

Irregularities

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, August 20, 1943.

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, August 20, 1943. The following members were present: Judge Richard C. Stoll, James Park, H. D. Palmore, R. P. Hobson and H. S. Cleveland. 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 July 16, 1943, were approved as published.

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B. Comptroller's Report.

The Comptroller submitted a complete financial report for the fiscal year ending June 30, 1943, showing the realized income by divisions, State and Federal allotments, expenditures made against the plant funds, the Experiment Station, Division of Extension, and restricted funds.

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2. After examination of the report, upon motion made and seconded, it was ordered accepted and filed with the Secretary of the Executive Committee.

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C. Report of Committee Appointed to Check Securities.

President Donovan presented the report of the committee appointed by the Executive Committee on July 16 to check the securities in the custody of the Comptroller.

August 20, 1943

President H. L. Donovan
University of Kentucky

My dear President Donovan:

In accordance with the request of the Executive Committee on July 16, the committee which was appointed at that time has checked the securities in the custody of Mr. Frank D. Peterson, Comptroller. The committee finds these securities to be exactly in accordance with the attached list.

Very truly yours,

(Signed) H. D. Palmore

(Signed) Leo M. Chamberlain.

UNIVERSITY OF KENTUCKY

List of Securities in the custody of
Frank D. Peterson, Comptroller, and now
in Safety Deposit Box at First National
Bank and Trust Company.

Peabody Fund:

Four U.S. Treasury Bonds--\$10,000.00 each
Numbers 2586F, 2587H, 2588J, 2589K

Meredith Fund:

Certificate No. 814 issued by Lexington Federal
Savings and Loan Association --- \$700.00

Brent Fund:

One U. S. Treasury Bond --- \$1,000.00
Number 63249K

Waddy Fund:

Two U.S. Treasury Bonds, \$1,000.00 each
Numbers 63247H, 63248J

Sullivan Medallion Fund)
Union Building Fund)
Chemistry Library Fund)

One U. S. Treasury Bond, \$500.00, Number 33741A

Student Loan Fund:

Three Pulaski County Road and Bridge Bonds---\$1,000.00 each
2 payable in 1968, 1 payable in 1972

Ten Pulaski County Road and Bridge Bonds--\$1,000.00 each
Numbers 140, 141, 142, 143, 144, 145, 150, 151, 152, 153

Twelve Louisville Street Improvement Bonds--\$1,000.00 each
Series G.O. 89

One Louisville Street Improvement Bond--\$190.12
Series G.O. 89

Five Louisville Street Improvement Bonds--\$100.00 each
Series G.O. 89

Three Louisville Street Improvement Bonds--\$1,000.00 each
Series G.O. 90

Three Louisville Street Improvement Bonds--\$500.00 each
Series G.O. 90

Ten U.S. Treasury Bonds, \$1,000.00 each
Number 52257H to 52266F

One U.S. Treasury Bond--\$5,000.00
Number 1030

One U. S. Treasury Bond--\$1,000.00
Number 2810

Organizations Fund:

One Certificate No. 1149 issued by Lexington
Federal Savings and Loan Association--\$5,000.00

One Certificate No. 108 issued by First Federal
Savings and Loan Association--\$2,500.00

One Certificate No. 130, issued by First Federal
Savings and Loan Association--\$2,500.00

Five U.S. Treasury Bonds--\$1,000.00 each
Numbers 63242B, 63243C, 63244D, 63245E, 63246F

Haggin Fund:

Ten U.S. Savings Bonds--\$1,000.00 each at maturity
Numbers M963111 C to M963120 C

Ten U.S. Savings Bonds--\$1,000.00 each at maturity
Numbers M86366 D to M86375D

Ten U.S. Savings Bonds--\$1,000.00 each at maturity
Numbers M1237892D to 1237901D

College Restricted Fund:

Five U.S. Treasury Bonds--\$10,000.00 each
Numbers 1774 to 1778

Agriculture and Home Economics
Anonymous Gift Fund:

Four U.S. Savings Bonds totaling \$20,200.00 at maturity
Numbers X112727 F, X112728 F, C513995F, C513996 F

Guignol Theatre Fund:

U.S. Savings Bonds No. M249807 F--\$1,000.00
No. D140877 F--\$500.00 and 13--\$100.00 each \$1,800
Numbers C275377 F to C275389 F

Kentucky Kernel:

One Certificate No. 1924 issued by Lexington
Federal Savings and Loan Association--\$5,000.00

War Engineering Training
Contingent Reserve Fund:

