

MINUTES OF THE EXECUTIVE COMMITTEE  
OF THE BOARD OF TRUSTEES OF THE  
UNIVERSITY OF SOUTH ALABAMA  
Held November 30, 1967

The Executive Committee of the Board of Trustees of the University of South Alabama met on Thursday, November 30, 1967 at the Jefferson Davis Hotel in Montgomery, Alabama, commencing at 10:00 A. M.

There were present: Messrs. E. G. Cleverdon, L. W. Brannan, Jr., Roland Cooper, Mylan Engel, W. Ray Lolley and President Whiddon. Visitors were: Dr. J. Mac Bell, Dr. James Caldwell, Colonel Terry Moore and Messrs. John Tyson and John Compton.

The meeting was called to order by the Chairman and he discussed the minutes of previous meetings. It was moved by Mr. Cooper, seconded by Mr. Lolley and unanimously approved that the minutes of August 6, 1967, September 15 and 18, which were mailed out prior to the meeting, and the minutes of November 3, 1967, which were distributed at this meeting, be approved.

Upon the motion of Mr. Cooper, seconded by Mr. Engel, the following resolution was unanimously approved:

WHEREAS, a retirement plan for the University of South Alabama was heretofore established during the year 1964, in and by the terms of which participation in the Teacher Insurance and Annuity Association - College Retirement Equities Fund program on behalf of certain employees was authorized, and

WHEREAS, subsequent thereto said program offered by the TIAA-CREF has been broadened and made more flexible by the incorporation therein of additional alternatives and options, and

WHEREAS, said program has been further amplified to permit the judicious use by participants thereof of the benefits afforded by section 403(b) of the Internal Revenue Code insofar as the same relates to employees of section 501(c)(3) institutions, and

WHEREAS, participation in programs which take advantage of deferred compensation authorized by section 403(b) of the Internal Revenue Code has become generally accepted by similar institutions, similarly situated.

NOW THEREFORE BE IT RESOLVED, that the retirement program of the University of South Alabama is hereby amended, not by way of limitation but by way of extension and expansion so that the same is hereby established as follows:

Participation. Classes of employees eligible for participation are as follows: all regular full-time members of the faculty, and administrative officers equivalent in rank to associate professor and above.

Participation of eligible staff members shall be:

- (a) required immediately upon employment for full professors, associate professor and administrative officers of equivalent rank of associate professor or above;
- (b) voluntary after 3 (three) years of service for assistant professors;
- (c) voluntary after 6 (six) years of service or upon attaining tenure for instructors. The preliminary service period will be waived for an employee otherwise eligible who already owns a retirement annuity contract issued by TIAA.

Retirement Age. All participants in this retirement plan may retire prior to but shall retire no later than the end of the academic year in which they attain age 70, herein called normal retirement age. A retired employee who has attained 70 (seventy) may, however, defer or delay annuity payments if permitted by then existing TIAA-CREF policy.

Contributions. Contributions to this retirement plan shall be made by each participant as follows:

- (a) For participants under age 40 (forty) when employed: 3 percent of salary to a salary maximum of \$7,000 per year.
- (b) For participants over age 40 (forty) when employed: 5 percent of salary to a salary maximum of \$7,000 per year.

The University of South Alabama shall deduct each such contribution from compensation payments, add an equal amount, and apply the combined sum to the purchase of retirement benefits for the participant as follows:

- (a) At the election of the participant, either 100 percent, 70 percent, 66 2/3 percent, 50 percent or 25 percent, of such combined sum will be forwarded to Teachers Insurance and Annuity Association as a premium for a TIAA retirement annuity contract on the participant's life.
- (b) The balance, if any, of such combined sum will be forwarded to the College Retirement Equities Fund as a premium for a CREF retirement annuity certificate.

Leave of Absence. During leave of absence on part pay, University of South Alabama will continue contribution on the same basis as during the previous year if the participant does likewise.

Contracts. Each TIAA retirement annuity contract and CREF certificate issued in accordance with Section III of this plan is for the sole purpose of providing a retirement and/or death benefit and is the property of the

individual participant.

