

Irregularities

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, January 21, 1944.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:30 a.m., Friday, January 21, 1944. The following members were present: Judge Richard C. Stoll, R. P. Hobson, H.S. Cleveland, and H.D. Palmore. President H. L. Donovan and Comptroller Frank D. Peterson were also present.

A. Approval of Minutes.

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- 1. Upon motion duly made and seconded, the minutes of the Executive Committee of November 18, 1943, are approved as published.

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B. Comptroller's Report.

The Comptroller read the following analysis of the financial report for the period ending December 31, 1943.

January 19, 1944

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I submit hereto attached financial report for the period July 1, 1943, to December 31, 1943.

The statement of unrealized income for the Division of Colleges shows that we have received 61% of the total estimated income. This, however, is subject to minor corrections brought about by revised budgets having been submitted recently for Auxiliary Enterprises and Activities. The report shows that 64% of the State appropriations has been received during the first six months. However, slightly more than 59% of these funds has been spent during the first six months. The report also reveals that Federal funds have been received in excess of the normal pro rata percentage. Of these funds, 60% has been spent, or encumbered. In the student fee group 67% of the estimated budget has been received. These receipts are placed to the credit of the Revolving Fund. Less than 50% of the Revolving Fund receipts has been spent.

The expenditures and encumbrances for the Division of Colleges amount to 46.5% of the current budget during the first six months of the year. This leaves 53.5% of the total budget estimate available for operation during the remaining six months of the current year.

The expenditures and encumbrances made against the budget estimate for the Experiment Station equal 47% for the first six months and leave 53% available for operations during the last six months. The expenditures for the Extension Division, during the first six months, equal one-half of the budget estimate.

The over-all picture of receipts and expenditures for the University reveals a healthy financial position at the middle of the current year.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Some discussion of the report followed, after which the Executive Committee took the following action:

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2. Upon motion duly made and seconded, the Comptroller's report is ordered received, accepted and filed.

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C. Note of Athletic Council and Alumni Association.

President Donovan presented the following letter with recommendation to the Executive Committee that the note be paid off:

January 7, 1944

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Some several years ago a note was made with the First National Bank and Trust Company and signed by the Athletic Council and Alumni Association of the University of Kentucky, for funds used in the construction of the Alumni Gymnasium. Certain payments have been made on the note from time to time. The face value at this writing is \$3,839.70. Since the making of the note the Board of Trustees, by minute, authorized the Business Agent of the University to sign the note making the University surety. This note is drawing 6% interest.

I recommend that the Board authorize this note paid in full, plus interest now due, from funds received on the Army contract.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

The Chairman of the Executive Committee explained the making of the note originally and, after some discussion, the following action was taken:

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3. Upon motion duly made and seconded, the Comptroller is authorized to pay off the note in amount of \$3,839.70, plus interest due at the time payment is made, and charge same against funds received on Army contract.

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D. Sigma Nu Fraternity Lease.

President Donovan submitted letter from the Comptroller concerning the execution of contract between the University of Kentucky and Sigma Nu Fraternity, and recommended ratification by the Executive Committee of the contract, and approval of the action of the Comptroller in signing same.

January 6, 1944

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I transmit herewith a lease by and between the Sigma Nu Pulliam Memorial Association and the University of Kentucky, whereby the University leases property known as 173 Euclid Avenue for a term of twelve months, beginning August 1, 1943, and ending July 30, 1944. This lease has been properly drawn, agreed to, and executed and I recommend its approval.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

The Executive Committee discussed various provisions of the lease, the term and rental rate, and after being thoroughly satisfied with all provisions of the lease, took the following action:

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4. Upon motion duly made and seconded, the lease made and entered into the 19th day of November between the Sigma Nu Fraternity and the University of Kentucky, for term of 12 months ending July 30, 1944, is hereby ratified and the action of the Comptroller in signing said lease is approved.

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E. Keeneland Association Gift.

President Donovan called attention of the Executive Committee to a gift which had been received from the Keeneland Race Track in the amount of \$5,530.35, which funds are to be used in accordance with the terms of the resolution passed by the Board of Directors of Keeneland Association, dated December 4, 1941, a copy of which is on file with the records of the Board of Trustees.