Two U.S. Treasury Bonds--\$10,000.00 each
Numbers 1322 and 18121

One U.S. Treasury Bond--\$5,000.00
Number 22586

Experiment Station Restricted Fund:

One U.S. Treasury Bond No. 1779--\$10,000.00
One U.S. Treasury Bond No. 1029--\$ 5,000.00

Student Government Association:

Two U.S. Treasury Bonds--\$1,000.00 each
Numbers 13838J and 13839J

Pershing Rifle:

Four U.S. Savings Bonds--\$100.00 each at maturity
Numbers C 544479F, C544480 F, C544481F, C544482F

Two U.S. Savings Bonds--\$100.00 each
Numbers C596998 F and C596999F

Two U.S. Savings Bonds--\$25.00 each
Numbers Q260102 F and Q260103 F

Group Insurance Fund:

One Certificate No. 380 issued by First Federal Savings and Loan Association--\$2,500.00

One Certificate No. 502 issued by First Federal Savings and Loan Association--\$1,500.00

One Certificate No. 905 issued by Lexington Federal Savings and Loan Association--\$2,700.00)

One Certificate No. 1468 issued by Lexington Federal Savings and Loan Association--\$2,300.00)

Above certificates, Nos. 905 and 1468, converted into No. 1656--\$5,000.

Alumni Association:

One U.S. Bond No. M1000645 G--\$1,000.00

Four U.S. Savings Bonds--\$100.00 each
Numbers C 1361460G to 1361462 G

Lances, Junior Men's Honorary:

One U.S. Savings Bond No. C546743 F--\$100.00

One U.S. Savings Bond No. Q245160 F--\$ 25.00

One U.S. Savings Bond No. Q245161 F--\$ 25.00

Savings Stamps as follows:

17 at .50

12 at .25

3 at .10

SuKy Circle:

One Certificate No. 1030 issued by Lexington Federal Savings and Loan Association--\$1,000.00

Three U. S. Savings Bonds--\$100.00 each
Numbers C 1361729 G to C 1361731 G

One U.S. Savings Bond--\$500.00
Number D758609 G

Lamp and Cross:

One U.S. Series G Bond #C1362537 G - \$100.00

One U.S. Series G Bond #C1362538 G - \$100.00

Law College - Dean Evans

One Foreign Bond #D101 in the amount of \$500.00, in accordance with letter of June 3, 1943.

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3. Upon motion duly made and seconded, the report was received, accepted and ordered made a part of the minutes, and the committee was discharged.

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D. Keenon, Huguelet & Odear Attorney Fees.

President Donovan presented the bill of Keenon, Huguelet & Odear for services rendered in acquisition of land authorized to be bought by the Board of Trustees in previous meetings. The Chairman and members of the Executive Committee discussed the bill as presented and took the following action:

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4. Upon motion duly made, seconded and carried, the fee of Keenon, Huguelet and Odear amounting to \$2500.00 for services rendered in the acquisition of land for the University was approved and authorized paid from the Haggin fund.

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E. Sallee Lease.

The President submitted a lease between Mrs. Margaret J. Sallee and the University of Kentucky for property located at 273 South Limestone, Lexington, Ky.

THIS LEASE made and entered into in duplicate, this July 17, 1943, by and between Mrs. Margaret J. Sallee, of Lexington, Kentucky, as lessor, and the University of Kentucky, as the lessee.

W I T N E S S E T H:

That the lessor has leased and does hereby lease unto the lessee her property, known as 273 South Limestone Street, Lexington, Kentucky, and all improvements thereon, under the following terms and conditions:

- (1) The term of lease shall be ten (10) months beginning August 18, 1943, and ending June 17, 1944.

(2) The dwelling on the rented premises shall be used only as a residence for girls attending the University of Kentucky, or for any other legitimate business of the lessee, and said premises shall be supervised by the administration of the girls' residence halls now operated by the University of Kentucky.

(3) The rented premises shall not be subleased in whole or in part without the written consent of the lessor.

(4) The lessee shall pay all utility bills and shall replace all burned-out light bulbs.

(5) Except as provided for herein, the lessor shall maintain said premises in a reasonably good condition for the use herein mentioned, and covenants to keep the lessee in quiet and peaceable possession of said premises.

(6) The lessee shall be responsible for keeping the water and sewer lines open and serviceable, except for repairs necessary from ordinary use and except for interruptions caused from freezing. The lessor shall make all repairs to said water and sewer lines that are necessary from ordinary use and shall be responsible for repairing any damage caused thereto from freezing, unless it be the result of lessee's negligence.

