

Minutes of the Executive Committee
of the Board of Trustees of the University of Kentucky,
January 15, 1919

The Executive Committee of the Board of Trustees, University of Kentucky, met in regular session at the office of the President of the University, January 15, 1919, at 11:00 o'clock, a. m. The meeting was called to order by Mr. Stoll, the Chairman. On roll call, the following members were present: Mr. R. C. Stoll, Mr. R. P. Ernst, and Mr. P. P. Johnston, Jr. The President of the University, Dr. Frank L. McVey, and the Secretary of the Committee, Wellington Patrick, were also present. The minutes of the previous meeting were read and adopted.

(1) The report of the Business Agent was then presented, read, and ordered incorporated in the minutes. This report was as follows:

January 15, 1919

Dr. F. L. McVey,

University of Kentucky.

My dear Doctor McVey:

I am handing you the report of the Business Agent for December 1918. I am unable to present the report in the form contemplated by Mr. Forsyth, owing to the fact that the entries in the new books have not been completed, the amount of work has been such that this could not be done without help. I have thought that not best chiefly because such help as we might get would be more in the way than do good and besides it is best for the office force to do the work. The question of expense is another item.

The report will, I think, be self-explanatory. The estimates are close, I fear too close for safety, especially the estimate on future building expense. The estimate on salaries is based on the December payroll, and I fear the estimate is not large enough. On the whole, I think the probability of collecting the total statement is remote and that really we will have a shortage of \$30,000 or more if the present program is carried out. This will be increased about \$10,000 owing to the fact that Mr. Forsyth charged off about \$10,000 of the amount we carried as accounts receivable. Of course the remedy is to curtail expense wherever possible. I might suggest that it is possible to carry the cost of purchase of property and perhaps some new building operations as assets chargeable against next year's income.

I call your attention to the enclosed letter of Dean Cooper relative to insurance policies. I will be pleased to do this, if satisfactory to you.

I call your attention to the attached order signed by Captain Royden. These uniforms, as I understand, are the ones purchased by Captain Royden with what we have been calling the "U. S. Uniform Fund" money. There is a small overdraft of this account. In addition there is a debt to the Peerless Dry Cleaning Company of \$172. I have no money with which to pay this. I attach the account and ask your advice.

You have a copy of the bulletin relative to the disposal of Students' Army Training Corps property. Perhaps you will wish to take this up with the Executive Committee. I have taken care of the smaller items, such as food supplies and office supplies.

Respectfully,
D. H. Peak,
Business Agent.

General Fund 1918 and 1919.

Collections

	: Received in:	Received to	
	: December	: Date	
Federal Appropriation	:\$.....	:\$ 42,750.00	
General Education Board	: 750.00	: 2,250.00	
Student Fees	: 90.50	: 8,986.24	
Patterson Hall	: 331.12	: 5,148.58	
Patterson Hall (Balance last year):	:	: 749.68	
State Tax	: 43,018.01	: 96,285.01	
State Tax (Received in January)..	:	: 160,919.71	
Interest on Bonds	:	: 4,322.25	
Miscellaneous	: 478.22	: 1,425.13	
Credit from 1st Military Contract	:	: 3,266.64	
Credit from 2d Military Contract	:	: 3,500.00	
Total	: 44,667.85	: 329,603.24	\$329,603.24

Estimated Income for Remainder of Year.

State Tax	62,000.00	
Interest on Bonds	4,322.25	
Vocational Education	12,500.00	
General Education Board	750.00	
Student Fees	12,000.00	
Miscellaneous	1,000.00	
Amount at \$0.29 a man S. A. T. C.	9,263.18	
Amount at \$0.29 a man Navy	2,695.55	
Due from S. A. T. C. expense of Administration	5,068.33	
Patterson Hall	15,000.00	
Total	124,599.31	\$124,599.31

Possible Collections and Savings S. A. T. C.