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5. On motion duly made, seconded and unanimously carried, the Executive Committee ordered the gift received and directed the President to write to the President of Keeneland Association, expressing the appreciation of the Executive Committee and the University of Kentucky for their generous contribution.

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F. Gift of C. N. Manning.

President Donovan reported to the Executive Committee that a gift of \$500.00 had been received from C. N. Manning for the purpose of paying the salary of Dr. W. Clayton Bower for teaching a course in "Religion and Culture" in the Department of Sociology. The Committee took the following action:

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6. Moved, seconded and carried that the gift be received, accepted, and that the President be directed to write Mr. C. N. Manning expressing the appreciation of the University for the gift.

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G. Fire Reported at Experiment Station.

President Donovan reported that one of the old beef cattle barns located on the back of the Experiment Station had burned, that it was a complete loss, and that the origin of the fire had not been determined. He also reported that the barn and contents were partially insured and that necessary steps had been taken to realize the insurance as carried. The Executive Committee received the information and took no action.

H. Partial Report of the Committee on Personnel Classification.

President Donovan reported that pursuant to authorization by the Executive Committee, he had appointed a Committee on Personnel Classification to study various problems connected with the non-academic group of employees of the University. He stated that this Committee, under the chairmanship of Dean Edward Wiest, had been studying various problems involved and had submitted a partial report on one of the problems, and that he had a recommendation from the Committee concerning a Change-of-Work plan, which report he desired to submit to the Executive Committee at this time. The

President read the following report:

January 18, 1944

President Herman L. Donovan
University of Kentucky

My dear President Donovan:

The Committee you appointed to study various problems related to employees of the University other than Academic and Administrative Personnel or Field Extension Personnel, is ready to make a recommendation concerning a change-of-work plan. The recommendation is as follows:

Whenever any employee of the University of Kentucky, not classified as Academic and Administrative Personnel or Field Extension Personnel shall have reached the age of seventy years and shall have been employed for fifteen consecutive years, he shall no longer perform the duties that he has theretofore performed, but he shall perform such duties as may be designated by the President of the University. If a decline in the capacity of the employee warrants it, he shall be assigned other duties after the age of sixty years at the discretion of the President. For the performing of such other duties he shall receive a sum equal to twenty per cent of the last year's salary or wages received by him prior to the time he is assigned other duties plus one per cent of the salary or wages for each year of service in the University. However, in no case shall such payment exceed fifty per cent of the salary or wages received by him at the time he is assigned other duties. The salary or wages so modified, shall be paid as salaries or wages of the employees of the University are paid, subject, however, to termination by the Board or the Executive Committee.

Very sincerely yours,

(Signed) Edward Wiest.

Dean Edward Wiest, Chairman
Professor T. R. Bryant
Professor L. H. Carter
Professor E. B. Farris
Miss Ethel Jelley
Mr. Frank D. Peterson
Professor L. L. Quill
Professor Frank Randall
Professor Margaret Ratliff
Professor Maurice F. Seay
Professor Perry West
Miss Anne Wilson.

The Committee discussed the report as made and expressed the opinion that such a policy would undoubtedly prove to be economical for the University, and took the following action:

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7. Upon motion duly made, seconded and unanimously carried, the policy of the University of Kentucky in regard to employees of the University not classified as Academic or Administrative Personnel or Field Extension Personnel shall be the following:

"Whenever any employee of the University of Kentucky, not classified as Academic or Administrative Personnel or Field Extension Personnel, shall have reached the age of seventy years and shall have been employed for fifteen consecutive years, he shall no longer perform the duties that he has theretofore performed, but he shall perform such duties as may be designated by the President of the University. If a decline in the capacity of the employee warrants it, he shall be assigned other duties after the age of sixty years at the discretion of the President. For the performing of such other duties, he shall receive a sum equal to twenty per cent of the last year's salary or wages received by him prior to the time he is assigned other duties plus one per cent of the salary or wages for each year of service in the University. However, in no case shall such payment exceed fifty per cent of the salary or wages received by him at the time he is assigned other duties. The salary or wages so modified shall be paid as salaries or wages of the employees of the University are paid, subject, however, to termination by the Board or the Executive Committee."

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I. Report on Professor W. R. Allen's Book.

