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Meeting Agendas and Minutes

Board of Visitors

5-17-1965

1965-05-17 Minutes and Appendices

Longwood University

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A called meeting of the Longwood College Board of Visitors was held at the College on Monday, May 17, 1965, following the visit of the Governor and his Budget Advisory Board. The Board convened at approximately 11:45 a. m. with the following members present:

Mr. Calvin Bass
Mr. Ralph A. Beeton
Dr. Duvahl Ridgway-Hull
Mr. W. H. King
Mrs. Mosby Phlegar
Mr. Angus Powell
Mr. Douglas Robertson
Mr. H. V. White
Mr. John L. Whitehead

Members absent were:

Mr. Ernest P. Gates
Mrs. John O. Marsh, Jr.
Dr. W. W. Wilkerson

The Rector, Mr. Robertson, presided. After the meeting was called to order, it was opened by prayer.

President Lankford presented a request from Dr. Robert T. Brumfield, Chairman of the Department of Natural Sciences at the College, in which he asked that his son, Southard Brumfield, a graduate student in the School of Engineering at the University of Virginia, be permitted to attend Longwood during the summer of 1965, and take an undergraduate course in chemistry.

On motion duly made and seconded, the Board agreed that it should not make an exception, in this case, to the policy that no male undergraduate students may be admitted to Longwood College.

Dr. Lankford reported that the Executive Committee, at its meeting on May 4, 1965, had authorized his asking the Governor's approval of the following plan of financing the construction of the next dormitory:

Low base bidder - Mottley Construction Company	\$714,800.00
Deductions for changes suggested by architect	<u>44,122.30</u>
Construction	670,677.70

Architectural and engineers' fees	38,295.30
Supervision	3,000.00
Equipment	61,500.00
Contingencies	<u>6,527.00</u>
Total cost	780,000.00
Appropriation	<u>350,000.00</u>
Balance - to be borrowed	\$430,000.00

Because an error was made by the contractor in figuring the deductions from the base bid of changes suggested by the architect and the fact that \$746.00 had already been paid for test borings, the amount for contingencies had been reduced to \$4,729.00. It was felt that this figure was too low for a building which would cost \$780,000.00.

On motion duly made and seconded, the Board approved Dr. Lankford's recommendation that the amount to be borrowed be increased from \$430,000.00 to \$435,000.00, thereby increasing the amount for contingencies by \$5,000.00.

On motion duly made and seconded, the Board approved the following recommendations made by Dr. Lankford: (A copy of this report is filed with "Addenda to Minutes of Meetings of the Board of Visitors as Appendix A - May 17, 1965.)

1. The appointment of Miss Barbara Bishop as Instructor in Art, beginning in September, 1965, at a salary of \$6,500.
2. The appointment of Miss R. Beatrice Bland as Assistant Professor of Education, beginning in September, 1965, at a salary of \$7,700.
3. The appointment of Mrs. Charlotte S. Hooker as Associate Professor of English, beginning in September, 1965, at a salary of \$8,100.
4. The appointment of Miss Faye E. Ripley as Instructor in Physical and Health Education, beginning in September, 1965, at a salary of \$5,900.
5. The appointment of Miss Hanna Schroer as Instructor in German and French, for the 1965-66 session only, at a salary of \$6,500.
6. The appointment of Mrs. Phyllis G. Wacker as Instructor in Psychology, beginning in September, 1965, at a salary of \$5,900.
7. The appointment of Mr. Robert S. Wu as Instructor in Mathematics, beginning in September, 1965, at a salary of \$6,500.

8. The appointment of Mr. Tyrone D. Gormley as Instructor in Mathematics, beginning in September, 1965, at a salary of \$6,200.
9. The appointment of Miss Maria del Carmen Aguado as Part-time Instructor in Foreign Languages for the 1965-66 session with compensation equal to all expenses of attending Longwood plus \$25.00 per month for each of nine months, making a total of \$1,375.00.
10. A leave of absence, without pay, for Dr. Rose F. Spicola, Assistant Professor of Education, for the session 1965-66.
11. An increase of \$300 in the salary of Mr. Earl A. Rubley, Assistant Professor of Geography, for the session 1965-66, making his total salary \$8,300.
12. A correction in the salary for Mr. Dennis Williams, Instructor in Mathematics, from \$1,700 to \$1,775 for the session 1965-66. Mr. Williams will be on leave of absence for study and research at the University of Michigan.
13. A correction in the 1965 summer salary for Mr. James K. McCombs, Assistant Professor of Music, from \$1,026.66 (two-thirds load) to \$1,540.00 (full-time load).

