

Irregularities

Minutes of the Meeting of the Board of Trustees of the University of Kentucky, April 6, 1954.

The Board of Trustees of the University of Kentucky met in the President's Office at 10:00 a. m. , Tuesday, April 6, 1954, with the following members present: Guy A. Huguelet, Vice Chairman; Carl Dempewolfe, Dr. Ralph J. Angelucci, Herndon J. Evans, M. W. Moore, R. P. Hobson, Ben S. Adams, Smith D. Broadbent, Thomas A. Ballantine and Harper Gatton. Absent: Governor Lawrence W. Wetherby, Mrs. Paul G. Blazer, J. C. Everett, Wendell P. Butler and Paul M. Basham. President H. L. Donovan and Secretary Frank D. Peterson met with the Board.

A. Minutes Approved.

On motion duly made, seconded and carried, the minutes of the Board of Trustees of December 15, 1953, and the minutes of the Executive Committee of January 15 and February 19, 1954, were approved as published.

B. Report of the Comptroller.

The Comptroller submitted financial report for the fiscal year beginning July 1, 1953, through February 28, 1954. The Comptroller read a prepared statement concerning the Division of Colleges, Experiment Station, Agricultural Extension and Plant Funds. The report consisted of a balance sheet and a statement of operations of the various departments and divisions.

UNIVERSITY  OF KENTUCKY
LEXINGTON

March 15, 1954

Dr. H. L. Donovan, President
University of Kentucky
Lexington, Kentucky

My dear Doctor Donovan:

I am submitting hereto the monthly financial report of University Funds. This report covers the fiscal year beginning June 30, 1953, setting forth a complete record of the financial affairs of the University through February 28, 1954.

DIVISION OF COLLEGES:

Departmental appropriations approved by the Board of Trustees authorized the expenditure of \$4,937,156.43. Actual expenditures including encumbrances outstanding to date are \$3,056,709.76, leaving an unencumbered balance of \$1,880,446.67.

An analysis of expenditures and encumbrances by departments is exhibited on Page 4.

The total income realized to date is \$4,061,169.95, of which \$118,897.00 was allocated to the plant fund leaving a balance realized to the colleges of \$3,942,272.95. The budget estimate of income to be realized is \$479,604.27.

EXPERIMENT STATION:

The total budgeted income for the Experiment Station is \$1,164,597.02, of which we have received \$1,022,416.43 during the period. The total departmental appropriations amounted to \$1,286,607.52. Of the total departmental appropriations, \$777,373.23 has been actually spent or encumbered during the period.

AGRICULTURAL EXTENSION DIVISION:

The actual expenditures including encumbrances outstanding for the Agricultural Extension Division to date are \$1,125,043.58, leaving an unencumbered balance of \$656,507.24.

The total income realized to date is \$1,697,708.86. The budget estimate of income to be realized is \$47,605.00.

PLANT FUND:

Plant Fund operations show that funds expended or encumbered during the period total \$944,995.28, leaving an amount spent in excess of the appropriation of \$16,817.59. Plant funds made available through February 28, 1954, total \$928,177.69.

Respectfully submitted,

Frank D. Peterson
Comptroller

University of Kentucky
BALANCE SHEET
As of February 28, 1954

ASSETS

	<u>Division of Colleges</u>	<u>Agricultural Experiment Station</u>	<u>Agricultural Extension Division</u>	<u>Total</u>
<u>Current Funds:</u>				
<u>General:</u>				
Cash in Bank	\$ 184,782.11	\$ 93,616.39	\$ 394,629.56	\$ 673,028.06
Petty Cash Adv.	13,723.24			13,723.24
<u>State Allotments:</u>				
Current Year	626,034.31	12,146.58	202,545.27	840,726.16
Prior Year	948.09	16,059.32	11,727.41	28,734.82
Revolving funds	1,004,242.56	384,331.85		1,388,574.41
Receivables	16,276.76			16,276.76
Inventories	531,172.86	52,739.00		583,911.86
Deferred Chgs.	76,212.20			76,212.20
Unreal. Income	479,604.27	142,180.59	47,605.00	669,389.86
 Total General	 \$ 2,932,996.40	 \$ 701,073.73	 \$ 656,507.24	 \$ 4,290,577.37
 <u>Restricted:</u>				
Cash in Bank	\$ 890,686.83	\$ 142,285.66	\$ 125,546.17	\$ 1,158,518.66
Petty Cash Adv.	4,175.00	600.00	3,000.00	7,775.00
Due from General	30,000.00			30,000.00
Investments	800,266.63	15,000.00	14,948.00	830,214.63
 Total Restricted	 \$ 1,725,128.46	 \$ 157,885.66	 \$ 143,494.17	 \$ 2,026,508.29
 Total Current	 \$ 4,658,124.86	 \$ 858,959.39	 \$ 800,001.41	 \$ 6,317,085.66
 <u>Plant Funds:</u>				
<u>Unexpended:</u>				
Revolv. Funds	\$ 707,039.11	\$ 97,137.33	\$	\$ 804,176.44
Unreal. Income	27,629.00			27,629.00
 Total Unexpended	 \$ 734,668.11	 \$ 97,137.33	 \$	 \$ 831,805.44
<u>Investment in Plant:</u>				
Construction Authorized	\$ 710,000.00	\$	\$	\$ 710,000.00
Fixed Assets	29,372,375.52	3,048,041.31		32,420,416.83
 Total - Invested	 \$30,082,375.52	 \$3,048,041.31	 \$	 \$33,130,416.83
Total - Plant	\$30,817,043.63	\$3,145,178.64	\$	\$33,962,222.27
	<u>Loan</u>	<u>Endowment</u>	<u>Agency</u>	
 <u>Other Funds:</u>				
Cash in Bank	\$ 5,283.70	\$ 3,979.29	\$ 44,356.45	\$ 53,619.44
Notes Receivable	14,607.61			14,607.61
Investments	75,500.00	200,700.48	15,000.00	291,200.48
 Total Other Funds	 \$ 95,391.31	 \$ 204,679.77	 \$ 59,356.45	 \$ 359,427.53
Total Assets	\$40,638,735.46			\$40,638,735.46

**University of Kentucky
BALANCE SHEET
As of February 28, 1954**

LIABILITIES

	<u>Division of Colleges</u>	<u>Agricultural Experiment Station</u>	<u>Agricultural Extension Division</u>	<u>Total</u>
Current Funds:				
General:				
Petty Cash Liability	\$ 30,000.00	\$	\$	\$ 30,000.00
<u>Res. for encumbrances:</u>				
Current Year	218,021.08	54,533.34		272,554.42
Prior Year	33,648.37	8,847.24		42,495.61
Res. for inventories	531,172.86	52,739.00		583,911.86
Other liabilities	76,212.20			76,212.20
Unapprop. Surplus	163,495.22	75,719.86		239,215.08
Approp. Bals.	1,880,446.67	509,234.29	656,507.24	3,046,188.20
Total General	\$ 2,932,996.40	\$ 701,073.73	\$ 656,507.24	\$ 4,290,577.37
Restricted:				
Outstanding Checks	\$ 6,452.74	\$	\$	\$ 6,452.74
Restr. Balances	1,718,675.72	157,885.66	143,494.17	2,020,055.55
Total Restricted	\$ 1,725,128.46	\$ 157,885.66	\$ 143,494.17	2,026,508.29
Total Current	\$ 4,658,124.86	\$ 858,959.39	\$ 800,001.41	\$ 6,317,085.66
Plant Funds:				
Unexpended:				
<u>Res. for Encumbrances:</u>				
Current Year	\$ 807,543.75	\$	\$	\$ 807,543.75
Prior Year	41,079.28			41,079.28
Surplus Funds				
Approp. Balances	113,954.92*	97,137.33		16,817.59*
Total Unexpended	\$ 734,668.11	\$ 97,137.33	\$	\$ 831,805.44
Investment in Plant:				
Bonds Payable	\$ 3,219,500.00	\$	\$	\$ 3,219,500.00
Net Invested	26,862,875.52	3,048,041.31		29,910,916.83
Total Invest.	\$30,082,375.52	\$3,048,041.31	\$	\$33,130,416.83
Total Plant	\$30,817,043.63	\$3,145,178.64	\$	\$33,962,222.27
	<u>Loan</u>	<u>Endowment</u>	<u>Agency</u>	
Other Funds:				
Bal. as to Principal	\$ 66,616.01	\$ 201,616.64	\$	\$ 268,232.65
Bal. as to Income	28,775.30	3,063.13	59,356.45	91,194.88
Total Other Funds	\$ 95,391.31	\$ 204,679.77	\$ 59,356.45	\$ 359,427.53
Total Liabilities	\$	\$	\$	\$40,638,735.46

*Negative Figure.

University of Kentucky
STATEMENT OF UNREALIZED INCOME
For the Current Fiscal Period which began
July 1, 1953 and ended February 28, 1954

	<u>General Fund</u>		
	<u>Budget Estimate</u>	<u>Realized to Date</u>	<u>Unrealized Balance</u>
<u>Division of Colleges:</u>			
<u>Educational and General:</u>			
State Appropriations	\$3,141,783.50	\$3,010,783.41	\$131,000.09
Federal Grants (through the State)	124,879.10	93,249.01	31,630.09
Student Fees	687,800.00	613,999.36	73,800.64
Endowment Income	9,644.50	9,700.00	55.50*
Sales and Services and Rentals	18,700.00	11,477.99	7,222.01
	<u>\$3,982,807.10</u>	<u>\$3,739,209.77</u>	<u>\$243,597.33</u>
		93.88%	
<u>Auxiliary Enterprises:</u>			
Residence Halls	\$ 359,132.00	\$ 204,799.19	\$154,332.81
Miscellaneous	198,835.12	117,160.99	81,674.13
	<u>\$ 557,967.12</u>	<u>\$ 321,960.18</u>	<u>\$236,006.94</u>
		57.70	
Total-Colleges	<u>\$4,540,774.22</u>	<u>\$4,061,169.95</u>	<u>\$479,604.27</u>
		89.44%	
Less-Income allocated to plant	\$ 118,897.00	\$ 118,897.00	\$
Net-Colleges	<u>\$4,421,877.22</u>	<u>\$3,942,272.95</u>	<u>\$479,604.27</u>
		89.15%	
<u>Agricultural Experiment Station:</u>			
State Appropriations	\$ 435,600.00	\$ 405,600.00	\$ 30,000.00
Federal Grants (direct)	328,137.02	257,298.76	70,838.26
Sales and Services	400,860.00	359,517.67	41,342.33
	<u>\$1,164,597.02</u>	<u>\$1,022,416.43</u>	<u>\$142,180.59</u>
		87.79%	
<u>Agricultural Extension Division:</u>			
State Appropriations	\$ 618,200.00	\$ 571,000.00	\$ 47,200.00
Federal Grants (direct)	1,127,113.86	1,126,708.86	405.00
	<u>\$1,745,313.86</u>	<u>\$1,697,708.86</u>	<u>\$ 47,605.00</u>
		97.27%	
Total-Agr. Extension	<u>\$1,745,313.86</u>	<u>\$1,697,708.86</u>	<u>\$ 47,605.00</u>
		90.87%	
Total General	<u>\$7,331,788.10</u>	<u>\$6,662,398.24</u>	<u>\$669,389.86</u>
		90.87%	
<u>Plant Fund:</u>			
General Income Allocated	\$ 188,897.00	\$ 188,897.00	\$
Stores Overhead	27,629.00		27,629.00
	<u>\$ 216,526.00</u>	<u>\$ 188,897.00</u>	<u>\$ 27,629.00</u>
		87.24%	
Total-Plant	<u>\$ 216,526.00</u>	<u>\$ 188,897.00</u>	<u>\$ 27,629.00</u>
		87.24%	
Combined Total	<u>\$7,548,314.10</u>	<u>\$6,851,295.24</u>	<u>\$697,018.86</u>
		90.77%	

*Realized in excess of estimate.