President Donovan called attention of the Executive Committee to the fact that he had received many favorable comments from scientists, professors and other individuals throughout the country relative to the merits of Dr. W. R. Allen's book, Fishes of Western South America. He also read the following letter from Dr. Frank L. McVey, President Emeritus of the University of Kentucky.

249 Shady Lane
November 23, 1943.

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

My dear President Donovan:

Sometime ago Professor W. R. Allen sent me an extended list of quotations from various scientific societies and noted scientists who were interested in his book, Fishes of Western South America. I have taken out of this list sentences and brief comments and put them in the form of a memorandum.

It occurred to me that it might be well to show this to members of the Board of Trustees. Dr. Allen's book is evidently a success in its field and the publication of it has given to the University many compliments and a good deal of favorable attention.

Very truly yours,

(Signed) Frank L. McVey.

J. Resolution on Death of James M. Feltner.

President Donovan reported the death of Mr. J. M. Feltner, which occurred Thursday, January 13, 1944. He stated that Mr. Feltner had been employed by the University since November, 1917, has rendered faithful service, and was a recognized leader in 4-H Club work. He stated that Mr. Feltner's death was a great loss to the University. After discussing with the President the work of Mr. Feltner, the Executive Committee passed the following resolution:

JAMES MICHAEL FELTNER

James Michael Feltner was a fine Christian gentleman, typifying all that one expects of a man who devotes his life to the service of others. He had the rare art of inspiring boys and girls, young men and women, "to make the best better." Always, his influence was on the side of good. His philosophy of life so appealed to others that many wished to follow his example. His ambitions were ever for the best interests of people, whether they had little or much; never did he give consideration to himself.

For nearly twenty-seven years, James Feltner was in charge of boys' and girls' club work in the eastern third of Kentucky. He had a clear vision of the possibilities of young men and women and, irrespective of the conditions under which

they lived, he believed that they could improve their circumstances and become more valuable as individuals and citizens of the community and the state.

He spoke to hundreds of thousands of boys and girls, men and women, every year. I have never heard him make an address without feeling that he had touched the hearts and ambitions of many in his audience. Only last summer, he told me with pride of how he, personally, had conducted almost one hundred and seven 4-H Club camps in the state, and he believed that all who attended learned a lesson that would serve them in later life. I could cite innumerable instances and say much regarding his value to the University of Kentucky, the State and Nation. He has gained a firm place in the ranks of Kentucky's notable men, as one who has achieved much and done well. More than that, he has gained an enduring place in the hearts of thousands of boys and girls, men and women of the state, who mourn his passing.

James Feltner was a valued member of the staff of the University of Kentucky--loyal, constructive, industrious. He will be greatly missed, but his work and his life will continue to be an inspiration to all who knew and loved him.

K. Debt of Joe S. Reister Cancelled.

President Donovan brought to the attention of the Executive Committee a letter which the Comptroller had received from Mr. Joe S. Reister concerning fees due the University for a part of the school year 1933-34.

The Executive Committee discussed the question involved and directed the Comptroller to accept the statement made by Mr. Reister.

L. Waiver of Employment of Relatives Policy.

President Donovan explained to the Executive Committee the difficulty in securing adequate assistance in the various departments of the University and stated that it has been necessary to employ Mrs. Catherine Cooper Hammonds, daughter of Dean Thomas Cooper, as part-time assistant in the Training School cafeteria, and he recommended that the policy regarding the employment of relatives of staff members previously adopted by the Board of Trustees be waived in this particular instance only for the duration of the present emergency.

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8. Upon motion duly made and seconded, the recommendation of the President was approved as it applies to Mrs. Catherine Cooper Hammonds, for the present emergency only.

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M. 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.

College of Arts and Sciences

Appointments and Reappointments

Sam W. Tinsley, graduate assistant in the Department of Chemistry, effective January 1, through June, 1944.

Charlotte Bostetter, student assistant in the Department of Bacteriology, January 1, through June, 1944. Miss Bostetter is to succeed Miss Adlick, resigned.

Dr. W. Clayton Bower, temporary part-time professor of Sociology for the Spring Quarter. Dr. Bower is to teach a course, "Religion and Culture."

Opal Skaggs, part-time instructor in Anatomy and Physiology, reappointed for the Winter Quarter, effective January 1, 1944.

Dr. H. N. Sherwood, reappointed temporary professor in the Department of Political Science for the Winter and Spring Quarters, and Acting Head of the Department for the Winter Quarter.