Auto Shop	8,000.00	
Reconstruction of Roads, etc.	10,000.00	
Instructors' Salaries	12,600.00	
Total	30,600.00	\$ 30,600.00
Grand Total		\$484,802.55

Grand Total (Brought forward) \$484,802.55

Expenses

Paid to December 31, 1918	\$219,511.98	
Paid in January	34,604.48	
Outstanding Orders	36,770.95	
Estimated Building Expense until July 31	17,500.00	
Coal, Light, Water and Gas	7,000.00	
Salaries	119,000.00	
Janitors and Labor	4,500.00	
Student Activities	8,600.00	
Department Expenditures	20,000.00	
Patterson Hall	13,000.00	
Total	480,487.41	\$480,487.41
Balance		4,315.14

Statement of Cash Receipts and Expenditures to December 31, 1918

Funds	Balance Last Year	Collections in December	Total Col- lections	Total Col- lections on Hand	Paid to Date	Balance on Hand
General ..	(\$83,221.26)	\$44,667.85	\$191,135.53	\$107,914.27	\$225,688.65	(\$117,774.38)
Experiment:						
Station:	47,884.26	15,216.11	108,220.10	156,104.67	107,646.77	48,457.94
Extension :	3,099.45	57,850.25	57,850.25	44,250.06	13,600.19
Trust.... :	1,025.55	533.65	1,559.00	591.50	967.50
Total :	(34,311.34)	62,983.41	357,739.53	323,428.19	378,176.98	(54,748.64)

Funds	Estimated Income	Paid to Date	Outstanding Orders	Balance Available
General	\$471,894.50	\$219,511.98	\$71,375.43	\$181,007.09 ##
Experiment Station ...	215,500.00	107,646.77	11,528.78	96,324.45
Extension	157,617.22	44,250.06	604.68	112,762.48
Total	845,011.72	371,408.81	83,508.89	390,094.02

This includes operations of First Camp.
This does not include operations of First Camp.

(2) The committee appointed at a previous meeting for the purpose of providing a suitable memorial for the men who have lost their lives in the Great War and the Spanish American War (consisting of President McVey and Mr. Stoll) make a report on the progress of the matter. The committee indicated that only preliminary inquiries had so far been made. The report was accepted and the committee ordered continued. The Registrar was directed to furnish the names of students killed in the Spanish American War.

(3) The financial situation in its relation to Government matters was taken up and discussed and the President presents the following statement which had been prepared by the Business Agent:

Operations of Students' Army Training Corps
Beginning July 15, 1918

Receipts.

Vocational Section	\$102,122.02	
College Section	41,205.18	
Naval Section	11,930.55	
Miscellaneous	619.31	

Total		\$155,937.06

Amounts Due

Vocational Section	7,295.60	
Miscellaneous	151.31	
Surgeon General (Emergency)	6,102.54	

Total		13,547.45

Grand Total		169,484.51

Disbursements

Paid to date (includes University Administration Expense and coal	151,867.12	

Balance cash on hand	17,617.39	

Due University at \$0.29 per man per diem	11,958.66	

Balance		5,658.66

Outstanding accounts	\$55,219.96	
Balance	5,658.66	
	<u> </u>	\$49,561.30
Due University		
Reconstruction	10,000.00	
Auto Shop	20,000.00	
Instructors' salaries	12,600.00	
	<u> </u>	
Total	42,600.00	
Less Salvage	22,710.00	
	<u> </u>	19,890.00
		<u> </u>
		69,451.30

(4) President McVey stated to the Committee that the War Department had issued a statement to the effect that unless the barracks and other buildings constructed for Government work were disposed of, the War Department in its final settlement with the University would assume that the buildings have a use value and would be so salvaged. Whereupon a motion was made by Mr. Ernst and seconded by Mr. Johnston that the President be authorized to accept bids for the disposal of the barracks and other buildings built and other property and equipment acquired for Government use, with the right in the University of accept or reject the bid at any time within sixty days. On vote, the motion was carried.

(5) The attention of the Committee was called to the fact that the term of Mrs. Shelby T. Harbison as a member of the Board of Control of Patterson Hall had expired. On recommendation of the President, it was moved, seconded, and unanimously adopted that Mrs. Harbison be elected to succeed herself as a member of the Board of Control of Patterson Hall for a period of six years from January 1, 1919.