(7) The lessee shall be responsible for the leased premises and shall return the same to the lessor at the end of this lease in as good condition as when received, ordinary wear and deterioration from ordinary use excepted.

(8) As the lessee now has said rented premises leased until July 18, 1943, and now has said dwelling furnished; it is agreed that during the month from the date hereof until August 18, 1943, the lessee shall have the right to keep said furniture in said dwelling without the payment of any rental therefor and shall have the right to have a caretaker occupy said dwelling during said period of time as the lessee deems reasonably necessary for the protection of its said property.

(9) The lessee shall pay the lessor as rental for said premises the sum of Eighty-five (\$85.00) dollars monthly, in advance, on or before ten days following the beginning of the month for which payment is due. No demand for the rental need be made by the lessor but the lessee shall seek the lessor to pay the rental.

(10) This lease may be terminated by either party without notice upon the breach of any provision of this lease by the other party.

IN WITNESS WHEREOF, the lessor has hereunto signed her name, and the lessee has hereunto signed its name, by and through its Comptroller, this the day and year first herein written.

(Signed) Margaret J. Sallee
Lessor

UNIVERSITY OF KENTUCKY

(Signed) By Frank D. Peterson
Comptroller

The lease was explained by Comptroller Peterson and the Executive Committee took the following action:

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5. Upon motion duly made and seconded, the action of the Comptroller in signing the lease with Mrs. Margaret J. Sallee is approved and the lease is ordered made a part of the minutes.

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F. Glass Lease.

President Donovan submitted to the Executive Committee a lease executed and dated July 1, 1943, by the University of Kentucky and S. A. Glass for brick building located at 371 Rose Street and now used as a grocery store.

LEASE AGREEMENT

AGREEMENT, made in the City of Lexington, State of Kentucky, as of July 1, 1943, by and between the University of Kentucky, a corporation (herein called the lessor) and S. A. Glass, resident of the City of Lexington, (herein called the lessee).

WHEREIN IT IS MUTUALLY AGREED, AS FOLLOWS:

First: The lessor hereby leases to the lessee and the lessee hereby leases from the lessor the entire brick building, furnishings, equipment and supplies in the building located at 371 Rose Street, in the City of Lexington, Fayette County, (list of furnishings, equipment and supplies hereto attached) to be used as a grocery store by the lessee, and not otherwise, for a period of six (6) months (or until said period shall sooner cease under the provisions hereof) to commence on the first day of July, 1943, and to end on the thirty-first day of December, 1943, at the monthly rental of fifty (\$50.00)

dollars payable in advance on the first day of each month. Said amount shall be paid by the lessee to the lessor at its office of the Comptroller, on the Campus of the University of Kentucky, except that the rent for the first month of said period shall be paid to the lessor any time prior to the twentieth day of the first month of this lease.

Second: The lessee shall maintain the property, equipment, etc., and return to the lessor the building, equipment, furnishings, and supplies at the expiration date of this lease in as good condition as they were at the time of the execution of this lease, ordinary wear and usage excepted.

Third: The lessor shall not be liable for any damage to the property or persons at any time in the leased building or premises, arising from any purpose whatsoever.

Fourth: The Lessee shall pay for all costs of all utility bills, including heat, light, water and any other expenses that may be incurred in operating a grocery store. The lessor does not agree to make any alterations, repairs to said building, equipment, furnishings, or supplies, or in any other way spend money upon this property during the life of this lease. The lessee may cancel this lease during the period herein covered by giving to the lessor sixty days notice of its intention to do so and the lessor may cancel this lease only after the expiration of the period, herein mentioned, by giving written notice sixty days in advance of the lessor's desire to cancel the lease. This lease may be renewed for a period of six months at the option of the lessee, during which period either party may have the right to cancel said lease by giving to the other party written notice, sixty days in advance of the date on which they expect to terminate the lease.

IN WITNESS WHEREOF, the lessor has caused this instrument to be executed by its Comptroller, thereunto duly authorized, and its corporate seal to be affixed, and the lessee has hereunto set his hand and signature, this 17 July, 1943.

UNIVERSITY OF KENTUCKY

By Frank D. Peterson (Signed)
Comptroller

By S. A. Glass (Signed)

The Board examined the lease and took the following action:

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6. Upon motion duly made and seconded, the action of the Comptroller in entering into a lease with S. A. Glass for property located at 371 Rose Street is approved and the lease is ordered made a part of the minutes.

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G. Fellowship in Physical Metallurgy.