University of Kentucky
 STATEMENT OF DEPARTMENTAL APPROPRIATIONS
 For the Current Fiscal Period which began
 July 1, 1953 and ended February 28, 1954

	<u>General Fund</u>			
	<u>Depart.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Approp.</u> <u>Balances</u>
<u>Division of Colleges:</u>				
<u>Adm. and General Expense:</u>				
Gen. Adm. Offices	\$ 205,434.93	\$ 131,276.99	\$ 2,011.13	\$ 72,146.81
Student Welfare	72,825.26	47,650.95	495.83	24,678.48
General Expense	165,245.04	78,102.05	9,328.17	77,814.82
Subtotal	<u>\$ 443,505.23</u>	<u>\$ 257,029.99</u>	<u>\$ 11,835.13</u>	<u>\$ 174,640.11</u>
		60.62%		
<u>Instruction and Research:</u>				
<u>College of --</u>				
Arts and Sciences	\$1,427,719.29	\$ 919,691.76	\$ 30,767.23	\$ 477,260.30
Engineering	360,424.27	215,259.40	4,948.05	140,216.82
Commerce	183,809.02	120,990.15	179.86	62,639.01
Agr. and Home Ec.	261,912.96	146,352.04	3,474.52	112,086.40
Law	75,756.34	44,551.25	2,248.69	28,956.40
Education	330,153.80	200,652.30	5,480.84	124,020.66
Pharmacy	81,428.00	49,058.53	1,151.02	31,218.45
Graduate School	11,385.36	7,621.54	29.40	3,734.42
University Research	20,000.00	5,619.13	4,894.25	9,486.62
Library	250,479.84	167,954.85	1,525.64	80,999.35
Univ. Extension	127,619.93	88,575.65	2,083.20	36,961.08
Other Activities	26,640.00	17,579.97	181.20	8,878.83
Subtotal	<u>\$3,157,328.81</u>	<u>\$1,983,906.57</u>	<u>\$ 56,963.90</u>	<u>\$1,116,458.34</u>
		64.64%		
<u>Operation and Maintenance</u> <u>of Physical Plant, etc.</u>				
General Appropriation	\$ 755,720.00	\$ 397,870.94	\$ 80,900.64	\$ 276,948.42
Special Appropriations	70,000.00	41,461.49	19,006.35	9,532.16
Work in Progress	25,000.00	10,654.60		14,345.40
General Stores, etc.	55,000.00	54,273.47		109,273.47
Subtotal	<u>\$ 905,720.00</u>	<u>\$ 395,713.56</u>	<u>\$ 99,906.99</u>	<u>\$ 410,099.45</u>
		54.72%		
<u>Auxiliary Enterprises:</u>				
Residence Halls	\$ 305,114.39	\$ 182,959.80	\$ 47,283.56	\$ 74,871.03
Miscellaneous	125,488.00	19,078.76	2,031.50	104,377.74
Subtotal	<u>\$ 430,602.39</u>	<u>\$ 202,038.56</u>	<u>\$ 49,315.06</u>	<u>\$ 179,248.77</u>
		58.31%		
Total -Colleges	<u>\$4,937,156.43</u>	<u>\$2,838,688.68</u>	<u>\$ 218,021.08</u>	<u>\$1,880,446.67</u>
		61.91%		

* Negative figure.

University of Kentucky
 STATEMENT OF DEPARTMENTAL APPROPRIATIONS
 For the Current Fiscal Period which began
 July 1, 1953 and ended February 27, 1954

General Fund

	<u>Depart.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Approp.</u> <u>Balances</u>
<u>Agr. Experiment Station:</u>				
Administration	\$ 165,828.85	\$ 53,184.71	\$ 7,317.83	\$105,326.31
Animal Husbandry	72,176.00	53,898.02	1,268.49	17,009.49
Agronomy	148,954.00	85,892.95	1,072.86	61,988.19
Animal Pathology	51,494.00	31,037.70	16.40	20,439.90
Creamery License	9,291.00	5,747.34	86.80	3,456.86
Dairy	67,749.00	48,604.38	1,020.47	18,124.15
Dairy Cattle Improve.				
Entomology and Botany	94,830.00	54,462.91	1,561.90	38,805.19
Agr. Economics	136,663.00	83,305.76		53,357.24
Feed and Fertilizer	160,000.00	81,442.24	24,522.15	54,035.61
Home Economics	18,100.00	10,446.71	67.68	7,585.61
Horticulture	44,530.00	27,236.52	1,781.14	15,512.34
Poultry	35,136.00	20,196.51	1,947.37	12,992.12
Publications & Lib.	28,650.02	11,965.89	805.00	15,879.13
Public Service Labs.	32,300.00	19,853.57		12,446.43
Regional Research	6,900.00	3,809.72		3,090.28
Robinson Substation	22,400.00	15,057.38	1,322.92	6,019.70
Rural Sociology	32,242.00	18,889.38	14.30	13,338.32
Seed Stocks	7,000.00	4,674.82		2,325.18
Black Shank	49,615.65	20,839.17	1,367.07	27,409.41
Farm Maintenance	39,008.00	28,747.42	6,821.15	3,439.43
Social Security		3,832.11		3,832.11*
W. Ky. Substa.	54,400.00	32,429.37	3,533.06	18,437.57
Library	9,340.00	7,285.31	6.75	2,047.94
	<u>\$1,286,607.52</u>	<u>\$722,839.89</u>	<u>\$54,533.34</u>	<u>\$509,234.29</u>
Total-Agricultural Experiment Sta- tion		60.42%		

*Negative figure.

University of Kentucky
 STATEMENT OF DEPARTMENTAL APPROPRIATIONS
 For the Current Fiscal Period which began
 July 1, 1953 and ended February 27, 1954

General Fund

	<u>Depart.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Approp.</u> <u>Balances</u>
<u>Agr. Extension Division:</u>				
Administration	\$ 41,692.00	\$ 24,144.83	\$	\$ 17,547.17
Agr. Engineering	29,460.00	17,336.17		12,123.83
Agronomy	33,651.69	22,187.49		11,464.20
Animal Husbandry	24,198.00	15,746.30		8,451.70
Clothing	12,600.00	8,350.00		4,249.42
County Agents	815,928.47	523,115.05		292,813.42
Dairy	27,349.00	16,655.70		10,693.30
Farm and Home Conven.	1,500.00	1,206.71		293.29
Farm Management				
Forestry	10,936.00	6,125.28		4,810.72
Foods	11,712.00	7,471.60		4,240.40
Home Dem. Agents	500,358.17	321,251.49		179,106.68
Home Management	30,484.00	18,100.69		12,383.31
Horticulture	18,869.00	12,665.79		6,203.21
Junior Clubs	79,441.00	51,870.50		27,570.50
Markets	30,153.00	22,223.25		7,929.75
Poultry	17,010.00	11,433.23		5,576.77
Publications				
Public Information	50,991.08	27,987.37		23,003.71
Rural Sociology	5,685.00	4,046.77		1,638.23
Black Shank	32,727.41	12,226.26		20,501.15
Social Security		898.52		898.52*
Adm. Reserve	6,805.00			6,805.00
Total-Agricultural Extension Div.	<u>\$ 1,781,550.82</u>	<u>\$ 1,125,043.58</u>	<u>\$</u>	<u>\$ 656,507.24</u>
		63.15%		
Combined Total	<u>\$8,005,314.77</u>	<u>\$4,686,572.15</u>	<u>\$272,554.42</u>	<u>\$3,046,188.20</u>
		61.95%		

*Negative figure.

University of Kentucky
STATEMENT OF PLANT APPROPRIATIONS
For the Current Fiscal Period which began
July 1, 1953 and ended February 28, 1954

Plant Funds

<u>Division of Colleges</u>	<u>Dept.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Free</u> <u>Balance</u>
<u>Bond Issues</u>				
P. W. A. First Bond Issue	\$ 36,401.52	\$ 2,668.75	\$	\$ 33,732.77
P. W. A. Second Bond Issue	16,192.96	16,110.09		82.87
Dorm. Rev. Bond Issue	24,125.00	3,652.50		20,472.50
Audit-Coliseum Issue	100,290.43	58,971.67		41,318.76
Lib. & Serv. Bldg. Issue	45,311.77	6,286.25		39,025.52
Stadium Rev. Issue	22,381.32	3,637.50		18,743.82
Rose St. 456--Dorm Issue	4,486.77	3,496.87		989.90
Journalism Bldg. Issue	16,196.25	13,640.00		2,556.25
Rose St., 476--Dorm	4,131.28	3,060.00		1,071.28
Library & Service Bldg. -Res.	45,552.36			45,552.36
Dorm. Rev. Issue, A--F	14,079.86	12,011.25		2,068.61
Total Bond Issues	\$ 329,149.52	\$ 123,534.88	\$	\$205,614.64
		37.53%		
<u>Construction</u>				
Dicker House Annuity	\$ 230.68	\$	\$	\$ 230.68
Coliseum Constr.	30,250.17			30,250.17
Norwood Hall--Fire Loss	15,911.25			15,911.25
New Men's Dorm. Constr.	2,893.75	25.50		2,868.25
Serv. Bldg. Constr.	3,697.19			3,697.19
Fine Arts Bldg. Constr.	2,156.47			2,156.47
Journalism Bldg. Constr.	7,938.69			7,938.69
New Sci. Bldg. Constr.	3,300.00			3,300.00
Sprinkler System	4,443.32			4,443.32
Six Small Dorms Constr.	22,502.60	8,956.25	7,543.75	6,002.60
Six Small Dorms Ret.	62,730.69			62,730.69
New Women's Dorm, #5	340,901.13		800,000.00	459,098.87*
Total Construction	\$ 496,955.94	\$ 8,981.75	\$807,543.75	\$319,569.56*
		164.31%		
Total Plant	\$ 826,105.46	\$ 132,516.63	\$807,543.75	\$113,954.92*
		113.79%		

* Expenditures and Encumbrances in excess of approp. or negative figure.

University of Kentucky
 STATEMENT OF PLANT APPROPRIATIONS
 For the Current Fiscal Period which began
 July 1, 1953 and ended February 27, 1954

	<u>Plant Funds</u>			
	<u>Dept. Approp.</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
<u>Agr. Experiment Station</u>				
Repairs & New Equip.	<u>\$102,072.23</u>	<u>\$ 4,934.90</u>	<u>\$</u>	<u>\$ 97,137.33</u>
Subtotal	<u>\$102,072.23</u>	<u>\$ 4,934.90</u> 4.83%	<u>\$</u>	<u>\$ 97,137.33</u>
Combined Total	<u>\$928,177.69</u>	<u>\$137,451.53</u> 101.81%	<u>\$807,543.75</u>	<u>\$ 16,817.59*</u>

*Expenditures and encumbrances in excess of approp. or negative figure.