(6) President McVey then presented to the Committee a memorandum of agreement prepared by the Division of Educational Extension of the Department of the Interior proposing to cooperate with the University of Kentucky in the work of university extension. The President recommended that the agreement be entered into, saying that the matter of university extension had been in mind for sometime and that provisions had been made in the budget for the work, and that he thought that the University should not lose the opportunity to make at least a beginning in this field. It was moved, seconded, and unanimously adopted that the agreement be

entered into. The agreement and the letter of transmittal read as follows:

Department of the Interior
Washington, D. C.

January 8, 1919

To the President,
University of Kentucky,
Lexington, Kentucky.

My dear Sir:

We have established recently a Division of Educational Extension in the Bureau of Education, Department of the Interior, to cooperate with State Departments of Education and University Extension Divisions in their educational extension activities. The President has given us money from his special fund to conduct the work until June 30, 1919. During this period we shall render service to the Extension Divisions of state universities, and to other state agencies, by collecting educational material (such as syllabi for courses of study, briefs, reports, etc.) that was developed and accumulated by the Federal Government in conducting its war emergency educational work; by assisting, thru field representative service and literature of information, the development of Community Centers; by distributing to Extension Divisions for circulation, visual instruction material (such as films and lantern slides); by suggesting programs for the Americanization work of university Extension Divisions, and by giving some assistance in the development of these programs; by helping university Extension Divisions in their promotion of public discussion of important questions; by selecting and lending in quantities government publications which may be given a wider and more effective use thru university extension cooperation.

In order to carry out this program we desire to establish an official relationship with the Extension Divisions of the state universities. We have established such relationship with the universities that have formally organized Extension Divisions or departments. We are now ready to work out a plan of cooperation with state universities that do not have formally organized Extension Divisions. In looking over the literature from your institution, we find that you are not doing University Extension work other than in agriculture. We are, therefore, suggesting in an enclosed outline a plan whereby we may make an official connection with your institution. I hope you will give this plan immediate and serious consideration and then write us frankly whether your institution will meet the conditions we suggest.

There is a possibility that if the work of this division proves worthy, Congress will appropriate money to continue its work after June 30, and such an appropriation may carry with it Federal aid for university extension, similar to that now given to the land grant colleges for the cooperative extension service they render the Department of Agriculture.

Trusting we may be of service to you, I am

Yours sincerely,

J. J. Pettijohn,

Director.

Memorandum of Agreement

- I. The University of Kentucky agrees
 1. To appoint a member of its faculty as an official director of the Extension activities, and to supply him with sufficient clerical help and office space to conduct the minimum amount of Extension work requested by the Division of Educational Extension, Bureau of Education, Washington.
 2. To conduct the following Extension work:
 - a. Visual instruction; the circulating of films, slides, and exhibits, thru the local agencies -- public libraries, public schools, community centers, and similar public institutions.
 - b. Class instruction; conducting beyond the university campus in centers where classes may be organized. class instruction of a university grade, and correspondence study work of a similar grade.
 - c. Public discussion; to render a package library service, supply club study outlines, and promote discussion leagues, the work in general following the outline submitted by the Division of Educational Extension, Bureau of Education.
 - d. Community centers; cooperating with State Departments of Education, and other state agencies, in the development of community centers.

3. To permit the director of the Extension Division provided for in (1) to be responsible to the Director of the Division of Educational Extension, Bureau of Education, for monthly reports, for cooperation in collecting data, and various forms of information required by the Division, and to be responsible to the Director for the policies of cooperation with the Washington office.

II. The Division of Educational Extension in the Bureau of Education, Department of the Interior, agrees.

1. To extend the franking privilege to the Director of the Extension Division of the University of Kentucky for use in conducting all of the Extension work done in cooperation with the Division at Washington.
2. To supply stationery, printed forms, and other office material necessary for conducting the Extension work stated in (1).
3. To pay traveling expenses of directors of Extension Divisions for work ordered by the Division at Washington.
4. To supply the Extension Division of the University of Kentucky with whatever educational resources may be available in the departments at Washington for circulation and service in the State of Kentucky. (It is understood that the educational resources are such material as package libraries, films, lantern slides, syllabi for courses of instruction, etc.)