Repurchase. In the event a participant in TIAA or TIAA-CREF leaves the employ of the University of South Alabama for reasons other than retirement or disability and requests repurchase of his annuity, the University of South Alabama will approve such repurchase provided it meets the conditions under which TIAA-CREF will repurchase annuities automatically, and provided that the participant consents, and the portion of the repurchase value attributable to the University of South Alabama contributions shall be paid to the University of South Alabama by TIAA-CREF provided, however, that if the employee shall have been employed by the University of South Alabama for more than 36 (thirty-six) months, then in that event only that portion of said repurchase value attributable to the University of South Alabama contributions and contributed by said University prior to the expiration of the first 36 (thirty-six) months of such employment, shall be returned to the University and all subsequent University contributions shall be the property of said employee.

Participation approval. It is considered desirable that the employees of the institution be allowed to avail themselves of the advantage of "salary reduction, deferred compensation" and any other "tax shelter" benefits permitted from time to time by the Internal Revenue Service; with particular reference addressed to the benefits afforded by section 403(b) of the Code. The use of "salary reduction" and the other available benefits is hereby expressly authorized and confirmed.

Amendments. While it is expected that this plan will continue indefinitely, the University of South Alabama reserves the right to modify or discontinue it at any time. It being contemplated that the Internal Revenue Service may from time to time enlarge the benefits afforded by section 403(b) of the Internal Revenue Code and such other sections of said code as may from time to time be applicable to employees of this Institution by authorizing deferred compensation through vehicles other than the specific tax sheltered program in which employees presently participate; the President of the University of South Alabama is hereby authorized to permit use by employees of this Institution of such other, additional, further and different plans and programs as may from time to time be available in the market and in his discretion advisable and advantageous.

Upon the motion of Mr. Lolley, seconded by Mr. Cooper, the following resolution was unanimously approved:

WHEREAS, it is necessary to protect the integrity of the University of South Alabama as an institution of higher learning by assuring its financial security through the development of an adequate endowment, and

WHEREAS, incidental to the development of endowment the necessities of the times dictate that an internal foundation which is a non-profit corporation be formed within the University to serve as a vehicle to receive inter-vivos gifts, testamentary bequests and devises and other assets peculiar to endowment and to hold, invest and administer these assets;

NOW THEREFORE BE IT RESOLVED, that the president of the University be and he is hereby authorized and directed to cause the creation of a non-profit corporation to be known as the University of South Alabama Foundation.

The Chairman stated that the articles of incorporation would be submitted to the Executive Committee for final approval.

Mr. Cleverdon read a letter from the President of the Deposit National Bank of Mobile County, which is located in Prichard, Alabama, in which a request was made to become a depository for the University. Mr. Cooper moved that this request be deferred for consideration at a later date; seconded by Mr. Lolley and unanimously approved.

Mr. Engel moved that the Board acknowledge and authorize the President to enter into a contract with Mobile General Hospital to pay the hospital <sup>10,860.01</sup>~~10,860.01~~ per year for 8 years for teaching services from the medical and technical staff of the Mobile General Hospital, which is to average 6 quarter hours per quarter during the 8 years. The funds are to be paid on a quarterly basis and the teaching schedule will be arranged by the University personnel in cooperation with officials of Mobile General. The motion was seconded by Mr. Lolley and unanimously approved.

At the request of the President of the Student Government Association and Student Senate, the Board was asked to authorize a special fee to be used to establish a fund for the purpose of constructing a University Union Building. This fund would consist of all fees set aside for this purpose, all donations from outside sources and allocations from other sources. The fee would be levied upon each full time and part time student in the amount listed below and would become effective the winter quarter, 1967-68 at \$1.00 per quarter.

School term	Amount
1968-69	\$2.00 per quarter
1969-70	3.00 per quarter
1970-71	4.00 per quarter
1971-72	5.00 per quarter

and \$5.00 per quarter thereafter.

Upon the motion of Mr. Cooper, seconded by Mr. Lolley, the above request to establish a fund made up of fees designated above, for the purpose of constructing a University Union Building, was unanimously approved.