University of Kentucky
 STATEMENT OF OTHER FUND TRANSACTIONS
 For the Current Fiscal Period which began
 July 1, 1954 and ended February 28, 1954

	<u>Balance</u> <u>July 1, 1954</u>	<u>Receipts</u>	<u>Disburse-</u> <u>ments</u>	<u>Balance</u> <u>Feb. 28, 1954</u>
<u>Restricted Funds:</u>				
Div. of Colleges	\$1,965,237.31	\$1,574,527.83	\$1,821,089.42	\$1,718,675.72
Agr. Exp. Station	109,578.44	170,745.86	122,438.64	157,885.66
Agr. Ext. Division	119,560.28	104,373.10	80,439.21	143,494.17
Subtotal	<u>\$2,194,376.03</u>	<u>\$1,849,646.79</u>	<u>\$2,023,967.27</u>	<u>\$2,020,055.55</u>
<u>Loan Fund:</u>				
Principal	\$ 66,573.61	\$ 42.40	\$	\$ 66,616.01
Income	27,495.78	1,304.71	25.19	28,775.30
Subtotal	<u>\$ 94,069.39</u>	<u>\$ 1,347.11</u>	<u>\$ 25.19</u>	<u>\$ 95,391.31</u>
<u>Endowment Funds:</u>				
Principal	\$ 201,616.64	\$	\$	\$ 201,616.64
Income	2,937.19	175.94	50.00	3,063.13
Subtotal	<u>\$ 204,553.83</u>	<u>\$ 175.94</u>	<u>\$ 50.00</u>	<u>\$ 204,679.77</u>
<u>Agency Funds:</u>				
Balances	<u>\$ 67,809.24</u>	<u>\$ 363,692.27</u>	<u>\$ 372,145.06</u>	<u>\$ 59,356.45</u>
Combined Totals	<u>\$2,560,808.49</u>	<u>\$2,214,862.11</u>	<u>\$2,396,187.52</u>	<u>\$2,379,483.08</u>

*Negative figure.

University of Kentucky
 STATEMENT OF COMBINED RECEIPTS AND EXPENDITURES
 For the Current Fiscal Period which began
 July 1, 1953 and ended February 28, 1954

Receipts and Transfers:

General Income	\$6,662,398.24
Plant Income	188,897.00
Restricted Receipts	1,849,646.79
Loan Fund Receipts	1,347.11
Endowment Fund Receipts	175.94
Agency Fund Receipts	<u>363,692.27</u>
 Total Receipts	 <u><u>\$9,066,157.35</u></u>

Expenditures and Transfers (Including Encumbrances):

General Fund Expenditures	\$4,959,126.57
Plant Fund Expenditures	944,995.28
Restricted Fund Expenditures	2,023,967.27
Loan Fund Expenditures	25.19
Endowment Fund Expenditures	50.00
Agency Fund Expenditures	<u>372,145.06</u>
 Total Expenditures	 <u><u>\$8,300,309.37</u></u>

Upon motion duly made, seconded and carried, the report was authorized received and made a part of the minutes.

C. Request for Open Meetings.

President Donovan submitted a request from Mr. Pope, representing the Courier-Journal and Louisville Times, that the meetings of the Board of Trustees and Executive Committee be open meetings, and newspaper reporters and the public be invited to all meetings. President Donovan read the request.

THE COURIER-JOURNAL
THE LOUISVILLE TIMES
Louisville, Ky.
March 18, 1954

Dr. Herman L. Donovan
President
University of Kentucky
Lexington, Kentucky

Dear Doctor Donovan:

I'm sure you recall the difficulties we had recently in presenting an accurate story about actions of the Board of Trustees of the University. You indicated to Mr. Bingham later you thought most of the sessions could be open to newspapermen.

Might I make our position in the News Department clear on this? I think public spirited citizens who serve on such groups sometimes have the feeling that we are prying into their stewardship when we want to hear discussion of important questions instead of being told the results. I have heard it said that 'The Courier-Journal has a "vested interest" in getting material for the paper.

This is a misunderstanding that hampers the real aims of both the paper and the university. What we both want is public understanding of and sympathy for the difficulties and objectives of the board. This can only be achieved when we ourselves understand them.

Actually, of course, there would probably be no difference at all in the sale of newspapers if we covered meetings of the board rather than reported them through second-hand information. We simply like to do a thorough, informed job, and we feel that is to the advantage of the school and the

State.

I mention this now because of the meeting set for April 6. I hope Joe Reister can sit in and cover it.

Sincerely yours,

(Signed) James Pope

cc. Mr. Guy A. Huguelet
Chairman, Executive Committee
Board of Trustees
University of Kentucky.

Members of the Board discussed the letter, and the pros and cons of public meetings. The members took note that there was not full attendance present, and upon motion duly made, seconded and carried, the request was taken under advisement and referred to the next meeting of the Board for further study. No conclusion was reached.

D. Budget Changes.

President Donovan submitted list of changes in the University Budget requesting increases and decreases in appropriations, a net decrease of \$4,528.44. He recommended that the changes be approved.

Upon motion duly made, seconded and carried, budget changes requested were approved, and the Comptroller was authorized to make the budget adjustments.

E. Bids for Construction of Girls' Dormitory Received and Accepted.

President Donovan submitted a letter from the Comptroller reporting the result of bids taken by the State Department of Finance for the construction of Women's Residence Hall No. 5. He read the following letter:

March 31, 1954

Dr. H. L. Donovan, President
University of Kentucky

My dear President Donovan:

Pursuant to authorization of the Board of Trustees and the State Property and Buildings Commission, the State Department of Purchases advertised for bids for the construction of Women's Residence Hall, Number 5. This hall is to be financed through the loan

from the federal government of \$722,000, a gift from the Keeneland Foundation of \$200,000, and the balance to be supplied from earnings from the Residence Hall accumulated over a period of years. Forty bids were received in response to advertisement for construction of this building. I list below the firm submitting the low bid in each construction classification and the number of bids received in each:

<u>Classification</u>	<u>No. Bids Received</u>	<u>Low Bid Submitted by</u>	<u>Low Bid Amount</u>
General Construction	9	Foster & Creighton Co., Nashville, Tennessee	\$858,500.00
Kitchen Equipment	3	Campbell & Phillips, Lexington, Kentucky	10,047.40
Plumbing, Heating, and Ventilating	16	George E. Blanford, Louisville, Kentucky	174,765.00
Electrical	10	Cutter Electric Co. Lexington, Ky.	69,665.00
Elevators	2	Martin A. Cedar Louisville, Ky.	39,900.00

The low combined bids, which included General Construction; Kitchen Equipment; Plumbing; Heating, and Ventilating; Electrical; and Elevators were submitted by Clarke, Stewart, and Wood Company, Lexington, Kentucky, in the amount of \$1,253,000. The total of individual bids above enumerated amount to \$1,152,877.40.

I, therefore, recommend that approval be given to award contracts to the low bidders for each separate phase of construction as enumerated above.

Respectfully submitted,

(Signed)

Frank D. Peterson
Comptroller

Tabulation of all bids was available and was examined by members of the Board.

Upon motion duly made, seconded and carried, the State Property and Building Commission and the State Division of Finance were requested to accept the low bid for the construction of the Women's Residence Hall, including plumbing, heating, ventilating, electrical work, elevators and kitchen equipment, for an aggregate amount of \$1,152,877.40.

F. Wyatt, Grafton and Grafton, Legal Firm, Employed.

President Donovan stated that he had received a letter from the Comptroller, advising that it would be necessary to have legal counsel to prepare bond papers in connection with the issuance of revenue bonds for \$722,000.00, to be used toward the construction of the Women's Residence Hall. He read the following letter:

March 16, 1954

Dr. H. L. Donovan, President
University of Kentucky

My dear President Donovan:

The University has applied to the Housing and Home Finance Agency for a loan towards construction of a new women's dormitory. The Housing and Home Finance Agency has approved the plans and specifications for the construction of the dormitory; and they have entered into a loan agreement to purchase by competitive bid of \$722,000 revenue bonds at an interest rate of 3.01. The bonds are to mature for a period of 40 years. We have not employed attorneys to do the legal work involved. The firm of Wyatt, Grafton & Grafton has done the legal work in connection with our application of loan agreement for the new men's dormitory. The approving opinion was given by Chapman and Cutler, bond attorneys of Chicago.

We should employ an attorney to take care of the legal matters incident to the dormitory for women. I know of no reason why Wyatt, Grafton & Grafton should not be employed to do this work with the understanding that approving opinion be given by Chapman and Cutler. The attorneys request a fee of \$3,000.

Respectfully submitted,

(Signed)

Frank D. Peterson
Comptroller

Members of the Board discussed the legal work involved and the fee requested.

Upon motion duly made, seconded and carried, the firm of Wyatt, Grafton & Grafton of Louisville, Ky., and Chapman and Cutler, bond attorneys of Chicago, Illinois, were employed to do all legal work necessary incident to authorization, issuance, sale and delivery of revenue bonds.

No. 4. G. Study of Plans and Specifications for Women's Residence Hall

President Donovan read the following communication from the Comptroller:

March 31, 1954

Dr. H. L. Donovan, President
University of Kentucky

My dear President Donovan:

The firm of Frankel and Curtis in 1945 and 1946 prepared and delivered to the University plans and specifications for a Women's Residence Hall and a central kitchen and dining rooms facing Harrison Avenue. The dormitory is known as Number 4. These plans and specifications are eight years old. It will be necessary to completely rewrite the specifications and possibly make some changes in the drawings. I am of the opinion that another architect should review these plans and specifications and make recommendation for alterations and changes to modernize plans and specifications and eliminate some of the ornamental and expensive designs. This should involve only a small fee; and, in my judgment will result in a saving of not less than \$100,000. After we secure the recommendation for changes in design and specification, the original architects should be employed to render the necessary services.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller

Members of the Board considered the recommendation, and upon motion duly made, seconded and carried, the President and Comptroller were authorized to employ competent assistance to study and recommend alteration of plans and specifications for the Women's Residence Hall No. 4 which were prepared some eight years ago.

H. Study of Permanent Type Building for Married Students and Instructors Authorized.

President Donovan stated that he felt the University should study and consider permanent type apartment buildings to house married students and low-salaried staff members. He suggested Cooperstown as the area to study and consider. He recommended that an architect be employed to make a study of the area now occupied by pre-fabricated houses in the area known

as Cooperstown. It was pointed out that these houses and furniture were secured from the Federal Government at a price of \$1.00 each. The expected life of the houses at the time they were acquired was five years. They have been in use for some eight years. Cost of maintenance is high, and the University should begin to consider permanent type apartment construction.

President Donovan recommended employment of the firm of Brock and Johnson to study and prepare detailed drawings for the area and recommend a development plan.

Members of the Board discussed at some length the advisability of converting the area now known as Cooperstown into a site for permanent type apartment buildings to house married students and staff members.

Upon motion duly made, seconded and carried, the President and Comptroller were authorized to negotiate with the firm of Brock and Johnson to prepare development plans and preliminary drawings for the Cooperstown area, the architect's fee to be in accordance with the State-approved schedule of fees for architectural and engineering services.

I. Athletic Facilities and Food Storage Building.

President Donovan read a letter which he had received from the Comptroller concerning construction of a building to provide athletic facilities and food storage building for the University.