President Donovan reported that Dean Graham of the College of Engineering had been in communication with Joseph E. Seagram & Sons, Inc., Louisville, Ky., relative to establishing a fellowship at the University. He submitted a letter which is addressed to Dr. C. S. Crouse, of the Department of Mining and Metallurgical Engineering, confirming and giving outline of the fellowship in Physical Metallurgy in the Department of Mining and Metallurgical Engineering. He further stated that the letter was being submitted with the recommendation of Dean Graham and Professor Crouse that the fellowship be accepted.

JOSEPH E. SEAGRAM & SONS, INC.
Louisville, Kentucky

June 28, 1943

Dr. C. S. Crouse
Department of Mining & Metallurgical Engineering
University of Kentucky
Lexington, Kentucky

My dear Dr. Crouse:

With the registration of our Mr. Roland Kozlik in your University, for study in your Department of Mining and Metallurgical Engineering, we are hereby establishing a fellowship at your Institution.

Since you and I seem to have had bad luck in getting together, I think it would clarify the conditions of this Fellowship if I outlined its chief points which have been established as a basic policy in dealing with other universities under similar situations.

- 1.) We are establishing with your Department of Mining and Metallurgical Engineering, a Fellowship for the study of Physical Metallurgy. This Fellowship has now been awarded to Mr. Roland Kozlik, a former employee of JOSEPH E. SEAGRAM & SONS, INC., but now resident in Lexington and a registered graduate student of your Institution.

- 2) It is expected that the Fellow (Mr. Roland Kozlik) who carries on this study will receive his academic training at your University and will later conduct his actual research work with you, subject to some consultation and direction from us.
- 3) All expenses incurred by your Staff in communicating between Lexington and our Louisville Offices in helping direct the Fellow in his work, will be carried by this Company.
- 4) The salary of the said Fellow will be continued by JOSEPH E. SEAGRAM & SONS, Inc. until the completion of his course, and until he has achieved his degree of Master of Science.
- 5) This Company will pay to the University of Kentucky the sum of \$600 (Six Hundred Dollars) in order to defray the expenses incurred by the University in the academic conduct of this same Fellowship.
- 6) All data obtained in conjunction with the Fellowship will be free for publication by the University; however, it is expected that acknowledgment will be made by the University to the credit of this Company.

If you prefer, it might be expedient to handle this Fellowship on a concrete contractual basis. If your University is in agreement with the above, we should like to make arrangements to draw up a contract following this outline. But first of all, we should appreciate your expression on these points, and if you have any suggestions, the submission from you of a tentative contract incorporating our agreement.

Yours very truly,

JOSEPH E. SEAGRAM & SONS, INC.

(Signed) Paul Kolachov
Technical Counselor

After hearing the explanation of the fellowship as offered, the Executive Committee took the following action:

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7. Upon motion duly made, seconded and carried, the fellowship was **accepted** and the President was requested to write a letter expressing the appreciation of the University for the fellowship established.

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H. Residence Halls for Women Budget.

President Donovan submitted the budget for residence halls for women for the year 1943-44 and recommended its approval. It was explained, however, that for obvious reasons, an accurate budget at this time could not be presented. We do not know how many students will be in residence during the current year or how many houses it will be necessary to activate and rent in order to take care of the girls seeking residence in women's halls for the current year, and that this is a good guess as to the requirements for the current year.

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8. It was moved and seconded that the budget for residence halls for women, as submitted, for the year 1943-44 be accepted as a basis of expenditures, and that inclusion of the name of any person in the budget shall not be considered as a contract of employment, and the Board of Trustees or the Executive Committee shall be authorized to make such changes in the budget as may, from time to time, be deemed necessary or advisable. A copy was ordered filed.

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I. Quarterly Room and Board Fees.

President Donovan stated to the Executive Committee that the Dean of Women and the Comptroller had recommended an increase in the fees charged per quarter for room and board in the women's residence halls. It was recommended that the fee be increased from \$100 to \$110 per quarter. It was further explained that this increase was made necessary due to the increased raw food cost and increased cost of labor necessary for preparation, and other overhead expenses. This increase represents an additional cost of less than four cents per meal. It is recognized that this increase is far less than the rise in food costs but it is thought to be sufficient to place the food unit in the residence halls on a self-sustaining basis. It was further explained that in the event this amount is found to be inadequate, another increase will be requested.

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9. Upon motion duly made and seconded, the Executive Committee, being thoroughly advised, authorized an increase in the fee for room and board in the Women's Residence Halls from \$100 to \$110 per quarter, effective for the fall quarter, 1943-44 school year.

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J. Contract for U.S.A. Correspondence Instruction Courses.