Mr. Brannan moved that the student tuition fee per quarter for the full time students be \$108.00, for part time students, \$9.00 per quarter hour, with a registration fee of \$3.00 per quarter for both full time and part time students, beginning September 1, 1968. The motion was seconded by Mr. Engel and unanimously approved

Basic fees for Alabama residents carrying a full course load (12 quarter hours or more):

Registration fee	\$ 3.00
Course fee	108.00
Student Activity fee	7.00
Student Health fee	2.00
Student Union Building fee	1.00
Graduate fee	15.00

Non-resident fee: Students who are not legal residents of Alabama or (if the student is not of legal age) whose parents or guardians are not legal residents of Alabama, must pay an additional:

Non-resident fee	50.00
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Basic fees for part time students carrying fewer than 12 quarter hours of credit:

Registration fee	3.00
Course fee (per quarter hour)	9.00
Student Health fee	2.00
Student Activity fee (optional for part time students)	7.00
Student Union Building fee	1.00

The tenure policy as submitted and recommended by Dr. Whiddon, Deans Sweet, Hadley, Kaempfer and Traxler is listed below:

<u>Employed with terminal degree</u>	<u>Years of service before receiving tenure</u>
Professor	2
Associate Professor	3
Assistant Professor	4
Instructor	(No tenure granted in this rank)

In rank above instructor, grant tenure at end of service prescribed or give notice of release.

In the rank of instructor, either promote or give notice of release within four years of service.

Employed without terminal degree

Professor	(rank closed permanently to non-terminal faculty)
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Assistant Professor

Instructor

No appointments at this rank without terminal degree; highest rank obtainable for tenured, non-terminal faculty. Temporary appointment for four years; when faculty member receives terminal degree, grant tenure and promote, if eligible; release if terminal degree not obtained. Temporary appointment for four years; when faculty member received terminal degree, promote and grant tenure; release if terminal degree not obtained.

#### Cases of exception

Tenure may be granted to faculty at assistant professor level with no terminal degree if appointment on the basis of an unusual background of professional skill and experience. Associate professor rank is highest rank obtainable. In all other cases, faculty member is appointed with understanding they obtain terminal degree in prescribed time.

Non-terminal people may be reappointed on a year-to-year basis after initial temporary period, if no terminal degree obtained, with no promotion in rank; eligible for raises in pay to maximum of rank in which frozen. Can be replaced at end of any academic year if six months notice given.

#### Administrative positions

In the academic division of the University, there is no tenure granted with respect to position per se of chairman, head, director or dean. No notice of release is required with respect to time. In the case of release from an administrative position, the faculty member automatically reverts to his previously held academic rank in his respective department.

Upon the motion of Mr. Engel, seconded by Mr. Lolley, the above tenure policy was unanimously approved, effective immediately.

Upon the motion of Mr. Cooper, seconded by Mr. Engel, the following resolution was unanimously approved:

WHEREAS, in and pursuant to the prior resolution of the Board of Trustees, the University has acquired certain real property and improvements therein situated in Hillside Heights Subdivision, and

WHEREAS, certain of the improvements have been repaired and remodeled, and certain lots and houses in the same Subdivision owned by third party individuals and the Veterans Administration, have been exchanged for University owned lots and houses, such exchanges having been made to consolidate the ownership by the University of that portion of the Subdivision involving the main University ownership, and

WHEREAS, James F. Caldwell, as Director of Development and Contracts, has executed the repair and remodeling contracts and the exchange-contract

agreements involving the Hillsdale Heights properties.

NOW THEREFORE, the prior action of the said James F. Caldwell, as Director of Development and Contracts, is hereby ratified and expressly confirmed, and he is authorized to proceed with the executive of such futher remodeling, repair, and exchange-contract agreements as the President of the University shall hereafter direct.

Upon the motion of Mr. Lolley, seconded by Mr. Engel, the following resolution was unanimously approved:

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE UNIVERSITY OF SOUTH ALABAMA, that the University of South Alabama issue Revenue Bonds in an amount not to exceed the principal sum of \$3,500,000.00 payable from and secured by a pledge of revenues from rentals and sales of such properties located in the Hillsdale Heights Subdivision as the President may direct for the purposes, among other things, of retiring such of the mortgage indebtedness existing against the properties as the President may direct, and repayment of the Existing \$800,000.00 loan to the First National Bank of Mobile, Alabama; said Bonds to be paid in annual installments on an amortization basis not to exceed 25 years. The President of the University is hereby authorized and directed to take bids and to negotiate a contract for the sale of said Bonds on such terms and conditions as in his opinion and discretion seem advisable.