March 29, 1954

Dr. H. L. Donovan, President
University of Kentucky

My dear President Donovan:

The problem of feeding the students and the staff of the University has necessitated the establishment of the following dining rooms, cafeterias, and grills on the campus:

Women's Residence Hall Dining Room
Student Union Cafeteria
University Training School Cafeteria
Wildcat Grill
Dormitory Grill
Student Union Grill
Faculty Club
420 and 440 Hilltop Football Houses Dining Rooms.

We are now constructing a Men's Residence Hall which will contain a kitchen and cafeteria that will feed about 1200 men students.

The above eating establishments will have a volume of approximately \$1,000,000 per year. Raw food cost has ranged in these establishments from 40% to 60% of the volume involved. This means that the purchase of perishables and staple foods to accommodate the requirements of the food units at the University becomes a rather large volume of purchases approximating \$500,000 per year.

The storage facilities in each of our eating establishments are wholly inadequate for volume buying. We are, therefore, required to buy a large part of our requirements weekly.

Considerable saving can be secured if one is able to purchase canned commodities during a canning season of the particular food commodity involved. Big canneries will sell at a more favorable price in order to relieve their own storage facilities. A further saving can be effected on perishable items such as meats, fowl, fish, etc., if purchase can be made in some degree of volume. Currently we have no opportunity to take advantage of quantity buying in carload lots or half carload lots. If we had food storage facilities adequate to take care of University needs, considerable saving could be effected; but another item just as important--we could have our perishable goods and staple foods on hand and eliminate the volume of small purchasing that is now going on, which, I assure you, consumes a considerable amount of time in the aggregate. Due to our feeding units being so widely scattered individual buying for the needs of each one seems to be the most satisfactory method of purchasing our requirements. If we had a food storage building, this problem would be eliminated and quantity buying would be feasible; and, at the same time, each feeding unit would be able to requisition their individual requirements without relation to any other feeding unit on the campus. A food storage unit greatly lessens problems of state centralized purchasing through the Department of Finance at Frankfort. Proper checks and expert testing of foods to the end that they meet specifications can be efficiently administered.

The Board of Directors of the University of Kentucky Athletic Association has authorized the construction of a small building to provide locker facilities, including bathrooms, coach's lecture room, equipment room, and first-aid room to accommodate the football squad while using the practice field located east of the new men's dormitory. The new locker and bath house facilities building will be located near the west end of the practice field and north of the new men's dormitory. It is feasible to combine a food storage building with the locker and bath house facilities for the Athletic Department. We think the total cost for construction would be less than the cost would be if the buildings were constructed separately. Realizing this to be a fact, the Board of Directors of the Athletic Association have approved, subject to confirmation by the Board of Trustees, the construction of a building on the site indicated above which will contain the facilities mentioned. The total cost of the building, which is estimated to be \$181,500.00 would be financed by the University of Kentucky Athletic Association. The approximate cost of that part of the building, which would be used by the Athletic Department, is \$57,050.00 and the area which would be used for food storage would

approximate \$123,450.00. This price is estimated to include refrigeration equipment necessary for a food storage unit. The Board of Directors of the Athletic Association has agreed to construct the building and lease a portion to the University to be used for food storage facilities. We believe a food storage building would not only add materially in furnishing foods to the various University eating enterprises but would enable us to purchase at a saving, which would over a period of years liquidate the cost of these facilities.

I, therefore, recommend that the Board of Trustees concur in the decision of the Board of Directors of the Athletic Association to build a single unit building adequate to house bathroom and locker facilities for the Athletic Department and a food storage area, including cold storage facilities; and to authorize the execution of a contract to lease the food storage facilities from the Athletic Association at an annual rental sufficient to amortize the cost of the food storage area over a period of ten years with the privilege to make larger payments annually if funds are available to repay the Athletic Association, plus interest for its original outlay of funds.

The Comptroller's Office makes a charge to the various auxiliary enterprises for supervision of service units, and there are now available funds adequate to assure success of this project. Such an arrangement would eliminate the expense incident to a bond issue, secure for the University a building entirely paid for in a period of ten years, and at the same time provide investment for Athletic Association funds at an interest rate in excess of what their surplus funds are now earning.

Respectfully submitted,

(Signed)

Frank D. Peterson
Comptroller.

President Donovan recalled that the University of Kentucky Athletic Board of Control had authorized the construction of a building to provide bath house and locker facilities, and the construction of a food storage building, provided such met the approval of the Board of Trustees of the University. He submitted preliminary plans for such a building which were examined by members of the Board.

Upon motion duly made, seconded and carried, the President and Comptroller were authorized to enter into lease arrangement with the University of Kentucky Athletic Association for the use of storage building when the building is completed and ready for occupancy, the lease agreement to provide that the building be leased for a period not to exceed ten years at an annual rental that would amortize the cost of the building.

J. Proposed Roadway through Experiment Station Farm.

President Donovan stated that the University had not received formal request for right of way through the Experiment Station farm, but there had appeared in a local paper a news item proposing such a right of way. Mr. Herschel Weil and Mr. William B. Rogers have conferred with representatives of the University, exploring the idea.

President Donovan stated that he had received protests from the Kentucky Farm Bureau Federation, the Fayette Farm Bureau, and citizens living on Tremont Avenue.

President Donovan also reported to the Board that the University had informally offered to the City, through Mr. Fritz, Lexington City Manager, a 16-foot right-of-way in addition to and along the existing 20-foot Hilltop Alley. This would make available a 36-foot street connecting Rose Street with Woodland Avenue along Hilltop Alley.

President Donovan reported further that the road across the farm would not only greatly damage experimental work going on there but would require the wrecking of 30 or 40 houses in Cooperstown now occupied by married veterans. The Experiment Station farm is dedicated to research and should not be used under any conditions for roads of no benefit to the experimental farm.

Upon motion duly made, seconded and carried, the resolutions of the Kentucky Farm Bureau Federation, the Kentucky Farm Bureau, and citizens living on Tremont Avenue were received and authorized filed.

K. Foreign Operations Administration Contract.

President Donovan reported that representatives of the University had again contacted Washington officials and were exploring technical assistance work in Yugoslavia, provided:

- (1) Yugoslavian government and education officials, and our own officials of the Foreign Operations Administration, request us to consider a comprehensive program of technical assistance in Yugoslavia, and
- (2) Appropriate representatives from the University of Kentucky are sent to Belgrade (at FOA expense) to explore on the scene what is desired in relation to our own staff resources, and
- (3) No commitments are made unless and until such a careful exploration results in a conviction that the opportunity is desirable and feasible.

President Donovan reported that we may not be called on to explore the possibility of a three-year contract for technical services in Yugoslavia but, if we are asked to do so, we should be able to respond expeditiously one way or the other. He explained that Yugoslavian government and education officials and also our FOA staff in Belgrade have already expressed a lively

interest in such a program with one or with more than one American university. The need and opportunities for great service in Yugoslavia might make it possible for more than one university to work in that area. He suggested that, if two universities were selected, one might work in the Zagreb area and one in the Belgrade area. Belgrade officials have informed the FOA staff abroad that they are interested in the University of Kentucky. No official action has been taken in Washington. The U.N. and also several foundations already have programs of technical assistance in operation in Yugoslavia, but so far none has worked directly with any of the five well established universities and technical institutes in the country. It is very likely that, within a year, several universities will be working there.

We still have prospects of being asked for technical assistance in Turkey. The University and the F. O. A. in Washington are willing to pursue this possibility.

President Donovan recommended that the Board grant permission to explore either the opportunity in Yugoslavia or Turkey as occasion may require and reach such conclusion as seems best, after careful study.

Members of the Board discussed at some length the possibility of the University rendering technical services in Yugoslavia or in Turkey. They were advised that the University did have appropriate representatives on the faculty of the University to render technical assistance work in either area.

Upon motion duly made, seconded and carried, the University was directed to explore either opportunity as occasion may require and reach such conclusions as commend themselves to the administrative officials, after careful exploration. The President and Comptroller were authorized and directed to negotiate and execute such contract as may be presented if, in their judgment, the University is properly protected, and competent technical assistance from the University of Kentucky is available from its own staff resources.

L. Policies to Govern the Employment of University Personnel upon Research Contracts.

President Donovan submitted statement of policies governing the employment of University personnel and others on research contracts of the Kentucky Research Foundation. He explained that we needed policies governing employment of our personnel working on Kentucky Research Foundation contracts. He emphasized the advantage of incentive pay to regularly employed personnel assigned to work on research contracts of the Kentucky Research Foundation. The governing policies statement was read:

POLICIES GOVERNING THE EMPLOYMENT OF UNIVERSITY PERSONNEL AND OTHERS ON RESEARCH CONTRACTS OF THE KENTUCKY RESEARCH FOUNDATION

The University recognizes that prestige may be gained by the work

of a professor on a sponsored research project. A professor pursuing such research in his chosen field extends his working time beyond the normal working day. Accordingly it seems appropriate at times to award the research professor, when funds are available from the sponsored project, a temporary salary increase. When such a salary increase is allowed, the fraction of the professor's working time devoted to the research shall be approximately the same as the ratio of the temporary salary increase to his total salary. The professor shall be expected, however, to discharge fully the responsibilities covered in his regular University assignment.

There shall be a specified limit to the temporary salary increase that a professor may receive in a particular case, and the amount shall be proportional to the anticipated value of his research to the University. The following maximum increments are suggested. However, they are not mandatory and it is intended that a maximum increase be allowed only where the professor is exceptionally well qualified to direct or supervise the particular project or projects. In every case the increment must be approved by the department head, the college dean, and the President of the University and it must be strictly in keeping with the letter and spirit of the contract.

VALUE OF CONTRACT OR CONTRACTS	TEMPORARY SALARY INCREASE
Under \$5,000	5% of Basic Salary with a minimum of \$35 per month
\$5,000-\$10,000	10%
\$10,000-\$15,000	15%
\$15,000-\$20,000	20%
\$20,000-\$30,000	25%
Above \$30,000	30% of Basic Salary with a maximum of \$150 per month

In some cases, an individual will have a major part in more than one contract and for this his temporary salary increase may be based on the aggregate value of all contracts applicable. To be eligible for a temporary salary increase, as described above, a person must have the rank of assistant professor or above and furthermore, he must accept a major share of the responsibility for the execution of the contract. Finally, he must have had training and experience in the particular area of research covered by the contract.

The individual primarily responsible for the contract shall be designated the Director. A Director of a large contract may need the assistance of a Supervisor with training and experience in the research area. The same temporary salary increases and the same qualifications shall apply to both contract Directors and Supervisors. Contract Directors and Supervisors shall be actively engaged in the research and they shall

direct and supervise other research personnel, the purchase of supplies and equipment, and the planning of the project. In no case shall more than 15 per cent of a contract appropriation be expended for salary increments. An individual assigned to a sponsored research project part-time is not necessarily ineligible to receive a temporary salary increase. Any additional pay shall be determined in the light of the work schedule presented and it shall be related to the basic salary as the research load is related to the basic assignment.

A Director or Supervisor may be assigned to a contract as one of his regular duties and a proportional part of his basic salary may be paid by the contract, thereby reducing the compensation received from the University. In such a case there would, of course, be no temporary increase in salary.