* This memorandum of agreement is established as a temporary expedient. Should an appropriation by Congress be made, a comprehensive memorandum will be submitted for mutual agreement, and after such an agreement will be substituted for this temporary one.

January 15, 1919

Frank L. McVey,
President.

(7) President McVey read a letter from the Attorney General regarding the Hickman County controversy, which was ordered incorporated in the minutes. The letter was as follows:

Frankfort, Kentucky,
December 13, 1918

Dr. Frank L. McVey,

Lexington, Kentucky

Dear Sir:

I beg leave to acknowledge receipt of yours of December 4, and will say that the matter about which you write therein; that is, the legality of the action of the Court in appointing a County Agent for Hickman County or making appropriation for the purpose of paying same, has been properly looked after and is in the hands of Mr. D. O. Myatt, First Assistant in my office, who will give the matter attention in the courts.

I wish you would say to Doctor Mutchler that on account of illness of an extended period I have been unable to comply with his request heretofore made to write him concerning this same matter.

Yours very truly,

Charles H. Morris,

Attorney General.

(8) The President presented a communication addressed to Mr. Stoll from Mr. Charles R. Brock, President of the Alumni Association, asking that the Executive Committee provide a suitable site for a statue to the memory of Dr. James K. Patterson, President Emeritus of the Institution. After discussion, a motion was made, seconded, and adopted authorizing the President of the University to inform Mr. Brock that when the statue is provided a suitable location will be given by the University, and that the landscape architect, Mr. Olmsted, may be called into conference to aid in the selection.

(9) Mr. Stoll reported to the Committee that he had forwarded the papers regarding Doctor Patterson's annuity to the Attorney General the latter part of December.

(10) A letter was read from E. A. Tipton, President, Kentucky Trotting Horse Breeders' Association, asking that the kitchen which was built on the fair grounds last spring for the use of the soldiers in training for vocational work, be turned over to the fair grounds in lieu of certain damages to the roads and other changes which the association had been compelled to make since the removal of the students. After discussion, the matter was referred to the President for adjustment.

11.

(11) A communication was read from Mr. R. C. Stoll, Chairman of the Executive Committee, with reference to the Peabody Fund, and on motion made and seconded, was ordered spread upon the minutes.

Lexington, Kentucky,
January 15, 1919

The Executive Committee of the University of Kentucky,

Lexington, Kentucky.

Gentlemen:

I am handing you herewith a letter, for your information, which I received from Doctor Wickliffe Rose, formerly Secretary of the Board of Trustees of the Peabody Fund. In this letter is a copy of the resolution of the Board of Trustees of the Fund at their fifty-seventh meeting in New York, held November 1, 1911.

Yours very truly,

R. C. Stoll.

S/J
Enclosure.

The Rockefeller Foundation
International Health Board
61. Broadway, New York.

December 15, 1918

Mr. Richard C. Stoll,
605 First National Bank,
Lexington, Kentucky.

Dear Sir:

Your letter of December 14, addressed to Mr. Abram Flexner, has been called to my attention. I was agent of the Peabody Fund when the contribution to the University of Kentucky referred to in your letter was made. I conducted the negotiations with the University of Kentucky and presented the proposition for action by the Peabody Board. At its meeting on November 1, 1911, the Peabody Board adopted the following resolution:

Voted, That to the State University of Kentucky, situated at Lexington, Kentucky, be contributed \$40,000 as endowment, to be known as the George Peabody endowment, the income to be

used as maintenance for the school of education; this contribution to be made on condition that the trustees of the University agree to supplement this income annually by such sum as will make the perpetual annual income for such school of education at least \$10,000. (Proceedings of the Trustees at their 57th meeting, New York, November 1, 1911, page 19.)

Before this money was paid over to the University, the University signed a contract binding itself to carry out the conditions stipulated in the above resolution. I do not have a copy of this contract. It was filed as a part of the official records of the Board. Upon dissolution of the trust these records were sent to the George Peabody College for Teachers at Nashville, Tennessee, and it is quite probable that the authorities of this institution would be able to supply you with a copy of the contract here referred to.