Mr. Brannan moved that the five historic buildings, given to the University by the State of Alabama through the Mobile Historic Association, be moved to the Campus and reconstructed for a Fine Arts Center at a cost of approximately \$300,000.00. The motion was seconded by Mr. Engel and unanimously approved. Mr. Cooper abstained from voting.

In addition to the need for the \$300,000.00 for the historic buildings, the President stated that the University's share of cost of the central heating and air-conditioning plant is \$700,000.00.

Upon the motion of Mr. Brannan, seconded by Mr. Engel, the following resolution was unanimously approved.

BE IT RESOLVED that the University of South Alabama issue not to exceed \$1,000,000.00 principal amount of its Building System Revenue Bonds, payable from and secured by a pledge of student fees, as parity obligations under the resolution of the Board of Trustees adopted March 17, 1966, and June 6, 1966, as amended, for the purpose of financing (1) the cost in part of a central heating and air conditioning system, and (2) the relocation and restoration on the campus of the University of from three to five historic buildings, for use as classrooms, said Bonds to be payable in annual installments in not to exceed thirty years, and the President of the University is hereby authorized and directed to negotiate and enter into a contract for the sale of said Bonds.

Mr. Cooper moved that the company of Thornton, Farish & Guantt, Inc. be employed to make necessary arrangements for the financing of \$1,000,000.00. The motion was seconded by Mr. Brannan and unanimously approved.

President Whiddon gave a brief report on the Southern Association of Colleges and Secondary Schools meeting in Dallas. He stated that the University of South Alabama is continued as a candidate for accreditation with the Association. He further stated that it would be very unusual for the University to have been accredited at this time, and that to be continued as a candidate will be helpful to the University in accomplishing certain changes contemplated in the development of additional programs.

Upon the motion of Mr. Engel, seconded by Mr. Brannan, the following resolution was unanimously approved to be recommended to the Board of Trustees.

WHEREAS, the Booz, Allen & Hamilton report endorsed a second medical school for the State of Alabama, and

WHEREAS, it stated such a second school should be in Mobile, and

WHEREAS, there is a need for more medical doctors and allied medical services and a growing and continuing need for medical education in the State of Alabama, and

WHEREAS, the establishment of medical education programs and the physical facilities necessary and incidental thereto including a medical school as such in Mobile, Alabama will serve the interest of the people of Alabama, and

WHEREAS, it is the sense of this Board that the University of South Alabama can and should establish such programs and develop facilities,

NOW THEREFORE BE IT RESOLVED, that the President of the University of South Alabama be and he is hereby authorized and directed to take steps on behalf of the University of South Alabama as are necessary to initiate and institute a medical school.

After discussion as to the program being conducted at the University, upon Motion by Mr. Lolley, seconded by Mr. Engel, the President was authorized to establish the degrees of Bachelor of Music and Bachelor of Fine Arts.

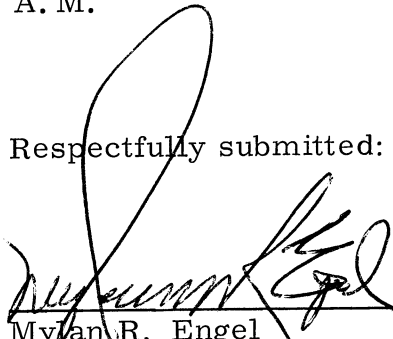
At this point, the President and the visitors were asked to absent themselves from the meeting. The question was brought up as to the need for the approval of additional architects for building program. After discussion, Mr. Cooper moved that the firm of Proldsorfer and Smith, Architects, be approved as architects for the University and named architects for the next building if their experience is in keeping with the particular building to be constructed. The motion was seconded by Mr. Engel and unanimously approved.



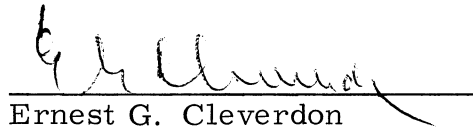
Mr. Engel moved that Haidt-Templeton & Associates be approved as architects for the University, and named the architects for the second building to be let. This motion was seconded by Mr. Cooper and unanimously approved.

Upon motion duly made, seconded and unanimously approved, the meeting was adjourned at approximately 11:30 A. M.

Respectfully submitted:

  
Mylan R. Engel  
Secretary

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ATTEST:

  
Ernest G. Cleverdon  
Chairman