A department head may recommend the employment for contract research work of personnel not eligible for the above described salary increments. Such work must be executed without any reduction in regular University duties and on extra time. Individuals may be paid on an hourly, weekly, or monthly basis for such work, but the rate for the period must be specified and a time sheet must be submitted. The rate may range from 1.0 to 1.5 times the individual's basic salary rate for a like period, but the extra time shall be limited so that the income received during a month does not exceed 25 per cent of the basic salary, or a maximum of \$150. The maximum must be reserved for emergency situations with a substantially lower figure for normal activities. As an example there may be cited the case of a technician whose pay at the University is at the rate of \$1.60 an hour, and whose assistance is needed on a research project. In accordance with the above policy this technician might be paid from project funds at any rate deemed appropriate but not to exceed \$2.40 (1.5 x \$1.60) an hour. However, the amount of time devoted to the project would have to be limited in such manner that the extra pay would not exceed 25 per cent of his basic salary. In any arrangement of this kind the pay rate must be acceptable to the contracting agency and to the department head and dean of the college with which the contract is identified.

Full-time and part-time persons, other than those on the University staff, may be employed for a specific research project and paid from contract funds. However, the contract for such employment may not extend beyond the closing date of the research contract and the employee shall acquire no tenure rights at the University. The rate of pay for such persons shall be based on experience, education, and special skills or abilities bearing on the particular assignment, and it shall be in keeping with salaries paid at the University to individuals of like qualifications. However, a reasonable adjustment may be made in order to compensate for the temporary character of the employment. In accordance with experience, training, degree of responsibility, and salary, the titles of these temporary employees shall be research assistant, research associate, and research specialist.

Members of the Board being advised, on motion duly made, seconded and carried, the policies governing employment of University personnel on research contracts of the Kentucky Research Foundation were adopted as quoted above and made effective at once.

M. University of Kentucky Debating Team National Champions.

President Donovan reported that the University of Kentucky had participated in seven debate tournaments this year. We have been awarded first place in five of them; placed third in the other two. We have competed against 112 colleges and universities in 25 states. Most of the 112 colleges and universities are major institutions and all of them do considerable debating.

President Donovan expressed great satisfaction at the University of Kentucky's debating team having won eleven out of twelve debates and being termed the national champions.

Members of the Board of Trustees expressed gratification, and upon motion duly made, seconded and carried, President Donovan was requested to convey to the faculty, staff, Tau Kappa Alpha, and members of the debating team, commendation and congratulations of the members of the Board, on behalf of the University of Kentucky for the honor and distinction brought to the University through their forensic achievements.

N. Honorary Degrees.

President Donovan submitted the report of the Committee on Honorary Degrees which recommended, the graduate faculty and the University Faculty concurring, honorary degrees conferred upon two persons at the June Commencement, 1954. He read a citation concerning each person recommended for the honorary degree.

Upon motion duly made, seconded and carried, the recommendation of the Committee on Honorary Degrees, concurred in by the Graduate Faculty and the University Faculty, was approved, and the names of the recipients were authorized withheld from minutes of this meeting and automatically inserted in the minutes of the Executive Committee at the May meeting.

O. Resolution of Steering Committee on Medical School.

President Donovan submitted a communication of J. Stephen Watkins, transmitting copy of a resolution passed by a steering committee on the proposed medical school at the University of Kentucky.

Dated at Lexington, Ky., March 25, 1954

RESOLUTIONS BY STEERING COMMITTEE

WHEREAS, it is agreed by all interested parties that more doctors are needed in Kentucky and

WHEREAS, the Council on Medical Education of the American Medical Association, in its report of 1951, recommended the establishment of a Medical School at the University of Kentucky, and

WHEREAS, the Legislative Research Commission and its Committee of Medical Advisers recommends the establishment of a Medical School at the University of Kentucky as soon as funds could be made available, and

WHEREAS, all studies point to the need for a second Medical School in the state, and

WHEREAS, the University of Kentucky is the most logical location for such a school, and

WHEREAS, it is the duty of the University of Kentucky to provide the higher educational needs of the state, and

WHEREAS, the building of an adequate Medical Teaching Center is accomplished generally throughout the country by the use of funds from private sources as well as public funds, and

WHEREAS, the critical need for such a school in Kentucky has prompted a representative group of interested citizens to create a Steering Committee to work towards the realization of this worth-while project, and

WHEREAS, this Committee has on this date met to consider these problems,

NOW, therefore, BE IT RESOLVED that this Committee respectfully petitions the Board of Trustees to establish a Medical School at the University of Kentucky

And further, BE IT RESOLVED that upon affirmative action by said Board of Trustees it will undertake the formation of the Kentucky Medical Foundation for the purpose of raising funds from private sources to match public funds for the establishment of a Medical School at the University of Kentucky.

And further, BE IT RESOLVED that these resolutions, signed by J. Stephen Watkins, Chairman of this Committee, be transmitted to Hon. Lawrence W. Wetherby, Chairman of the Board of Trustees of the University of Kentucky, and a copy be sent to Herman Lee Donovan, President.

(Signed) J. Stephen Watkins, Chairman

Upon motion duly made, seconded and carried, the resolution was authorized received and taken under advisement.

P. Lexington Medical Center, Inc., Sewer Line.

President Donovan reported request from the Lexington Medical Center, Inc., for permission to install a sewer line in the same ditch and parallel to the discharge line serving the Central Baptist Hospital.

President Donovan explained that this additional sewer line would be installed at the same time and in the same ditch as the Central Baptist Hospital line is installed. He stated that it was a pressure line and that there were no manholes or outlets along the line.

Upon motion duly made, seconded and carried, the Lexington Medical Center, Inc., was given an easement to install sewer line in the same ditch and parallel to discharge line as above stated, with the understanding that the line shall be installed to the complete satisfaction of the Comptroller of the University.

Q. Apartment on Washington Avenue Lent for Offices to Experiment Station.

President Donovan read a letter from Dean Welch requesting additional office space for employees of the Experiment Station.

February 12, 1954

President H. L. Donovan
University of Kentucky

Dear President Donovan:

For some time I have been concerned about the low quality, undesirable office space on the part of a good many of our staff people and in analyzing our program and looking ahead, there is a possibility that we will have some modest expansion next year, taking account of our State funds and some prospective increase in Federal funds. Moreover, as we expand our program of work, I believe that the United States Department of Agriculture is going to be more interested in cooperative work and of course our contribution to cooperative work with the USDA is in terms of providing office and laboratory facilities for their men that work on our projects.

We are losing this spring, as you know, our corn breeder, a young man of outstanding promise in a field in which we need high competency, and I believe that his leaving us was related probably in some measure to the dispersion of our agronomic staff and to

limitations of office and laboratory facilities. This has been a matter about which I had planned to talk with you for some time but we usually had other matters to discuss when we visited together.

I understand now that the football boys would be moved out of the two buildings just across the Washington drive from our building and that these buildings will be available for other purposes. I am sure that the total needs of the University for space would mean that these buildings could be used for a number of purposes but I am wondering if there might be a possibility of our having these buildings assigned to us to be converted into office and laboratory space for our research and extension workers. I believe that we would be able to make some contribution to the necessary conversion if the buildings could be made available to us.

This matter is urgent and important in terms of our building for the future and I would hope that we may have an opportunity to discuss it more fully at your convenience.

Sincerely yours,

(Signed)

Frank J. Welch
Dean and Director

President Donovan recommended that the building at 121 Washington Avenue, which was formerly occupied by the football boys, be turned over to the Experiment Station staff for offices of members of its staff. Any changes or alterations necessary shall be made at the expense of Experiment Station funds.

Upon motion duly made, seconded and carried, the recommendation of the President was concurred in, and the building at 121 Washington Avenue was assigned as a loan to the Experiment Station, to be used for offices of members of its staff.

R. Installation of Analyzer Approved.

President Donovan reported receipt of a letter from Dean Terrell approving a request of Dr. H. Alex Romanowitz, head of the Department of Electrical Engineering. Doctor Romanowitz requests permission to design, construct and install an A. C. Power Network Analyzer, in cooperation with the Kentucky Utilities Company. The Kentucky Utilities Company has subscribed \$25,000 to the project. President Donovan read a letter from Doctor Romanowitz:

February 22, 1954

Dean D. V. Terrell
College of Engineering
University of Kentucky

Subject: An A. C. Power Network Analyzer
proposed in the Department of
Electrical Engineering

Dear Dean Terrell:

As you know, I have been devoting some of my time since last October to the promotion of a project which has developed to the point where we can begin actual work. The project involves the design, construction and installation of an a. c. power network analyzer by members of our department staff, with some student help. This machine will provide facilities which will strengthen our instruction program in electric power engineering. Its presence in our college will enhance the reputation of our university among engineering educators and officials of electric power companies in the eastern half of the United States.

Mr. R. M. Watt, President of Kentucky Utilities Company, and Mr. E. W. Brown, Vice President, have expressed extensive interest in our endeavors, and would like to see an a. c. analyzer in operation in our college. They recommended to their Board of Directors last month that the company subscribe \$25,000 to our project, and the recommendation was approved unanimously. Enclosed herewith is a letter from Mr. Brown advising us of this decision.

I have had conferences with officials of four other companies, in their offices, and long distance telephone conversations with five other power company administrators. One stated definitely that his company could be counted on for a small initial subscription and a larger amount later. Two others are considering seriously the matter of advancing funds for this purpose. The following statements summarize the important features of the analyzer project and our plans for its development.

1. A 20 generator a. c. power network analyzer is planned, with adequate line and load elements. This device is, in effect, a miniature electric power network which can be adjusted to represent a commercial power system in miniature and serve as a model for studying system performance. The installation will occupy a space about 35 ft. long, 6-1/2 ft. high and 2 ft. deep. We wish to use Room 219 Anderson Hall for the machine.
2. The design and supervision of construction will be done by present staff members of the department of electrical engineering, without extra financial compensation. Pay for student help will come from funds subscribed by the Kentucky Utilities Co. and other companies who will pay in advance for future use of the analyzer. A usage rate

schedule, enclosed herewith, indicates how advance payments may be prorated for use in future years by subscribing companies.

3. Although the ultimate cost of the complete analyzer may approach \$75,000, we are confident that we would be wise in starting now on the preliminary designs and the procurement of materials for pilot models of basic circuits and sections. We hope to procure some of the material needed through gifts from manufacturers. Furthermore, we have reasons to believe that further financial assistance will be forthcoming from some of the companies that have been contacted.
4. We estimate that about a year and a half will be required to design, build, test and install the complete machine. This estimate is based upon the experience of a faculty group that built a similar machine in one of the largest universities in the midwest.
5. It is planned to rent the analyzer to power companies that are not in the initial subscription group, at the prevailing rate of \$100 per day. My contacts indicate that we should have a substantial number of users of the machine each year at this rate. It is estimated that revenue thus obtained will be adequate to keep the analyzer in operation and pay half the salary of a department staff member who will devote half his time to the analyzer.

Our graduate degree program in electric power engineering will embrace studies and research problems in which the analyzer will be used extensively.

6. Dr. Leo M. Chamberlain advised me that the Kentucky Research Foundation is willing to handle the funds donated for the project. The money will be kept in a special account and paid for materials and services upon recommendation of the head of the Department of Electrical Engineering and the Dean of Engineering.

Will you kindly bring this information to President Donovan's attention and request official approval of our plan and proposal? It is desirable, of course, that he write a letter to the Kentucky Utilities Company, thanking them for this gift and for their help in making this project possible.