Very truly yours,

Wickliffe Rose.

The following resolution was offered, duly seconded, and on vote unanimously adopted: BE IT RESOLVED by the Executive Committee of the University of Kentucky that the Chairman of the Executive Committee and the Secretary of the Board of Trustees be and are hereby authorized to execute with the Phoenix and Third Trust Company, Trustees of the George Peabody Fund, an agreement substantially in words and figures as follows:

THIS AGREEMENT made and entered into this 1st day of November, 1918, by and between the University of Kentucky (hereinafter sometimes called "The University"), party of the first part, and the Phoenix and Third Trust Company as Trustee, of Lexington, Kentucky, (hereinafter sometimes called "Trustee,") party of the second part,

W I T N E S S E T H:

That, whereas, the Trustees of the Peabody Fund gave to the University of Kentucky the sum of Forty Thousand (\$40,000) Dollars as an endowment, to be known as the George Peabody Endowment, the income of which is to be used by the University for the maintenance of the school of education; and

WHEREAS; the Phoenix and Third Trust Company has been elected by the University as Trustee of such fund.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

I. The Trustee has, with the approval of the University of Kentucky, invested the George Peabody Endowment, amounting to Forty Thousand (\$40,000) Dollars, in Liberty Bonds of the Fourth Loan of the United States, and the Trustee now holds said bonds.

II. The Trustee agrees to register these bonds in its name as Trustee of the George Peabody Endowment to the University of Kentucky.

III. The Trustee agrees to pay to the University the income from this trust fund, when and as received, for the use of the University in maintaining its school of education, and the University agrees annually to so supplement the said income from said trust fund that the aggregate amount expended upon the school of education shall be at least Ten Thousand (\$10,000) Dollars.

IV. The Trustee shall, at the direction of the University of Kentucky, change the investment of said trust fund from time to time, and such reinvestment or reinvestments shall be held by the Trustee upon the same terms and conditions as herein provided.

V. The Trustee, has simultaneously with the execution hereof, executed a bond, payable to the University of Kentucky, in the sum of Forty Thousand (\$40,000) Dollars, for the faithful performance of its duty as Trustee hereunder.

VI. The University of Kentucky shall have the right at any time to change the Trustee hereunder, and if it should select a new Trustee of the George Peabody Endowment, the Trustee hereunder agrees to turn over said fund and any accumulations thereof, upon demand, to such new Trustee.

VII. This agreement is executed in duplicate, each copy to have the force and effect of an original.

IN WITNESS WHEREOF, the University of Kentucky has hereunto set its hand by Richard C. Stoll, Chairman of the Executive Committee, and has caused his act to be attested and its corporate seal to be affixed by Wellington Patrick, its Secretary, and the Phoenix and Third Trust Company has hereunto set its hand by W. A. McDowell, its President, and has caused his act to be attested and its corporate seal to be affixed by John R. Downing, its Secretary, at Lexington, Kentucky the day and date first above written.

UNIVERSITY OF KENTUCKY

By, Richard C. Stoll,

Chairman, Executive Committee.

SEAL

ATTEST:

Wellington Patrick,

Secretary.

PHOENIX AND THIRD TRUST COMPANY,

By, W. A. McDowell,

President.

SEAL

ATTEST:

John R. Downing,

Secretary.

(12) Mr. Stoll said to the Committee that according to the newspapers many German cannon were to be brought to the United States, and that, if possible, he believed one of these cannon ought to be mounted upon the grounds of the Universtiy; that it would be peculiarly appropriate for a German gun to be presented, not only to the University of Kentucky, but to all of the state universities, not only because these universities are supported in part by funds provided by the United States Government, but because many alumni and former students of these universities entered the war and many enlisted men have been trained at these universities.

Thereupon, upon motion made, seconded and carried, the President of the University was authorized to communicate with the Honorable J. C. Cantrill, Representative from the 7th District of Kentucky, and with the Honorable J. C. W. Beckham and Honorable George B. Martin, Senators from Kentucky, and with the Secretary of War, requesting that a German common be given to the University of Kentucky.