Mr. Robertson appointed an Ad Hoc Personnel Committee, consisting of Mr. Gates, Chairman, Mr. Bass, and a third member to be announced, to work with Dr. Lankford on possible adjustments in faculty salaries for 1965-66. This committee will make a report at the August meeting of the Board, after consulting with the successor in office to the President.

Dr. Lankford reported to the Board that, when the application for a grant for an English institute at the College during the summer of 1965 was approved, it was understood that a contract would be signed by May 15, 1965. Prior to this, he was informed that the time had been extended from May 15, 1965, to June 29, 1965. This would mean that the institute could be in operation for approximately two and one-half weeks before a contract was received, with only \$3,000 assured. Just before the meeting of the Board, an official with the U.S. Office of Health, Education, and Welfare in Washington had informed him that one-half of the entire contract would be guaranteed and that he would receive a letter to this effect.

On motion duly made and seconded, the Board agreed that the people involved in the summer institute financed by HEW should be informed that the present commitment covers only one-half of the cost of the institute, with some assurance that the other half would be made available. Contracts with teachers and with applicants will be made with the understanding that the program will proceed so long as funds are provided for the institute.

Mr. Whitehead, Chairman of the Search Committee, reported for this committee. He pointed out that the Governor had agreed to raise the salary of the President from \$17,000 to \$18,000. However, it would be necessary to make some arrangement to take care of the rent charged on the President's Home.

Mr. Whitehead indicated that the committee had screened at least 100 applications for the presidency and that it was now ready to present to the Board the names of three candidates. These were: Dr. Robert C. Gibson, Director of Student Teaching and Professor of Education, Radford College, Radford, Virginia; Dr. Raymond J. Poindexter, Professor of Education, Madison College, Harrisonburg, Virginia; and Dr. James H. Newman, Executive Vice President, University of Alabama, University, Alabama.

On motion duly made and seconded, the members of the Board agreed unanimously to offer the presidency of Longwood College to Dr. James H. Newman, effective September 1, 1965, at a salary of \$18,000.

It was suggested that the information on possible candidates that had been obtained be kept for help in filling other positions at the College.

Dr. Lankford presented a proposal for a cooperative program of student exchange between Longwood and Hampden-Sydney College, which would enable Longwood students to take courses in such fields as Latin and chemistry at Hampden-Sydney and Hampden-Sydney students to take courses in such fields as education and English at Longwood. (A copy of this proposal is filed with "Addenda to Minutes of Meeting of the Board of Visitors" as Appendix B - May 17, 1965.)

On motion duly made and seconded, the Board decided to postpone action on this proposal.

It was noted that the next meeting of the Board would be held on June 24, 1965, at which time the contracts for the revenue bonds for the next dormitory and the Student Activities Building would be executed.

The meeting was adjourned at 3:50 p. m.

Jane Rayall Pheggar
Secretary (*Mrs. Mosley Pheggar*)

LONGWOOD COLLEGE
Farmville, Virginia

May 17, 1965

Report to the Board of Visitors

Members of the Board of Visitors:

The following report for Longwood College is herewith submitted:

Appointments:

Miss Barbara Bishop, Instructor in Art. Miss Bishop received the B.S. in Secondary Education degree from Longwood College and the M.F.A. degree from the University of North Carolina. Since September, 1962, she has been a member of the faculty in art at Southern Seminary Junior College. During the summer of 1964, she served as Instructor in Art at Longwood.

I recommend the appointment of Miss Bishop as Instructor in Art, beginning in September, 1965, at a salary of \$6,500 (third step on the salary scale for instructors). We felt justified in going to the third step in view of her training and experience.

This appointment will fill the vacancy caused by the resignation of Mr. George R. Chavatel.

Miss R. Beatrice Bland, Assistant Professor of Education. Miss Bland holds the B.S. degree from Longwood College and the M.A. degree from Teachers College, Columbia University. She has taken additional graduate work at the University of Virginia, Ohio State University, and the State Teachers College, Greeley, Colorado. She taught for four years in the Henrico County Schools and for our years in the Richmond City Schools. For two years, she served as supervisor of student teaching at Madison College and for six years was elementary supervisor in the Rockingham County schools. From 1955 to 1957, she served as language arts consultant for the Houghton-Mifflin Publishing Company. She is currently elementary supervisor in Henrico County.

I recommend the appointment of Miss Bland as Assistant Professor of Education, beginning in September, 1965, at a salary of \$7,700 (fourth step on the scale for assistant professors). Miss Bland's current eleven-month salary is \$8,000. It was, therefore, necessary to go as high as the fourth step on the scale to attract her.