President Donovan submitted contract No. W-49-039-SS-170 which had been negotiated with the University through the Department of University Extension and explained that it provided for correspondence courses to be given to enlisted men in United States Army and military personnel of the Navy, Coast Guard and Marine Corps, upon applications received and approved by the Commandant of the Armed Forces Institute. He further explained that the contract provided for the carrying on of extension courses similar to those now in operation by the Department of University Extension but that this contract provided for the Government to pay a part of the instructional and supplies costs incident to the correspondence courses offered and taken.

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10. Upon motion duly made and seconded, the action of the President and Director of the Department of University Extension in signing this contract was approved.

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K. Resolution on Death of Professor Nutter.

President Donovan reported the death of Mr. J. W. Nutter, Superintendent of Dairy Farm, Experiment Station, which occurred on August 3, 1943. Whereupon the Executive Committee of the Board of Trustees passed the following resolution:

Resolved that the Board of Trustees of the University of Kentucky regret to learn of the death of Mr. J.W. Nutter, who for forty-six years has been a faithful and trusted employee of the University of Kentucky. The Board is conscious of the splendid service Mr. Nutter has given in his capacity as Superintendent of the Dairy Farm. The Trustees expressed their sympathy for the family of the deceased.

The Committee directs that this resolution be placed on the minutes of the Board and that a copy of it be sent to the family.

L. Alpha Zeta Bonds.

President Donovan submitted the following correspondence:

August 19, 1943

President H. L. Donovan
University of Kentucky

Dear President Donovan:

The attached letter was received from Mr. Dana G. Card, Faculty Adviser for Alpha Zeta, transmitting three \$25.00 U.S. Savings Bonds dated August, 1943, numbers Q383782F, Q383783F and Q383781F.

They ask that the Comptroller keep these bonds in the University lock box. Please submit to the Executive Committee for record and direction.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

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Lexington, Ky.
August 16, 1943

Mr. Frank D. Peterson, Comptroller
University of Kentucky
Lexington, Kentucky

Dear Mr. Peterson:

Enclosed are three \$25.00 United States Savings Bonds, Series F, dated August 1943. They are payable to Scovell Chapter of Alpha Zeta and were purchased from funds belonging to that organization, held by you as an Agency Fund.

Will you kindly place these bonds (Serial numbers, Q 383781 F, Q 383782 F, and Q 383783 F) in safe keeping, subject to call by persons properly representing the local chapter of Alpha Zeta?

Enclosed also is a cashier's check, drawn on the First National Bank of Lexington, for 75 cents. This represents the difference between the cost of Series E Bonds, for which Alpha Zeta order No. 635 was drawn, and the Series F Bonds enclosed. Series E Bonds cannot be purchased by unincorporated associations, hence the necessary adjustment.

I hope this arrangement will be satisfactory with you.

Very truly yours

(Signed) Dana G. Card
Faculty Adviser
for Alpha Zeta

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11. Upon motion duly made and seconded, the Comptroller was authorized to receive the bonds and place them for safekeeping in the lock box of the University.

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M. Investment of University Funds.

The Comptroller brought to the attention of the Executive Committee the question of investing funds of the University credited to the account of the Kentucky Kernel, balances on hand received from 1525th Service Unit, and other funds which may be temporarily invested.

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12. Upon motion duly made and seconded, it was ordered that the funds received from the sale of houses on Euclid and Adams Streets be deposited in a local revolving fund and invested along with any other funds that are not needed for operating purposes at the present time.

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It was further stated that the Comptroller shall report to the Executive Committee at a subsequent meeting all funds and amounts invested in Government bonds.

N. Leaves of Absence.

President Donovan reviewed for the Executive Committee the problem facing the University with respect to its policy of granting leaves of absence to the staff for the purpose of joining the military forces or working with other governmental agencies or industry. He pointed out the fact that the University had already lost scores of its employees to the armed forces, governmental agencies and industry, and that at present there was a serious shortage of teachers in several of the departments. He expressed some apprehension with regard to whether or not the University would have enough teachers to fulfill its contract with the War Department for the instruction of the youth in the ASTP, if the practice of granting leaves of absence to staff members who volunteer for service should be continued.

The president recommended that in view of the fact that the University has an important contract to train approximately 1250 soldiers, as well as continue to offer its usual program of studies to civilians, that the policy of granting leaves of absence to members of the staff who volunteer for other services be discontinued, and that in the future leaves of absence be granted only to those men who are drafted under the Selective Service.

Motion made, seconded and carried that the President be instructed to decline to give further leaves of absence to faculty members except in cases where they are drafted under the Selective Service.