(13) A communication was read from Dean Thomas P. Cooper, as follows:

Lexington, Kentucky,
November 30, 1918

President F. L. McVey,
University of Kentucky.

My dear President McVey:

A number of the county agents, home demonstration agents and, in some instances, other employees of the institution, may at time advantageously make use of motor vehicles, saving the institution expense and their time. It is desirable under this condition to prescribe a method of procedure and to determine the rate to be allowed for the use of privately owned motor vehicles. I, therefore, wish to recommend the following:

The administrative authorities of the University of Kentucky may authorize the use of personally owned motor vehicles and the payment of mileage incurred in actual and necessary travel in the performance of duties, at the rate of six cents a mile. Such expense may be incurred only when the vehicles are necessarily used as a means of transportation. Each individual to whom the privilege is extended shall be given direct authorization and mileage for which charge is made shall be audited and checked as are other accounts.

Yours very truly,

Thomas Cooper,

Dean and Director.

After discussion, the matter was referred to Dean Cooper for further details relative to the use of the fund, methods of checking it, etc.

(14) President McVey read a statement from the Registrar showing the following enrollment at the present time in the various colleges, exclusive of women in drafting courses in engineering and students in the two weeks' course in agriculture. The statement was as follows:

	<u>Girls</u>	<u>Boys</u>	<u>Total</u>
Arts and Science	137	109	245
Agriculture	67	64	131
Engineering	215	215
Law	4	31	35
	----	----	----
Total.....	208	419	627

(15) A communication was read from Dean Thomas P. Cooper stating that in the instruction in meat work given by the College of Agriculture, it would be necessary to dispose of the meats from carcasses slaughtered. For the information of the Board of Trustees Dean Couper wished to present the following as a matter of institutional policy in this matter:

For your information and for that of the Board of Trustees, and for their approval, if required, I wish to state that we propose to purchase and kill such quantities of cattle, hogs, sheep and poultry as are necessary to give the student a working knowledge of methods of slaughtering, cutting and curing. The product will be disposed of for cash either to members of the faculty and staff or the larger parts of the carcasses will be sold directly to local butchers. The price will be based upon the cost plus the necessary handling charge. We do not propose to make deliveries and do not propose in any way to cater to or encourage trade greater than that sufficient to dispose of this product.

On motion by Mr. Johnston, seconded by Mr. Ernst and unanimously adopted mention of the matter was ordered spread on the minutes.

(16) On motion by Mr. Ernst, and seconded by Mr. Johnston, \$1,000 additional insurance was authorized, covering the contents of the cattle feeding barn. On vote the motion was carried.

(17) The President reported that there had been some discussion regarding the student activity fee and the suggestion had been made, he said, to incorporate this under the head of tuition or matriculation fee. After discussion, the matter was referred to the University Council for consideration.

(18) A bill of \$452.77 in favor of Olmsted Brothers, landscape architects, was presented and ordered paid.

(19) President McVey presented a brief statement of the plans of the Teachers' Insurance and Annuity Association of America, indicating that provisions are made for three methods of insurance and annuities for teachers (a) a plan by which the teacher pays the premiums; (b) a plan by which the premiums are paid partly by the

teacher and partly by the institution. and (c) a plan by which the institution pays the premiums. President McVey stated that he would like to see some arrangement by which perhaps the University might arrange to carry a system in part for its teachers. In the discussion, the question of the constitutionality of the matter was raised. On motion, duly made and seconded, it was directed that the matter be considered and brought before the Committee at another time.

(20) A motion was made, seconded, and on vote unanimously adopted that all students in the freshman and sophomore years be required to take military drill, regardless of the college in which they are enrolled or their relationship to the military or naval establishments of the United States.

(21) A motion was made, seconded, and on vote unanimously adopted endorsing the action of President McVey in inviting to meet at the University a State Conference on Kentucky Problems, the date for which has been tentatively arranged for March 4-5, 1919.