I think the company should have recognition for this act in a much more extensive manner than a mere listing, as a donor of \$25,000, in the usual newspaper report following the next meeting of the Executive Committee of the Board of Trustees. But I should prefer that the matter not be emphasized in the papers until the dedication of the completed analyzer. At that time we can run a large feature article and give K. U. plenty of credit therein. We can explain to K. U. now that we are saving the real publicity until the dedication.

ceremonies, at which time the public will be invited to inspect the finished machine.

Very truly yours,
(Signed) H. Alex Romanowitz
Head, Department of
Electrical Engineering

President Donovan recommended that the request be granted and the Kentucky Utilities Company be informed of acceptance of the grant of \$25,000 to be used on the project.

Upon motion duly made, seconded and carried, the request was approved and the A. C. Power Network Analyzer was authorized designed, constructed and installed.

S. Parking Fine Account Transferred to the Student Loan Fund.

President Donovan reported that the parking fine account balance consisted of about \$6,700.00. He recommended that the balance be transferred to the Student Loan Fund.

On motion duly made, seconded and carried, the balance of the Parking Fine account of \$6,700.00 was authorized transferred to the Student Loan Fund.

T. Foreign Student Awards for 1954-55 Approved.

The Committee on Foreign Students recommended the following awards for the 1954-55 academic school year:

<u>\$600 plus free tuition:</u>	Anne Kathrine Halvorsen	(Norway)
	Laura Moretti	(Italy)
(alternate for the above award)	Yuji Nakata	(Japan)
<u>Free tuition awards:</u>	Yuji Nakata (effective providing he does not take the alternate award above)	
	Mitsuo Iwasaki	(Japan)
	R. U. Kadri	(Pakistan)
	Devata Sriramamurty	(India)
	Thomas I-Yao Chen	(Taiwan)
	Edward Fearis	(Ireland)
	Keinosuke Sakai	(Japan)
	Madoka Morimoto	(Japan)
	Francine Nicolle	(France)
	John S. Y. Chiu	(Taiwan)
(Alternates for the above awards)	Ilhan Kum	(Turkey)
	Shin Yong Lho	(Korea)
	Claes Fredrik A. Kalling	(Sweden)
	Hsueh-Ting Lee	(Taiwan)
	Amada Altagracia Pittaluga Nivar	(Dominican Republic)

President Donovan recommended that the Heidelberg fellowship again be awarded to Miss Ellen Kerckhoff van Gemeren for the year 1954-55. He also concurred in the recommendation of the Committee on Foreign Students.

Upon motion duly made, seconded and carried, the recommendations of the President were concurred in, and the awards indicated were approved for the school year 1954-55.

U. Light Horse Husbandry Contract Approved.

President Donovan submitted contract covering rental of horses for the course in Light Horse Husbandry for the current semester. He stated that the contract form is identical to that approved by the Board for the school year 1952, and recommended approval and authorization.

Upon motion duly made, seconded and carried, the contract for the rental of horses for the course in Light Horse Husbandry was approved and authorized executed on behalf of the University.

V. Small Egg Incubators Authorized Sold.

The Comptroller reported that the Department of Animal Pathology had two small egg incubators surplus to their need. He recommended that one be sold to Dr. Halbert Leet for \$100.00, and that the other be offered for sale.

Upon motion duly made, seconded and carried, the recommendation of the President was concurred in and the Comptroller was authorized to make delivery, upon receipt of payment of purchase price.

W. Ruth McQuown to Do Outside Work.

President Donovan reported request of Miss Ruth McQuown, concurred in by Dean M. M. White, College of Arts and Sciences, to serve as part-time Executive Secretary for the Greater Lexington Committee. It was understood that the maximum time per week to be served would be eight hours, and that time would not be during the regular working hours of the University. Miss McQuown will receive \$100.00 per month for the work. President Donovan recommended that the request be granted.

Upon motion duly made, seconded and carried, the Board concurred in the recommendation of the President.

X. Dr. Robert Lee Mills Appointed Registrar.

President Donovan read the following communication from Dr. Leo M.

Chamberlain, Vice President, recommending the appointment of Dr. Robert Lee Mills as Registrar of the University:

January
Twenty-eighth
1954

President H. L. Donovan
University of Kentucky

Dear President Donovan:

In conformity with the understanding that we have had as a result of our several conferences, I am recommending the appointment of Dr. Robert Lee Mills as Registrar of the University to fill the vacancy created when Dr. Tuthill went to Duke University.

After a conference with Dean Dickey, I am suggesting that Dr. Mills be given the title of Registrar and Professor of Education. It is our hope that Dr. Mills will be able, after he has been in the office for perhaps a year, to give some time to the supervision of the work of graduate studies in Education and that he will also be able to establish again a program for the training of young people interested in college admissions and recording. Ultimately we should like to see him promote a somewhat more comprehensive program for graduate students who are interested in a variety of positions in institutions of higher learning.

I am recommending that Dr. Mills be employed on a twelve months' basis at a salary of \$7,200. It is our understanding that he will report for duty not later than April 1, and if possible, by March 15. In my conversation with Mr. Wendell Butler, State Superintendent, I agreed that we would have in mind his problem in replacing Dr. Mills when we settled on a date for his coming to the University.

Dr. Mills received his Bachelors degree at the University in 1938 and his Masters degree in 1941. He was a mathematics teacher in the Covington schools from September, 1938, to August, 1941, and from the latter date until 1948 he served successively as an instructor at Chanute Field, Illinois; as Head of the Hydraulics Department at the Lincoln Air Base, Lincoln, Nebraska; and as Supervisor of Operating Personnel at Oak Ridge, Tennessee. He returned to the University in September, 1948, to work on his doctorate and received the degree of Doctor of Education in August, 1950. Since that time he has been employed in the State Department of Education and is presently Director of the Division of Finance. Dr. Mills is married and owns a home here in Lexington. He has two children.

I have consulted with the professors in the College of Education who supervised Dr. Mills' graduate studies and with Professor James W. Martin of the College of Commerce who also assisted in directing his thesis. I have talked also to Mr. Wendell Butler, the State Superintendent of Public Instruction, and to others who are familiar with his work. Uniformly the reaction has been that Dr. Mills is equipped, in terms of natural ability, education, and experience to do an effective job as University Registrar, and it is with a high degree of confidence that I am recommending his appointment.

Sincerely,

(Signed)

Leo M. Chamberlain
Vice President.

President Donovan concurred in the recommendation, and upon motion duly made, seconded and carried, Dr. Robert Lee Mills was appointed Registrar of the University of Kentucky, effective April 1, 1954.

Y. Dean Elvis J. Stahr, Jr., Appointed Provost.

President Donovan read a prepared statement:

Appointment of a Provost

About fifty years ago Mr. Andrew Carnegie and Mr. John D. Rockefeller set aside a large portion of their fortunes for the promotion of education, of health and of the general welfare of people. The Carnegie Corporation, the Rockefeller Foundation and the General Education Board were created for the purpose of giving away intelligently large sums of money for the education of our people. Other men of great wealth began to follow the lead of Mr. Carnegie and Mr. Rockefeller and we soon had the Russell Sage Foundation, the Alfred E. Sloan Foundation and many others. In recent years the number of foundations has multiplied very rapidly until we have now between 1,000 and 1,200 such organizations in the United States, each of them attempting to spend its money for the promotion of the education, health, welfare and culture of our people. The Ford Foundation, the largest that has ever been created, is one that has recently come into existence. Practically all of these foundations, large or small, spend much of their money through colleges and universities.

During the years I have been President of the University of Kentucky, I would estimate that this institution has received approximately half a million dollars from foundations for the promotion of desirable educational programs. However, I am

persuaded that if we were properly organized so as to be able to present effectively requests to foundations for funds to support certain highly desirable educational programs that the University of Kentucky is prepared to carry on, much larger sums of money could be derived from this source. As a matter of fact, I believe that those institutions that have some officer well acquainted with the various foundations, and that make concentrated efforts to obtain foundation funds, will in the future be the institutions that secure most of such funds. This officer should know something of the history of the various foundations and the purposes for which they were created, and he should be able to prepare, in cooperation with deans and heads of departments and professors, briefs that very effectively and tersely state the nature of the project which the institution is prepared to undertake if funds could be secured. This person should also have a fine personality, a good approach, and be able to present orally an argument in a convincing manner in behalf of the proposal for funds for which the institution has applied.

The University established in 1945 the Kentucky Research Foundation. Vice President Leo M. Chamberlain was appointed President of the Foundation at that time and he has served continuously in this capacity. The Research Foundation has been a great success. Without a dollar to its credit in the beginning it now has a net worth of \$150,622.73. Because of the volume of work it was doing it recently became necessary to appoint a Director to administer its program. Dr. Merl Baker of the College of Engineering was selected for this position. The Research Foundation has secured a number of contracts with government agencies and with industry. All of this research is paid for by the Federal Government and industry and a liberal allowance for overhead is provided. This type of research greatly stimulates the faculty and graduate students who are enrolled in the departments that are involved. The extent of this type of research among institutions of higher education in the United States is of great magnitude. It is our desire to extend to the President and the Director of the Kentucky Research Foundation all the aid and assistance we can in promoting the research program. A University officer with legal training should be available when called upon by the Research Foundation to assist Dr. Chamberlain and Dr. Baker, to prepare briefs and to negotiate and interpret contracts with government agencies and industrial organizations for research which the Foundation and the University are prepared to do. This officer should, preferably, be familiar with the Federal Government and have experience in working with Government agencies.

The University has never had an official whose business it was to contact persons of wealth with a view of interesting them in establishing scholarships for students and for other worthy educational objectives. It is our belief that an official charged with contacting some of our wealthy citizens could bring to the institution large sums of money over a period of years through gifts and bequests. The University has never exploited this

possibility as many other state and private universities have done, and I believe the time has come to make a special effort in this direction.

For some time I have been thinking seriously about advising the Board of Trustees to authorize the appointment of an official who could effectively make contacts with foundations, and with persons of wealth who might be disposed to leave their property for the promotion of some worthy cause here at the University of Kentucky. This officer would be charged with working closely with the deans of the several colleges, heads of departments and certain professors who would be interested in promoting some program for which state funds are not available but for which funds from foundations could be secured. He would also assist the officials of the Kentucky Research Foundation in contacts with the Federal Government and in other ways, as outlined above.

At the same time, I am reluctant to seek out and employ a new high-level administrative officer for this type of work, at least until we have gained some experience with it and proved its value and can spell out the functions more specifically.

Dean Elvis J. Stahr of the College of Law impresses me as being ably and ideally prepared to undertake the work which I have outlined. He has the legal qualifications, a broad background of experience and is an excellent speaker, who can represent the University well in the effort to gain greater financial support. I have explored with him over a period of time the possibilities of this position and he has agreed to accept the challenge on an experimental basis. He would continue his administrative and supervisory responsibilities as Dean of the College of Law (with assistance as needed from some member of the Law Faculty), but would relinquish his teaching duties, and certain internal University activities in which he has been engaged, in order to serve in this capacity for a period of at least two years in which we can test the validity of this program.

In order to give the position the prestige that a position of the character which I have outlined should have, and to give it official status as representing the overall University rather than a single college, I am recommending that, effective July 1, Dean Stahr be given the title of Provost of the University and Dean of the College of Law, the appointment as Provost to be for a two-year period.