Mary Hester Cooper, part-time instructor in Mathematics, reappointed for the Winter Quarter, effective January 1, 1944.

Mrs. J. C. Lamb, part-time instructor in Mathematics, reappointed for the Winter Quarter, effective January 1, 1944.

Christine Lancaster, secretary in the Department of Political Science, effective January 15 through June, 1944.

Mrs. Clyde B. Crawley, part-time instructor in the Department of Mathematics, reappointed for the Winter Quarter, effective January 1, 1944.

Miss Elizabeth Noble, student assistant in the Department of Sociology, effective January 1 to June 1, 1944.

Leaves of Absence

Mrs. Florence O. Stout, professor of physical education, leave of absence for the period January 1 through June, 1944. Mrs. Stout is requesting leave on account of illness due to a fall.

E. G. Trimble, associate professor of political science, leave of absence extended to September 1, 1944. Professor Trimble wishes to continue work with the President's Committee on Fair Labor Practices, in Washington, D.C.

Frank Fowler, associate professor of English, leave of absence for Spring, Fall and Winter Quarters, 1944, changed to leave of absence for Fall, Winter and Spring Quarters, 1944-45.

Salary Adjustments

Ethel Smith, graduate assistant in Department of Physical Education, increased teaching assignments during Mrs. Stout's leave of absence, with adjustment in salary.

Mary Johnson, graduate assistant in the Department of Physical Education, increased teaching assignments due to Mrs. Stout's leave of absence, with adjustment in salary.

William Gormley, part-time instructor in the Department of Chemistry, increased teaching load, to continue as long as needed, with adjustment in salary.

Resignations

Anna Jane McChesney, part-time instructor and secretary in the Department of Political Science, effective January 1, 1944.

Louis Dean Silvers, student assistant in the Department of Zoology, effective December 31, 1943.

Bernadine Aulick, student assistant in the Department of Bacteriology, effective December 31, 1943.

College of Agriculture and Home Economics

William Newman, county agent in Metcalfe County, effective December 1, 1943, to June 30, 1944.

Kathryn G. Sebree, home demonstration agent in Fleming County, effective January 1, 1944, to June 30, 1944.

Marguerite Williams, home demonstration agent in Garrard County, effective January 1, 1944, to June 30, 1944.

Mildred E. McCarty, clerk in Experiment Station administration, effective January 1, 1944.

Ruth Overton Deeringer, clerk in the Department of Poultry Husbandry, effective January 3, 1943. Miss Deeringer is appointed to fill the vacancy left by the resignation of Mrs. Elmore.

Dorothy C. Smither, assistant home demonstration agent in Fayette County, effective January 10, 1944.

Lawrence A. Bradford, assistant state farm labor supervisor for Kentucky, effective January 1, 1944.

Leaves of Absence

Lorraine Harris, home demonstration agent in Jessamine County, leave of absence for six months, effective January 1, 1944.

James Rose, feed microscopist, leave for four days, January 1-4, 1944.

Roxie H. Mathews, clerk, leave, effective January 17, 1944.

Salary Adjustments

Dr. E. R. Doll, assistant veterinarian, adjustment in salary, effective January 1, 1944.

Mary Catherine Robinson, clerk in the Department of Agronomy, transferred to Experiment Station administration, with adjustment in salary, effective January 1, 1944.

Ruth Hedges, clerk in the Department of Home Economics, adjustment in salary. Miss Hedges is employed in the Division of Agricultural Extension.

Mrs. Marguerite Berry, clerk (mimeograph and multilith), Experiment Station administration, adjustment in salary, effective January 1, 1944.

Mardelle Lehnig, clerk in Experiment Station administration, adjustment in salary, effective January 1, 1944.

J. B. Brown, assistant inspector in Creamery License Section, promoted to inspector, with adjustment in salary, effective January 1, 1944.

James Browder, field agent in Cream Grading, adjustment in salary, effective January 1, 1944.

Mrs. Frances Pennebaker, clerk in administration, Experiment Station, adjustment in salary, effective January 1, 1944.

Anna Edgington, clerk in Agricultural Extension, adjustment in salary, effective January 1, 1944.

Robert Taylor, clerk, Experiment Station, adjustment in salary, effective January 1, 1944.