Mrs. Charlotte S. Hooker, Associate Professor of English. A native of Tennessee, Mrs. Hooker received the B.A. and M.A. degrees from Texas Woman's University and the Ph.D. degree from Tulane University. She has had ten years of teaching experience, having taught at Georgia State College, Arlington State College, and Louisiana State University.

I recommend the appointment of Mrs. Hooker as Associate Professor of English, beginning in September, 1965, at a salary of \$8,100 (second step on the scale for associate professors). It was necessary to go as high as the second step to attract Mrs. Hooker.

This appointment will fill the vacancy caused by the resignation of Mr. Richard Burnham.

Miss Faye E. Ripley, Instructor in Physical and Health Education. Miss Ripley received the B.S. degree from Longwood College in 1962 and the M.S. degree from the University of Tennessee in 1963. During the current session, she is teaching in the Chesterfield County schools.

I recommend the appointment of Miss Ripley as Instructor in Physical and Health Education, beginning in September, 1965, at a salary of \$5,900 (first step on salary scale for instructors).

This appointment will fill the vacancy caused by the resignation of Miss Anne H. Huffman.

Miss Hanna Schroer, Instructor in German and French. A native of Germany, Miss Schroer attended school in her native country. She has had a number of years of teaching experience in the primary grades and has also taught at the Universities of Marburg, Geneva, Berlin, and Bonn.

I recommend the appointment of Miss Schroer as Instructor in German and French, for the 1965-66 session only, at a salary of \$6,500 (third step on the scale for instructors). In view of Miss Schroer's training and experience, we felt justified in going to the third step.

This appointment will fill the vacancy caused by the resignation of Mrs. Anke Eck.

Mrs. Phyllis G. Wacker, Instructor in Psychology. A native of Petersburg, Mrs. Wacker holds the B.A. degree from Westhampton College. She expects to receive the M.A. degree from the University of Richmond in August. She has had five years of teaching experience in Virginia high schools. Since September, 1964, she has served as remedial tutor for Psychological Consultants, Incorporated, in Richmond.

I recommend the appointment of Mrs. Wacker as Instructor in Psychology, beginning in September, 1965, at a salary of \$5,900 (first step on the salary scale for instructors).

This appointment will fill the vacant established position in the Department of Education. (This position was approved by the Board of Visitors at its meeting on July 15, 1964.)

Mr. Robert S. Wu, Instructor in Mathematics. Mr. Wu received the B.S. degree from Illinois Institute of Technology and expects to receive the M.S. degree in June from DePaul University. He has taken additional graduate work at the University of North Carolina.

I recommend the appointment of Mr. Wu as Instructor in Mathematics, beginning in September, at a salary of \$6,500 (third step on the salary scale for instructors). It was necessary to go as high as the third step to interest Mr. Wu. In view of his training, we felt justified in going this high.

Mr. Wu will replace a faculty member who will be on leave of absence for the 1965-66 session. However, if he proves to be satisfactory, we will offer him continued appointment because it is expected that, when the dormitory is filled in September, 1966, at least one more person will be needed in the mathematics faculty.

Mr. Tyrone D. Gormley, Instructor in Mathematics. Mr. Gormley received the B.S. degree from the University of Detroit. He expects to receive the M.A. degree from that institution in August, 1965. He served for one year as systems analyst with the Boeing Company and as project engineer for the AC Spark Plug Company.

I recommend the appointment of Mr. Gormley as Instructor in Mathematics, beginning in September, 1965, at a salary of \$6,200 (second step on the scale for instructors). It was necessary to go to the second step to interest Mr. Gormley in the position.

This appointment will fill the new position in mathematics approved by the Board at its February 3, 1965, meeting.

Miss Maria del Carmen Aguado, Part-time Instructor in Foreign Languages. A native of Uruguay, Miss Aguado will serve as an assistant in our foreign language department. She will receive compensation equal to all expenses of attending Longwood College, plus \$25.00 per month for each of nine months, making a total of \$1,375.00.

Leave of Absence for Dr. Rose F. Spicola.

Dr. Rose F. Spicola, Assistant Professor of Education, has requested a leave of absence for the 1965-66 session in order that she might work with the Office of Economic Opportunity's Pre-School Program.

I recommend that a leave of absence, without pay, for the 1965-66 session be approved for Dr. Spicola.

Salary Increase for Mr. Earl A. Rubley.