(22) President McVey then presented for confirmation the following list of appointments, transfers, increases in salaries and resignations, which on motion duly made and seconded was approved as recommended:

Resignations

Mr. K. L. Varney, District Agricultural Agent, effective December 31, 1918.

Miss Sara Richards, stenographer in the Feed Department, Experiment Station, effective December 31, 1918.

Miss Sara Sanders, stenographer, Department of Military Science, effective December 19, 1918.

Julia B. Green, (colored) Home Demonstration Agent, Louisville, effective September 1, 1918.

Miss Jessie Aldridge, stenographer and clerk, Leader of County Agents, effective January 1, 1919.

Transfers

Mr. Wayland Rhoads, County Agent, transferred to Beef Cattle Specialist, Animal Husbandry, at a salary of \$1,680 a year, effective January 1, 1919. In addition to this he is to be paid his travel expenses within the State.

Miss Lillie Liston, stenographer in the fertilizer department to the position of secretary of the creamery license division, effective January 16, 1919. As this involves largely increased responsibilities it is recommended that her salary be \$100 a month, effective on date stated. In addition to other work she will assist in testing glass ware.

Increases in Salary

Miss Jessie Aldridge, stenographer for the State Leader of county agents, increase in salary from \$65.00 to \$75.00 a month, effective January 1, 1919.

Dr. W. R. Pinnell, special bacteriologist, increase in salary from \$2,000 to \$2,100, effective January 1, 1919. This increase is recommended on account of increased duties made possible under the new Board of Health law.

Miss Mary Belle Baird, stenographer, Department of Education, increase in salary from \$50.00 to \$60.00 a month, effective November 1, 1918; one-fifth of her salary to be paid from Smith-Hughes fund.

Professor L. E. Nollau from \$2,000 to \$2,200, beginning January 1, 1919.

Mr. Geoffrey Morgan, State Leader of County Agents, increase in salary from \$3,000 to \$3,500 a year, effective January 1, 1919.

Mr. G. T. Wyatt, District Agent, increase in salary from \$2,200 to \$2,500 a year, effective January 1, 1919.

Mr. B. G. Nelson, District Agent, increase in salary from \$2,000 to \$2,500 a year, effective January 1, 1919.

Mr. Otis Kercher, State Leader of Boys' and Girls' Club Work, increase in salary from \$2,250 to \$2,500 a year, effective January 1, 1919.

(The increase named in the above recommendations are to be taken care of from extension funds which are available for that purpose.)

Mr. T. R. Bryant, assistant to the dean and assistant director of extension, increase in salary from \$2,500 to \$3,000 a year, effective January 1, 1919. This increase is to be paid from extension funds which are available for that purpose, making \$1,500 from extension and \$1,500 from teaching division.

W. D. Nicholls, professor of farm management, increase in salary from \$2,100 to \$2,500 a year, effective January 1, 1919. The increase named is available in the budget due to the fact that two-thirds of his salary during the past several months has been paid by the Department of Agriculture for his joint services as farm help specialist. These payments will probably continue during the remainder of the fiscal year. When conditions become normal he will be paid \$1,100 from the Experiment Station and \$1,400 from the teaching division. The distribution during the period in which payments are made by the Department of Agriculture will be \$500 from teaching funds and \$500 from Experiment Station funds.

Miss Lennis Wurtz, stenographer, Stenographic Bureau, increase in salary from \$50.00 to \$60.00 a month, effective January 1, 1919.

Miss Elma Allen, stenographer, Stenographic Bureau, increase in salary from \$50.00 a month to \$60.00 a month, effective January 1, 1919.

List of Appointments

Mr. James Speed, Editor of Farm and Family, Louisville, Kentucky, Editor for the Agricultural College at a salary of \$3,000 a year, effective January 16, 1919. Salary to be paid two-thirds from Extension and one-third from Experiment Station. The item for an editor was budgeted in 1918.

Lawrence A. Bradford, emergency demonstration agent, Carroll County, Kentucky, at a salary of \$150 $\frac{2}{3}$ a month, effective January 1919, salary to be paid from Emergency fund \$85.00 a month and Carroll County \$65 $\frac{2}{3}$ a month.