Leslie Barbara Lamb, clerk in the Department of Horticulture, salary adjustment, effective January 1, 1944.

Mrs. Janet Argent, clerk in Home Economics Extension, changed from hourly to monthly basis, with adjustment in salary, effective January 1, 1944.

Grace Jones, Clerk, Agricultural Extension, adjustment in salary, effective January 1, 1944.

Resignations

Mrs. Dorothy Lowry, clerk in the Department of Feed and Fertilizer Control, Experiment Station, effective December 9, 1943.

Mrs. Doris V. M. Finn, home demonstration agent in Clark County, effective December 31, 1943.

Mrs. Eula C. Collis, home demonstration agent in Fleming County, effective December 31, 1943.

Anna Evans, home demonstration agent in Garrard County, effective December 31, 1943.

Ben Moore, trained lay helper in the Department of Animal Pathology, effective December 31, 1943. Mr. Moore has entered the army.

Ruth Hedges, clerk in Home Economics Extension, effective January 21, 1944.

Mrs. Cornelia Thompson, home demonstration agent in Logan County, effective January 31, 1944.

Ella Landrum, home demonstration agent in Muhlenberg County, effective January 31, 1944.

Jeanne T. Ireland, home demonstration agent in Shelby County, effective December 31, 1943.

College of EngineeringTermination of Employment -- (Ferritic Steel Project now completed)

Dave M. Manly, machinist (temporary appointment), effective December 31, 1943.

F. T. McGuire, Director of Ferritic Steel Project (temporary appointment), effective December 31, 1943.

Edna W. Murphy, machinist, (temporary appointment), effective December 31, 1943.

John P. Sheehan, Metallurgist, (temporary appointment), effective December 31, 1943.

Harry B. Dyer, metallurgist, (temporary appointment), effective December 31, 1943.

George W. Whitlow, machinist, (temporary appointment), effective December 31, 1943.

Resignation

F. T. McGuire, associate professor of Physical Metallurgy, effective December 31, 1943. Professor McGuire is resigning to accept a position as Director of Research and Production Laboratory of the Republic Steel Company, Chicago, Illinois.

College of EducationAppointments

Florence Landrum, part-time secretary, effective January 1, 1944.

Mrs. Eleanor K. Short, fifth grade critic teacher on temporary appointment, effective January 1, 1944.

Salary Adjustments

Huguette Balzola, graduate assistant, University School, teaching load decreased, with adjustment in salary, effective January 1, 1944.

Lyman Ginger, Principal of the University School, changed from Principal to Acting Director of the school, with adjustment in salary, effective February 1, 1944.

Betsy Roach, secretary, University School, adjustment in salary, effective February 1, 1944.

Resignations

Norma Niswonger, part-time secretary, effective January 1, 1944.

Mrs. Rhea Beard Henson, fifth grade critic teacher, effective January 1, 1944.

Graduate SchoolAppointments

Anna Lea Schaulties, fellow under the Haggin Fund, effective January 1, 1944, to fill a vacancy.

William W. Hummel, fellow under the Haggin Fund, effective January 1, 1944, to fill a vacancy.

Office of the Dean of WomenAppointment

Mrs. Adelle Gensemer Dailey, acting director of the Residence Halls for Women, effective January 1, 1944.

Salary Adjustment

Sarah McCormack, secretary-bookkeeper, Residence Halls for Women, adjustment in salary, effective January 1, 1944, for the duration of the war.

Resignation

Margaret Lester, Director of Residence Halls for Women, effective at close of the Fall Quarter, 1943-44.

Division of Maintenance and OperationsAppointment

Floyd Cayton, storeroom assistant, for five and a half months, effective January 15, 1944.

Student Union Commons

Jane Hayes, assistant director, adjustment in salary, effective January 1, 1944.

Corrections in the Minutes of December 14, 1943

On page 40, the salary adjustment for F. Mangelson is shown as "effective January 1, 1943." This should read "effective January 1, 1944."

On page 42, the salary adjustment for Mary Lucile Day reads "from part-time to half-time." This should read "from part-time to full time."

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9. It was moved and seconded that on President Donovan's recommendation, the above appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes be concurred in and record made in the minutes.

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N. Adjournment.

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10. Upon motion duly made and seconded, the Executive Committee adjourned at 12:15 p.m.

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