O. Waiver of Employment of Relatives Policy.

President Donovan explained to the Executive Committee the difficulty in securing physicists and chemists and stated that it has been necessary to employ Mrs. Herbert P. Riley, wife of Dr. Herbert P. Riley who is head of the Department of Botany, as a part-time teacher of Chemistry and 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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13. Upon motion duly made and seconded, the recommendation of the President was approved as it applies to Mrs. Herbert P. Riley for the present emergency only.

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P. 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

Dr. H. N. Sherwood, temporary professor and acting head of the Department of Political Science, from September 1 to January 1, 1944.

Mr. F. B. Pauls, instructor in the Department of Physics, for eleven months, effective August 1, 1943.

Miss Marjorie Garland, secretary in the Department of Bacteriology, effective July 1, 1943.

Miss Mary Johnson, student assistant in the Department of Physical Education, teaching non-credit courses.

Miss Betty Dew, student assistant in the Department of Physical Education, teaching non-credit courses.

Miss Elizabeth Ragland, instructor in the Department of Mathematics, effective August 9, for as long as her services are needed in teaching soldiers in the ASTP.

Mr. Thomas D. Boyd, instructor in the Department of Mathematics, effective August 9, 1943, for as long as his services are needed in teaching soldiers in the ASTP.

Mr. E. L. Rees, temporary professor in the Department of Mathematics, effective August 9, for as long as his services are needed in teaching soldiers in the ASTP.

Miss Mary Louise Wallace, librarian-secretary-reviser, Department of Library Science, September 1, 1943, to July 1, 1944. Miss Wallace succeeds Miss Nancy Miller, resigned.

Mr. E. Everett Elsey, instructor in the Department of Physics (temporary, ASTP), effective August 1, 1943, for as long as his services are needed.

Mr. Virgil Proctor, instructor in the Department of Physics, (temporary, ASTP), effective August 1, 1943, for as long as his services are needed.

Miss Lucille Stanley Karrick, reappointed part-time nurse, University Health Service, June 4, 1943, now appointed full time nurse for the Summer Quarter, June, July and August. This change is made because of the resignation of Miss Bickel, and the transfer of Miss Montgomery to Kinhead Hall.

Miss Julia Shenk, reappointed part-time nurse, University Health Service, June 4, 1943, now appointed full time nurse for the Summer Quarter, June, July and August. This change for the summer is made because of the resignation of Miss Bickel and the transfer of Miss Montgomery to Kinkead Hall.

Mr. Charles B. Woolridge, instructor in physics (temporary, ASTP), effective August 1, 1943, for as long as his services may be needed.

Mr. Edward R. Herman, instructor in physics, (temporary ASTP), effective August 1, 1943, for as long as his services may be needed.

Mr. Virgil D. Roberts, instructor in physics, (temporary, ASTP), effective August 1, 1943, for as long as his services may be needed.

Mr. H. F. Sammons, instructor in physics, (temporary, ASTP), effective August 1, 1943, for as long as his services may be needed.

Mr. L. M. Allison, instructor in physics, (temporary, ASTP), effective August 1, 1943, for as long as his services may be needed.

Mrs. Helen F. Dicken, nurse, University Health Service, effective August 1, 1943.

Mr. Richard Centers, student assistant in the Department of Psychology, effective September 1, 1943.

Mrs. Margaret Pfeffer, student case secretary, in the Department of Psychology, effective September 1, 1943.

Mr. T. C. Finnie, instructor in the Department of Mathematics and Astronomy, in the ASTP (temporary appointment), effective August 9, 1943, for as long as his services may be needed.

Mr. Glenn D. Morrow, half-time instructor in the Department of Physics (temporary ASTP), effective August 1, 1943, for as long as his services may be needed.

Miss Valva C. Midkiff, part-time instructor in Chemistry (temporary, ASTP), effective August 1, 1943, for as long as her services may be needed.

Mr. William Gormley, part-time instructor (temporary ASTP), in the Department of Chemistry, effective August 1, 1943, for as long as his services may be needed.

Mr. J. G. Stites, part-time instructor (temporary ASTP) in the Department of Chemistry, effective August 1, 1943, for as long as his services may be needed.

Mrs. Herbert Wiley, part-time instructor in the Department of Chemistry for ASTP, for the twelve weeks term, effective August 1, 1943.

Reappointments

Miss Jessie Irvine, clinical assistant in the Department of Psychology for the year 1943-44.

Miss Susanna Reynolds, graduate assistant in the Department of Psychology, effective September 1, 1943.