Upon motion duly made, seconded and carried, the recommendation of the President was concurred in and Dean Elvis J. Stahr was appointed provost of the University, to render the duties and services as outlined in President Donovan's statement.

Z. Dr. Leslie Martin Appointed Acting Dean of Men.

President Donovan reported that Dean A. B. Kirwan had requested that he be permitted to resign as Dean of Students that he may give full time as professor of history in the Department of History and be permitted to do research and writing. He recommended the appointment of Dr. Leslie Martin as Acting Dean of Men, Doctor Martin to occupy the apartment in Bowman Hall and Mrs. Martin to serve as hostess of the Men's Dormitories. He read the following statement:

Appointment of an Acting Dean of Men

Dr. A. D. Kirwan, Dean of Students, informed me approximately one year ago that he would like to be relieved of his administrative duties and return to teaching on a full-time basis. He stated that he felt that his administrative duties as Dean of Students consumed so much of his time that he could not pursue scholarly studies and teaching, which were in reality his primary interests. At that time he asked me to consider the appointment of someone to take over the administrative work of Dean of Students and permit him to give all of his time and attention to teaching and historical research. Dean M. M. White of the College of Arts and Sciences and Professor Thomas Clark, Head of the Department of History, also made requests that Dr. Kirwan be permitted to give his full time to the History Department. For the past year I have been studying various persons in relation to the administrative position which Dean Kirwan has held; and I am now prepared to make a recommendation on this matter. I am recommending that Dr. Leslie L. Martin, Assistant Director of Personnel and instructor in Psychology, be appointed Acting Dean of Men (former title for this position) to fill this vacancy.

Dr. Martin was born in Indiana; he is thirty-seven years of age; his college work was done at Purdue University. He received his B. S. Degree in 1937 and his M. S. Degree in 1941. Later he studied at Indiana University, completing his work for the doctorate in 1950. His major field of study was Psychology with emphasis on Educational Guidance.

We brought Dr. Martin to the University of Kentucky as Assistant Director of Personnel in 1949. He has also taught Psychology in the College of Education since that date. Approximately two-thirds of his time has been devoted to Veterans' Guidance and Clinical Counseling and one-third to the teaching of Psychology. He has served as Director of Speech, Hearing, and Clinical Psychology in the Michigan City Schools, Indiana; as Clinical Psychologist in the Army Air Force; and Assistant to the Dean, Junior Division, Indiana University. Dr. Martin has proven himself to be a very able teacher and a very effective vocational counselor. His preparation for the work of Dean of Men is exactly what we would like to have. He is a man of excellent personality and fine ideals. He has abundance of

energy and a splendid native ability. I am requesting that the Board appoint him to the position as Acting Dean of Men, effective July 1.

The University has employed the wife of the Dean of Men to serve as Housemother and Hostess for the boys in all of the dormitories on the campus. In Bowman Hall we have a social center where the young men meet their friends, their relatives, and where parties and social events of various kinds are frequently held. It is necessary to have someone as Hostess on such occasions and this would be the responsibility of the wife of the Dean of Men.

Mrs. Martin is a cultured, attractive young woman who has lived on college campuses during most of her adult life. She and Dr. Martin were married before he completed his graduate work, and she has had an opportunity to know the campuses at Purdue, Indiana, and Kentucky. The Dean of Men is required to live in an apartment in Bowman Hall, which was prepared for this official when that building was erected.

President Donovan commended Dr. A. D. Kirwan for the valuable service he has rendered as dean of students.

Upon motion duly made, seconded and carried, Dr. Leslie Martin was appointed Acting Dean of Men, effective July 1, 1954.

A-1. Injury to Cleo Jackson.

Mr. Cleo Jackson, pin boy in the Wildcat Bowling Lanes, while setting pins was struck by a ball. Emergency treatment was necessary. The bowling ball struck Mr. Jackson's shin bone and caused great pain. Medical treatment was given and x-rays were taken to determine damage to the bone. The Good Samaritan Hospital rendered a bill of \$14.00 for emergency treatment and x-rays.

Upon motion duly made, seconded and carried, the Board directed that the bill for \$14.00 rendered by the Good Samaritan Hospital be paid, with the express understanding that, in the payment of this bill, the University admits no negligence, nor does it establish a precedent in paying this claim.

B-1. Injury to Charles Baierlein.

President Donovan reported injury to Mr. Charles Baierlein who received severe face burns and injuries to both hands when an old war relic exploded. Mr. Baierlein was taken to the Good Samaritan Hospital for emergency treatment. His eyes were not impaired. One hand was severely cut and a small portion of the muscle was blown from the other hand. The Good Samaritan Hospital submitted invoice for room, care and other medical services aggregating \$308.60. Dr. W. Lloyd Adams submitted a bill for professional services in the amount of \$80.00. The President recommended

that these obligations be paid.

Upon motion duly made, seconded and carried, the Board directed that the invoice of the Good Samaritan Hospital in the amount of \$308.60 and the invoice of Dr. W. Lloyd Adams in the amount of \$80.00 be paid, with the express understanding that, in the payment of these bills, the University admits no negligence, nor does it establish a precedent in paying these claims.

C-1. Black Top on Roadway Authorized.

President Donovan reported that the University had constructed a road on the eastern and southern sides of fraternity row, the street now known as Huguelet Drive. He submitted plans and specifications for blacktopping the roadway and requested authorization and appropriation for the work.

Upon motion duly made, seconded and carried, the Comptroller was authorized to cause bids to be taken for blacktopping Huguelet Drive, and the sum of \$10,000 was appropriated out of unappropriated surplus, or so much as may be needed.

D-1. Gifts.

From: Bordon Company Foundation, Inc. --
\$1,500.00.

President Donovan reported receipt of a check for \$1,500.00 from the Borden Company Foundation, Inc., to be used for a senior student, majoring in Home Economics, who has achieved the highest average grade in all college work preceding the senior year, and who has included in her curriculum two or more courses in foods and nutrition. He explained that the award is in the amount of \$300.00 annually and is to be established for an initial five year period. He recommended that the grant be accepted.

Upon motion duly made, seconded and carried, the check for \$1,500.00 from the Borden Company Foundation, Inc., was ordered accepted, and President Donovan was requested to thank the donors.

From: Knott Coal Corporation, Anco,
Ky. --\$1,000.00.

President Donovan presented check for \$1,000.00 which he had received from the Knott Coal Corporation, to be used for scholarships for graduates of Knott County high schools who wish to study engineering. He stated that this would prove of inestimable value to young people entering the engineering field, and recommended acceptance of the gift.

Upon motion duly made, seconded and carried, the check for \$1,000.00 from the Knott Coal Corporation was ordered accepted, and the President was requested to thank Mr. Peyton L. Mitchell, president of the Corporation, for the gift.

From: Blue Diamond Coal Company, Knoxville, Tennessee -- \$865.00.

President Donovan reported receipt of checks totaling \$865.00 from the Blue Diamond Coal Company, Knoxville, Tennessee, to be used for second semester expenses of the three students on the Alexander Bonnyman Memorial Scholarships. He recommended that the checks be accepted.

Upon motion duly made, seconded and carried, the gift of checks amounting to \$865.00 from the Blue Diamond Coal Company, Knoxville, Tennessee, was ordered accepted, and the President was requested to thank officials of the Company for their continued support of the College of Engineering's educational program.

From: Foundry Educational Foundation, Chicago, Illinois -- \$500.00.

President Donovan stated that the Foundry Educational Foundation has included the University of Kentucky as one of the nine schools to participate in the Educational Assistance Fund recently established by the American Steel Foundries. He presented a check for \$500.00 from the Foundation and stated that the grant would be used to good advantage by the College of Engineering. He recommended that it be accepted.

On motion duly made, seconded and carried, the grant of \$500.00 from the Foundry Educational Foundation, Chicago, Illinois, was ordered accepted and President Donovan was requested to express to the donors the appreciation of the Board and the University.

From: American Broadcasting Company -- \$400.00.

President Donovan presented to the Board of Trustees check for \$400.00 which the American Broadcasting Company had donated to the University to cover the renewal of the two WLAP scholarships for 1954-55. He said it was understood that one of these awards would go to a person interested in Communications Engineering and the other to a student wishing to study Radio Arts, both students to be graduates of high schools living within the previously defined service area of WLAP. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$400.00 from the American Broadcasting Company was ordered accepted, and President Donovan was requested to thank the donors.

From: Anonymous Donor -- \$300.00.

President Donovan reported receipt of check for \$300.00 from a friend of the University who did not wish his name mentioned in connection with the gift. He recommended that the check be accepted and used to cover renewal of a scholarship in the College of Law.

Upon motion duly made, seconded and carried, the gift of \$300.00 was ordered accepted and used as recommended, and the President was requested to thank the donor.

From: Williamstown Rotary Club, Williams-
town, Ky. --\$125.00.

President Donovan stated that he was in receipt of check for \$125.00 from the Williamstown Rotary Club, Williamstown, Ky., which the Club had donated to the University of Kentucky Medical School Fund. He stated that the Williamstown Rotary Club was the first Rotary Club in the State to recognize that Kentucky should have another medical school, and he recommended that their gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$125.00 from the Williamstown Rotary Club, Williamstown, Ky., was ordered accepted and President Donovan was requested to thank the Club,

From: Western Kentucky Mining Institute
---\$125.00.

President Donovan reported that the Western Kentucky Mining Institute had presented to the Kentucky Research Foundation a check for \$125.00, to cover a scholarship in the College of Engineering for the second semester of the 1953-54 school year. He recommended that the gift be accepted and deposited to a new account to be known as the Henry A. Petter Scholarship Fund.

Upon motion duly made, seconded and carried, the gift of \$125.00 from the Western Kentucky Mining Institute was ordered accepted, and President Donovan was requested to thank the donors.

From: Mrs. William S. Taylor, Lexing-
ton, Ky., -- \$100.00.

President Donovan stated that the Kentucky Research Foundation had received check for \$100.00 from Mrs. William S. Taylor, to be placed in the William S. Taylor Memorial Fund. He explained that this grant would bring the Fund to an amount that would provide an annual scholarship, and be of great assistance to students needing aid. He recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of \$100.00 from Mrs. William S. Taylor was ordered accepted, and the President was requested to express to Mrs. Taylor the appreciation of the Board of Trustees and the University.

From: The W. Atlee Burpee Company --
\$100.00.

President Donovan reported that the W. Atlee Burpee Company had presented to the University \$100.00, to be used as an award for the outstanding student majoring in Horticulture who is considered by the staff to merit the award, and stated that the W. Atlee Burpee Company had for several years made this grant. He recommended that the check be accepted.

Upon motion duly made, seconded and carried, the gift of \$100.00 by the W. Atlee Burpee Company was ordered accepted and the President was requested to thank the donors.

E-1. Executive Committee to Meet at Cumberland State Park.

Vice Chairman Guy A. Huguelet stated that the Executive Committee of the Board of Trustees would hold its next meeting on May 21 at Cumberland State Park. He extended an invitation to other members of the Board to be present.

F-1. Appointments and Other Staff Changes.

President Donovan submitted staff appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes requested by deans and heads of departments.

ADMINISTRATIVE OFFICERS

Appointments

Elvis J. Stahr, Jr., Dean, Law College appointed Provost, effective July 1, 1954.

Dr. Robert Lee Mills, appointed Registrar and Professor of Education, effective April 1, 1954.