J. O. Horning, emergency demonstration agent, Butler County, Kentucky, at a salary of \$153 $\frac{1}{3}$ a month effective December 1, 1918, for 5 months, salary to be paid from Emergency funds, U. S. Department of Agriculture \$92.00 a month and Butler County \$41 $\frac{1}{3}$ a month.

W. R. Reynolds, emergency demonstration agent, Jackson, Estill, and Perry counties, Kentucky, at a salary of \$150 a month, effective January 1, 1919, for 6 months, salary to be paid from Emergency fund \$125 a month and Jackson County \$25.00 a month. About \$50.00 a month allowed for travel to be paid from U. S. Department of Agriculture funds.

Miss Sara Richards, stenographer, Feed Department, Experiment Station, at a salary of \$65.00 a month, effective November 19, 1918.

Harry R. Allen, laboratory assistant, Fertilizer Department, Experiment Station, at a salary of \$70.00 a month, effective November 14, 1918.

Miss Rose McMenama, telephone operator, Experiment Station, at a salary of \$35.00 a month, effective December 1, 1918.

Miss Anne McCullough, clerk, office of director of Experiment Station, at a salary of \$60.00 a month, effective December 1, 1918.

Frank N. Barrett, emergency Boys' and Girls' Club Agent, at a salary of \$166 $\frac{2}{3}$ a month, effective January 1, 1919, for 6 months, salary to be paid from Emergency funds, U. S. Department of Agriculture. About \$75.00 a month allowed for travel to be paid from U. S. Department of Agriculture.

Continuation of employment of J. W. Worthington, emergency county agent, Campbell County, Kentucky, at an increase in salary of \$400 a year, effective January 1, 1919, for one year, salary to be paid from emergency fund \$500 a year, Campbell County \$1,000 a year, other arrangements for funds to be made July 1, \$500. About \$25.00 allowed for travel.

Continuation of employment of Miss Lucy Bell Settle, emergency home demonstration agent, Ballard County, Kentucky, at an increase in salary of \$25.00 a month, effective January 1, 1919, for 10 months, salary to be paid from Emergency fund \$100 a month, and Ballard County \$50.00 a month. No travel allowance.

Continuation of employment of Mrs. O. T. Lyle, emergency home demonstration agent, McCracken County, Kentucky, at an increase in salary of \$25.00 a month, the salary to be paid from Emergency fund \$75.00 a month and McCracken County \$50.00 a month. About \$25.00 a month allowed for travel.

Continuation of employment of Mrs. Susan G. Weaver, emergency home demonstration agent, Henderson County, Kentucky, at an increase in salary of \$168 a year, effective January 1, 1919, for 12 months, salary to be paid from Emergency fund \$75.00 a month and Henderson County, \$50.00 a month. About \$25.00 a month allowed for travel.

Continuation of employment of R. B. Swanner, emergency county agent, Laurel County, Kentucky, at an increase in salary of \$5.00 a month, to become effective January 1, 1919, salary to be paid from Emergency fund \$100 and Laurel County \$25.00 a month. Travel expenses of \$350 to be paid by Laurel County.

Continuation of employment of B. H. Mitchell, emergency county agent, Graves County, Kentucky, at an increase in salary of \$400 a year, the salary to be paid from Emergency funds \$83 $\frac{1}{3}$ a month

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Continuation of employment of Mrs. E. L. Grubbs, emergency home demonstration agent, (county to be assigned) Boyle County, Kentucky, at an increase in salary of \$25.00 a month, effective March 1, 1919, for 8 months, salary to be paid from Emergency funds \$65.00 a month, and School Board, Boyle County, \$50.00 a month. Travel allowance of \$25.00 a month to be paid from emergency fund, U. S. Department of Agriculture.

J. W. Lindsay, second assistant in extension in the Department of Markets at a salary of \$1,000 a year, effective January 16, 1919, the period of employment to extend to June 30, 1919.

There being no further business to be brought before the Committee, the Committee adjourned.

Respectfully submitted,

Wellington Patrick,

Secretary of the Executive Committee.