Mrs. Margaret Montondo, graduate assistant in the Department of Psychology, effective September 1, 1943.

Leaves of Absence

Professor E. W. Rannells, leave of absence for the Department of Art, extended for the Fall Quarter without pay.

Associate Professor I. T. Sanders, Department of Sociology, leave without salary for the Fall Quarter of 1943-44, effective September 1, 1943.

Assistant Professor Edward Fisk, Department of Art, leave of absence extended without salary through 1943-44, on account of illness.

Salary Adjustments

Mr. W. O. Shropshire, instructor in physics, ASTP, effective August 1, 1943.

Mr. Menno Fast, instructor in physics, ASTP, effective August 1, 1943.

Mr. L. R. Boyd, instructor in physics, ASTP, effective August 1, 1943.

Mr. H. C. Lancaster, instructor in the Department of Physical Education, effective September 1, 1943, for the Fall Quarter opening, as well as August 1, for 2nd term of the Summer Quarter.

Resignations

Mr. Clarence Geiger, instructor in the Department of English, effective July 21, 1943.

Mr. S. J. Allen, instructor in physics, ASTP, effective August 1, 1943. Mr. Allen has received an appointment as an ensign in the U. S. Naval Reserves.

Miss Rosanna A. Blake, graduate assistant in the Department of Political Science, effective September 1, 1943.

Mrs. Lucille Karrick, nurse in the Health Service, effective August 15, 1943.

Cancellation of Appointment

Assistant Professor M. C. Brown in the Department of Mathematics, for the first term of the Summer Quarter, because of illness.

College of Agriculture and Home EconomicsAppointments

Mr. Vencil A. Trimble, assistant county agent in Lee County, effective July 15, 1943.

Mr. J. B. Brown, assistant inspector, Creamery License Section, Experiment Station, effective July 12, 1943.

Mr. Herbert G. Allbritton, assistant in agronomy, Experiment Station, effective July 19, 1943.

Dr. Thomas P. Strittmatter, assistant veterinarian in the Department of Animal Pathology, Experiment Station, effective July 20, 1943.

Miss Edna Marrs, clerk in the Department of Entomology and Botany, Experiment Station, effective August 18, 1943.

Miss Catherine Perry Heflin, graduate assistant in the Department of Farm Economics, payable from General Education Board Grant, effective September 16, 1943.

Promotions

Mr. J. F. Freeman, Department of Agronomy, Experiment Station, given the rank of Associate Agronomist, effective September 1, 1943. Mr. Freeman will be leader with Professor Karkner of the soil field projects, and will also act as superintendent of the Kentucky Experiment Station farm at Lexington and supervise certain projects on the farm.

Emergency Farm Labor Program - Appointments

The staff under the Emergency Farm Labor Program is listed below:

Benjamin C. Powell, assistant in Madison County.

James C. Messer, assistant in Knox County.

James Beckham Goff, assistant in Taylor County.

Joe Robert Bentle, assistant in Pendleton, Bracken and Campbell Counties.

James W. Collier, assistant in Harrison County.

Daniel W. Goodman, assistant in Fayette County.

William H. Baker, assistant in Woodford County.

Mason G. Everman, assistant in Carter and adjoining counties.

Salary Adjustments

Mr. James Browder, field agent in cream grading, effective July 1, 1943.

Miss Jewell Noble, clerk, effective August 1, 1943.

Mrs. May Wheat, clerk, effective August 1, 1943.

Mr. G. L. Terman, assistant in agronomy, Experiment Station, effective August 1, 1943.

Resignations

Mrs. Mary Scott Moore, Home Demonstration Agent, effective August 31, 1943.

Miss Florence Morgan, clerk, effective August 13, 1943.

Miss Frances I. Eversole, clerk, effective July 31, 1943.

Mr. John E. Parsley, assistant chemist, effective August 31, 1943.

Miss Laura Deephouse, assistant professor in the Department of Home Economics, effective August 31, 1943.

Death

Mr. John W. Nutter, superintendent of the dairy, Experiment Station, on August 3, 1943. Mr. Nutter served the University of Kentucky for forty-six years.

College of EngineeringAppointment

Mr. William S. Gorley, instructor (temporary ASTP), in the Department of Electrical Engineering, effective August 9, 1943.

Army Specialist School -- Resignations

Mr. E. Everett Elsey, instructor on temporary appointment effective July 31, 1943, to take employment with the Department of Physics, AST Program.

Mr. Sydney M. Bryant, instructor on temporary appointment, effective July 31, 1943, to take employment with the Department of Physics, AST Program.