Dr. Leslie L. Martin, Assistant Director, Personnel, appointed Acting Dean of Men, effective July 1, 1954.

A. D. Kirwan, Dean of Students; Associate Professor, History Department, promoted to full-time Professor of History, effective July 1, 1954.

COLLEGE OF ARTS AND SCIENCES

Appointments

Blanton Collier, Lecturer, Physical Education Department, effective February 1, 1954.

Martha Elizabeth Keeton, Secretary, History Department, effective February 15, 1954. Transfer from Extension Department.

Glennalou Ryan, Secretary, Political Science, effective March 9, 1954.

Gloria Jean Walser, Clerk-Typist, Sociology Department, effective February 18, 1954, until June 30, 1954.

Peggy D. Stumbo, Research Assistant, Botany Department, effective February 1, 1954, until August 31, 1954.

Leaves of Absence

William D. Gilliam, Jr., Associate Professor, History Department, granted sabbatical leave for one semester during academic year 1954-55, effective September 1954.

William E. McCubbin, Assistant Professor, Physical Education, granted leave for July and August, and also for first semester of academic year 1954-55.

Resignation

Juanita Jane Spindler, Secretary, Political Science Department, effective March 23, 1954.

COLLEGE OF AGRICULTURE AND HOME ECONOMICS

Appointments

Bernice Vansickle Beers, Instructor (emergency), Home Economics, effective February 15, 1954, until June 5, 1954.

Paul Sutton, Assistant, Agronomy, effective March 1, 1954.

Thelma Comley, Typist, Extension, effective March 1, 1954.

Leonora Yenovkian, Clerk-Typist, Experiment Station, effective March 15, 1954.

Jo Ann Ross, Clerk, Entomology and Botany, effective March 1, 1954. Transfer from Administration Division.

Dorothy Holt Omer, Stenographer, Agricultural Economics, effective March 1, 1954.

Forest B. Devary, Farm Foreman, Bryant Farm, effective March 1, 1954.

Raymond Ray Stevens, Farm Laborer, effective March 1, 1954.

Carolyn Summers, Clerk Typist, Administration, effective March 1, 1954.

James T. Hatfield, Assistant County Agent, Calloway County, effective March 15, 1954.

James H. Edwards, Assistant County Agent, Ballard County, effective March 15, 1954.

Albert L. Hatfield, Assistant County Agent, Warren County, effective February 1, 1954.

Charles E. Broaddus, Assistant County Agent, Russell County, effective February 15, 1954.

Kenneth E. Flowers, Assistant County Agent, Simpson County, effective February 1, 1954.

Imogene W. Black, Assistant Home Demonstration Agent, Hartford, effective February 1, 1954.

Mary Ellen Mullins, Assistant Home Demonstration Agent, Somerset, effective February 15, 1954.

Jean C. Stewart, Assistant Home Demonstration Agent, Taylorsville, effective March 15, 1954.

William E. Boggs, Assistant County Agent, Whitley County, effective March 1, 1954.

Betty McBride, Clerk, Henderson, effective March 1, 1954.

Shirley E. Gill, Clerk, Russellville, effective March 16, 1954.

Catherine M. Wilson, Negro Assistant Home Demonstration Agent, Hickman County, effective February 1, 1954.

Verne Clifford Finkner, Associate Agronomist, Associate Plant Pathologist, effective May 1, 1954.

Leave of Absence

Dr. Durward Olds, Associate Professor, Dairy Husbandry, continuation of leave, effective June 10, 1954 until June 9, 1955, for continued work toward Ph. D. degree at University of Illinois.

Salary Adjustments

Charles E. Wyatt, Field Agent in Test Demonstrations, adjustment in salary, effective February 1, 1954.

Betty Jane Scherer, Clerk-stenographer, made Secretary, with adjustment in salary, effective April 1, 1954.

Anna L. Hochstettler, Assistant Home Agent, Owingsville, made Home Demonstration Agent, with adjustment in salary, effective February 1, 1954.

Edna M. Nickell, Assistant Home Demonstration Agent, made Associate, Pikeville, with adjustment in salary, effective March 1, 1954.

Vernon B. Banks, Assistant County Agent, Letcher County, adjustment in salary, effective February 1, 1954.

Charles O. Bondurant, Associate County Agent, Murray, adjustment in salary, effective February 1, 1954.

Hazel F. Hubbard, Assistant Home Demonstration Agent, Adair County, made Home Demonstration Agent, Green County, adjustment in salary, effective March 1, 1954.

William T. Hooks, Assistant County Agent, McCracken County, made County Agent in Webster County, with adjustment in salary, effective March 1, 1954.

Cecil E. Carter, Jr., Assistant County Agent, Hickman County, transferred to McCracken County, with adjustment in salary, effective March 1, 1954.

Manuel B. Arnett, County Agent, Johnson County, transferred to Pike County, with adjustment in salary, effective February 1, 1954.

Claude O. Christian, Assistant County Agent, Pike County, made County Agent, Johnson, with adjustment in salary, effective February 1, 1954.

Transfer

Graham Wilkins, County Agent, Webster County, made Associate County Agent, Graves County, adjustment in salary, effective March 1, 1954.

Resignations

J. Edward Klinker, Associate Horticulturist, effective March 31, 1954.

Pauline Elliston, Assistant in Service Office, effective March 15, 1954.

Roberta E. Hagstrom, Clerk, Extension, effective February 28, 1954.

Evelyn S. Kelley, Clerk, Home Economics, effective February 28, 1954.

Eloise E. James, Assistant Instructor, Home Economics, effective January 31, 1954.

Violette S. Weaver, Secretary, Extension, effective April 15, 1954.

Ruth Turner, Clerk, Extension, effective February 26, 1954.

Genevieve Hutchinson, Stenographer, effective March 13, 1954.

Richard G. Foy, Assistant County Agent, Graves County, effective February 28, 1954.

Thomas E. Humphrey, Assistant County Agent, Warren County, effective January 31, 1954.

Margaret Ponder, Demonstration Agent, Maysville, effective March 31, 1954.

Edwina Bordeau, Demonstration Agent, Clinton, effective March 15, 1954.

Frances Motsinger, Clerk, Logan County, effective March 15, 1954.

Peggie Nelson Jones, Clerk, Henderson, effective February 28, 1954.

Verna Guinn, Negro Assistant Home Agent, Hickman, effective March 20, 1954.

COLLEGE OF ENGINEERING

Promotion

R. L. Boggess, Instructor, Mechanical Engineering, made Assistant Professor, with adjustment in salary, effective April 1, 1954.

W. W. Walton, Jr., Instructor, Mechanical Engineering, made Assistant Professor, with adjustment in salary, effective April 1, 1954.

Resignation

C. B. Drake, Laboratory Technician, Mechanical Engineering, effective March 6, 1954.

COLLEGE OF EDUCATION

Leaves of Absence

Betty Beaty, Critic Teacher, Third Grade, University School, continuation of leave in order to finish work for Ph. D. degree at Indiana University. Leave to be extended until September 1955.

Ruth Sneed, Assistant Professor, Home Economics Education, granted leave from September 1, 1954, through August 1955, in order to continue work toward Ph. D. degree at Columbia University.

OFFICE OF THE PRESIDENT

Resignation

Ann Reichle Streeter, Assistant Secretary, effective March 31, 1954.

UNIVERSITY LIBRARIES

Appointments

Dorothy Allen Yancey, Assistant, Acquisitions Department, effective March 4, 1954 until June 30, 1954.

Rhodella A. Hughes, Typist, effective February 16, 1954.

Resignation

Adya Smith, Typist, effective January 31, 1954.

UNIVERSITY EXTENSION

Appointments

Delores L. Wells, Clerk-typist, effective March 15, 1954.

Mattie Sutphin, Secretary, effective February 15, 1954.

Salary Adjustments

Phyllis Weaver Wigington, Secretary, adjustment in salary, effective March 1, 1954.

Sarah Frances Goodman, Secretary, adjustment in salary, effective March 1, 1954.

Resignation

Mary Kathleen Robinson, Secretary, effective March 20, 1954.

UNIVERSITY EXTENSION - Northern Center

Appointment

Betty Jane Warnick, Secretary, effective March 8, 1954.

Resignation

Eva Grace Doan, Secretary, effective March 6, 1954.

DEAN OF STUDENTS

Appointments

Mrs. Clara Lynn, Housemother, Phi Kappa Tau, effective February 1, 1954.

Mrs. Anna B. Smathers, Housemother, Kitten Lodge, effective March 10, 1954.

Mrs. Lela Leith, Housemother, Kentucky Manor, effective March 10, 1954.

OFFICE OF THE DEAN OF WOMEN

Appointments

Mrs. Nancy D. Meadows, Secretary, effective March 17, 1954.

Mary Cary, Housemother, 643 Maxwellton Court, effective February 1, 1954.

Salary Adjustment

Angeline Wyatt, Secretary, adjustment in salary, effective February 1, 1954. Miss Wyatt has been doing the work of two people.

Mrs. Margaret Graves, Superintendent & Storeroom Clerk, Residence Halls, adjustment in salary, due to reduction in duties, effective April 1, 1954.

OFFICE OF THE COMPTROLLER

Appointment

Horace B. Ingalls, Business Management and Control, Fiscal Analyst, reinstated, effective February 15, 1954. Mr. Ingalls was lent to Georgetown College for an indefinite period.

Resignation

Lois Burton, Secretary, Business Management and Control, effective February 28, 1954.

STENOGRAPHIC BUREAU

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Appointments

Dorothy Davis Clay, Stenographer, effective February 15, 1954.

Agatha Parks, Clerk-typist, effective March 1, 1954. Formerly on semi-monthly basis.

STUDENT UNION COMMONS

Salary Adjustments

Mary Frances Hazlett, Supervisor of Line & Meat Room, adjustment in salary, effective March 1, 1954.

Laurence Roberts, Manager, Student Union Grill, adjustment in salary, effective March 1, 1954.

Edith Sparks, Manager, Dorm Grill, adjustment in salary, effective March 1, 1954.

Lorraine Quigley, Assistant Manager, Student Union Grill, made Manager, Wildcat Grill, with adjustment in salary, effective March 24, 1954.

Frances Johnson Livingston, Party Attendant, Commons, made Bus girl, Kentucky Manor, adjustment in salary, effective March 18, 1954.

Eliza Frances Stewart, Cafeteria, made Bus girl, Football House, adjustment in salary, effective March 19, 1954.

Little May Bryant, Cook, Cafeteria, transferred to Kitten Lodge, with adjustment in salary, effective March 14, 1954.

Mary Whiting, Cook, Cafeteria, transferred to Kentucky Manor, with adjustment in salary, effective March 14, 1954.

Ella Nora Price, Party Attendant, Cafeteria, transferred to Kitten Lodge as Bus girl, adjustment in salary, effective March 15, 1954.

Resignation

William Eugene Guyn, Manager, Wildcat Grill, effective March 24, 1954.

On motion duly made, seconded and carried, on President Donovan's recommendation, the above appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes were concurred in by the Board, and record was ordered made in the minutes.

G-7. Adjournment.

The Board of Trustees adjourned at 12:20 p. m. and went to Kentucky Manor (new football house) to inspect the house and to have luncheon. Mrs. H. L. Donovan joined members of the Board for luncheon.

Frank D. Peterson, Secretary
Board of Trustees and Executive
Committee