The Board, at its April 7, 1965, meeting, approved a salary of \$8,000 for Mr. Rubley for the 1965-66 session. He has been on our faculty in the field of geography since September, 1963. He has almost completed his doctor's degree in this field at the University of Tennessee and has done very satisfactory work here. Recently, a college in Kentucky made him a very attractive offer. To persuade him to remain at Longwood, we agreed to increase his salary next year by \$300, making his total salary \$8,300. He will remain as assistant professor until he has the doctor's degree. This recommendation places Mr. Rubley \$300 above the current maximum scale for assistant professors and uses the provision approved earlier by the Board that, in exceptional cases, the scale may be exceeded by as much as 10%.

Correction in Salary for Mr. Dennis E. Williams, 1965-66.

The Board, at its April 7, 1965, meeting approved a leave of absence, with one-fourth salary (\$1,700), for the 1965-66 session for Mr. Dennis E. Williams. We find that his salary should be \$1,775 instead of \$1,700. The salary of \$1,700 was based on his 1964-65 salary. The amount of \$1,775 is based on his 1965-66 salary.

I recommend approval of this correction in Mr. Williams' salary for 1965-66.

Appendix A - May 17, 1965

LONGWOOD COLLEGE
Farmville, Virginia

May 17, 1965

Report to the Board of Visitors

Members of the Board of Visitors:

The following report for Longwood College is herewith submitted:

Appointments:

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I recommend the appointment of Miss Bishop as Instructor in Art, beginning in September, 1965, at a salary of \$6,500 (third step on the salary scale for instructors). We felt justified in going to the third step in view of her training and experience.

This appointment will fill the vacancy caused by the resignation of Mr. George R. Chavatel.

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I recommend approval of this correction in Mr. Williams' salary for 1965-66.

STUDENT EXCHANGE: LONGWOOD AND HAMPDEN-SYDNEY COLLEGES

Longwood and Hampden-Sydney Colleges propose a cooperative program of student exchange. With many advantages to both colleges, and with a negligible cost to either, the plan would involve the transportation of small groups of students from one campus to the other for enrollment in selected courses. Normally, a limited number of students would be involved in the total program, and each of them would be on the host campus exclusively for the one class. Hopefully, library resources and special events would become mutual benefits.

The program is workable. With adequate publicity and proper catalogue interpretation, there should be general appeal.

Objectives

The two colleges have good teachers. Occasionally these teachers are called upon to work with very small classes, and in other cases their classes are cancelled because of low enrollments. These problems are inevitable but would be diminished by the student exchange.

In each of the colleges there are some departments stronger than others; in some cases, departments of one college are absent in the other. For example, Hampden-Sydney has no department of education but a tradition of extensive offerings in the classical languages. Regardless of future developments and future departmental strengths, the two colleges can (and should) share in these present strengths. The effect may be to hasten the development of better and more complete departments, or the effect may be to relieve pressures to create unwisely new departments.

There would be some economy in the proposed program, and this is important. The most important objective, however, is the immediate enrichment of the educational opportunities of students in both colleges.

Exchange Areas

The students from Longwood would find at Hampden-Sydney these academic areas:

Latin 201-202
Latin 301-302

Chemistry 313-314

It is possible that other science offerings would be helpful, particularly in the cases of those with expensive laboratory setups. Even though the funds for equipment may be available, the purchase may be unwise.

The students from Hampden-Sydney would find at Longwood these academic areas:

Education Courses (for certification requirements)
English 505

It is possible that advanced work in modern languages, particularly at the conversation level, and some work in fine arts would be desired.

Obviously, the delineation of all areas of exchange would be difficult. Potentially any course offered by (or approved for offering by) both institutions but being taught in only one is a potential exchange course.

Rules of Operation

The rules of this plan are described here for students of Longwood College who would enroll for work at Hampden-Sydney. The exchange of "Hampden-Sydney" for "Longwood" would convert the rules to Hampden-Sydney students attending Longwood.

1. Longwood students would be matriculated at Longwood only; no official records of classroom participation would be maintained at Hampden-Sydney

2. The Hampden-Sydney registrar would obtain the grades for Longwood students using report forms prescribed by the Longwood registrar. The forms without processing would be delivered to the Longwood registrar. (The professor would have contact only with his own registrar.)
3. Courses taken at Hampden-Sydney must be equivalent to courses listed in the Longwood catalogue, for the latter would be used in the preparation of the permanent record.
4. Transportation to Hampden-Sydney will be the responsibility of Longwood College.
5. Final examinations will be administered at Longwood regardless of the timing of the Hampden-Sydney examination schedules.
6. Discipline, class attendance rules, academic counseling, etc., should be dealt with by the joint action of the chief student personnel officers of the two colleges.
7. Any modification of the academic calendar, either special holidays or major revisions, will necessitate a review of this set of rules.
8. An effort will be made to balance the number of students exchanged although not necessarily within one year.

May 12, 1965