Mr. Leon Metcalf Allison, instructor on temporary appointment, effective July 31, 1943, to take employment with the Department of Physics, AST Program.

Mr. Charles B. Woolridge, instructor on temporary appointment, effective July 31, 1943, to take employment with the Department of Physics, AST Program.

Mr. J. Virgil Proctor, instructor on temporary appointment, effective July 31, 1943, to take employment with the Department of Physics, AST Program.

Mr. Thomas D. Boyd, instructor, effective August 8, 1943. Mr. Boyd resigned in order to take employment with the Department of Mathematics, AST Program.

Mr. Thomas C. Finnie, instructor, effective August 8, 1943. Mr. Finnie resigned in order to take employment with the Department of Mathematics, AST Program.

Army Specialist School - Termination of Employment

- Mr. Leslie A. Whitmer, instructor, effective August 2, 1943.
- Mr. Charles A. Staggs, instructor, effective July 19, 1943.
- Mr. Robert T. Markle, instructor, effective August 2, 1943.
- Mr. Henry F. Sammons, instructor, effective July 19, 1943.
- Mr. Kenneth E. Bell, instructor, effective July 19, 1943.
- Mr. Elbert N. Harvey, instructor, effective August 2, 1943.
- Mr. Roger W. Gum, instructor, effective August 2, 1943.
- Mr. John M. Land, instructor, effective August 2, 1943.
- Mr. Virgil D. Roberts, instructor, effective July 26, 1943.
- Mr. Bernard T. Monyhan, instructor, effective July 26, 1943.
- Mr. Fred H. Hillyard, instructor, effective August 2, 1943.
- Mr. Rome M. Meuth, instructor, effective August 2, 1943.
- Mr. Robert P. Smith, instructor, effective August 16, 1943.
- Mr. Foster M. Wells, instructor, effective August 16, 1943.
- Mr. Paul O. Schubert, instructor, effective August 23, 1943.

College of Commerce

Appointments

Miss Clara Wheeler, part-time instructor in the secretarial course for the second term of the summer quarter, effective July 22, 1943.

Miss Farris Cleveland, secretary in the Bureau of Business Research, effective August 1, 1943. Miss Cleveland is appointed to fill the vacancy caused by the resignation of Miss Caroline W. Newell.

Mrs. Claire Cooper Herndon, secretary in the Bureau of Business Research, to succeed Miss Farris Cleveland who served the Bureau two weeks, effective August 16, 1943.

Resignations

Miss Caroline W. Newell, secretary in the Bureau of Business Research, effective July 31, 1943.

Miss Farris Cleveland, secretary in the Bureau of Business Research, effective August 16, 1943.

College of Education

Appointments

Miss Betty South, instructor in the University School, effective September 1, 1943. Miss South replaces Mrs. Anne Geiger, who is resigning.

Miss Lucille Taylor, part-time instructor in business education in the first term of the Summer Quarter.

Miss Lucille Smoot, secretary in the Department of Agricultural Education on a temporary basis, effective August 1, 1943. Miss Smoot is employed to fill the vacancy left by the resignation of Mrs. Stephenson.

Resignations

Mrs. Anne Geiger, instructor in the University School, effective September 1, 1943.

Mrs. Marie Stephenson, secretary, Department of Agricultural Education, effective July 31, 1943.

Mrs. Lucy Gragg Wood, librarian, University School, effective immediately. (Reported August 9, 1943).

Dean of the UniversityLibraryResignation

Mrs. Maona S. Eaves, assistant, Cataloging Department, effective September 1, 1943.

Personnel OfficeAppointment

Miss Frances Jenkins, clerk, for the period July 15-September 15, 1943.

Resignation

Miss Mabel Warnecke, clerk, effective July 15, 1943. Miss Warnecke has resigned to join the WAVES.

Office of the Dean of WomenAppointments

Mrs. Elleene Glover, housemother, effective September 1, 1943.

Mrs. Walker Reid, housemother, effective September 1, 1943.

Miss Sarah Anne Hall, head resident, Residence Halls for Women, effective September 1, 1943.

Miss Alice Wooton, assistant to the director of the Residence Hall for Women, effective September 1, 1943.

Comptroller's OfficeAppointments

Miss Helen Henry, clerk-stenographer, effective July 26, 1943.

Mr. Clay Maupin, account clerk, effective July 26, 1943.

Resignation

Mrs. Malka Luby, payroll clerk-stenographer, effective July 1, 1943.

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14. 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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Q. Adjournment.

The Executive Committee adjourned at 12:00 noon.

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