

Minutes of the meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, February 20, 1953.

The Executive Committee of the University of Kentucky met at Maxwell Place at 10:30 a. m., Friday, February 20, 1953. The following members were present: Guy A. Huguelet, Chairman; Harper Gatton, J. C. Everett, Robert P. Hobson, and H. D. Palmore. President H. L. Donovan, Dr. Leo M. Chamberlain, and Sec. Frank D. Peterson met with the Committee.

A. Minutes Approved.

On motion duly made, seconded and carried, the minutes of the Executive Committee of November 7, 1952, were approved as published.

B. Report of the Comptroller.

The Comptroller made the usual financial report covering the University fund transactions for the period of seven months beginning July 1, 1952, and ending January 31, 1953. The statements of unrealized income and realized income for the various divisions were furnished. The estimated income for the Agricultural Experiment Station will probably be unrealized to the extent of \$ 75,000 to \$ 90,000. This unrealized balance is due to the Fertilizer department of the Experiment Station absorbing credits of the approximate amount mentioned from fertilizer tags sold prior to June 30, 1952, and the discontinuance of selling tags after July 1. The regulatory provision of the statute affecting fertilizer inspection was changed, effective July 1. Charges per ton of fertilizer inspected in the bin were not changed. This situation should right itself after credits for tags on hand by vendors are absorbed.

The financial report also included balance sheet and operating statements for divisions mentioned.

Members of the Committee being satisfied with the report, on motion duly made, seconded and carried, same was authorized received and filed.

C. Budget Changes.

President Donovan submitted a list of budget changes amounting to a net increase of \$ 3,942.81, as evidenced by a letter dated January 19, 1953, and an increase of \$ 7,324.25, as evidenced by letter dated February 6, 1953. It was explained that these increases have been administratively approved and were necessary. President Donovan recommended that the increases be authorized by the Executive Committee.

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

D. Travel Allowance for Doctor Tapp.

President Donovan reported that Dr. Hambleton Tapp was continuing to travel on behalf of the University, and recommended appropriation from the Haggin Fund of \$ 2,500 for travel expenses for the current fiscal year.

Upon motion duly made, seconded and carried, the sum of \$ 2,500 was appropriated from the Haggin Fund, and the Comptroller was authorized to make the necessary budget adjustment.

E. Investment of Funds Authorized.

President Donovan read the following letter from Comptroller Frank D. Peterson:

February 16, 1953

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

My dear President Donovan:

Colonel Owen R. Meredith and wife, Mrs. Marion Willard Meredith, established the Owen R. Meredith Endowment Fund, the proceeds from investment to be used to foster ideals of good citizenship, character, and scholarship, award to be made to a senior, exemplifying these qualities by vote of the Chemistry Department staff. I hold \$ 300.00 of the principal not invested. I request authorization and direction for investment of this fund.

The Comptroller holds Waddy Endowment Scholarship Fund. The proceeds from investment are to be used for scholarships for girl students, selection to be made by the Dean of Women. The fund amounts to \$ 2,161.76. Of this amount \$ 161.76 is uninvested. Please authorize and direct what investment should be made, if any.

By action of the University Board of Trustees, the Louisville College of Pharmacy was taken over. In addition to receiving the physical property, we received securities in cash, amounting to approximately \$ 55,000.00. This sum has increased to about \$ 78,000.00, of which \$ 6,473.53 is now uninvested. I recommend that this money be authorized invested and seek direction of the Executive Committee.

Former Dean Alvin Evans of the College of Law received a gift from a gentleman by the name of A. Kocourek, securities which currently are worth approximately \$ 6,347.05. Some of these securities have matured and cashed. There is at the present time a cash balance of \$ 1,724.25. I recommend that these funds be invested and request authorization and direction of the Executive Committee.

Respectfully submitted,

(Signed)

Frank D. Peterson
Comptroller

President Donovan recommended that the request be granted, and the funds authorized invested; whereupon, on motion duly made, seconded and carried, the funds were authorized invested, and the Comptroller was directed to select the type of investment.

F. Purchase of 110 Colfax Street Property.

The Comptroller explained that he had purchased at public auction the house and lot at 110 Colfax Street, Lexington, for a price of \$2,920.00. He stated that the property was located to the rear of one of the service stations on South Limestone Street in front of the University. The house consists of three small rooms on a lot 20' x 100'.

The Comptroller stated that he was willing to keep the property as a personal purchase, or turn it over to the University at the public auction price. He further recommended that property in this neighborhood be purchased if and when it becomes available for free and voluntary sale.

There was a brief discussion by members of the Board. Upon motion duly made, seconded and carried, the property at 110 Colfax Street, Lexington, was authorized purchased for the price of \$2,920.00, same to be paid for from Haggin funds, and the rental collected on this property be used to reimburse the Haggin Fund for the purchase price.

G. Purchases Made by the Comptroller Authorized.

President Donovan read a letter from the Comptroller listing purchases made by the Comptroller from October 1, 1952, through December 31, 1952.

January 2, 1953

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

My dear President Donovan:

I submit a list of state requisitions, advices of emergency purchases, special purchase orders and departmental purchase orders which have been made by the purchasing division from October 1, 1952 through December 31, 1952, yet to be approved by the Board of Trustees. The listing below gives the numbers of the documents requesting the purchase or actually issued as purchase orders, which documents are made a part of this record and are held in the Office of the Comptroller subject to inspection. The purchases have been made on properly drawn documents at the request of the various departments and have been charged against available funds.

State Requisitions numbered	266 through 439
Emergencies	100 through 240
University D Orders	5461 through 5494
Special Orders	1151 through 2244.

The foregoing record of purchases is respectfully submitted with the request that they be approved by the Board of Trustees, thereby ratifying the action of the Comptroller in making the purchases.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Upon motion duly made, seconded and carried,

State Requisitions numbered	266 through 439
Emergencies	100 through 240
University D Orders	5461 through 5494
Special Orders	1151 through 2244

were ratified and purchases approved.

H. Resolution from Kentucky Mining Institute.

President Donovan submitted a letter from the Secretary-Treasurer of the Kentucky Mining Institute, enclosing a resolution of that body of commendation of the University.

KENTUCKY MINING INSTITUTE

December
Nineteen
1952

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

Dear Dr. Donovan:

We are enclosing copies of a resolution which was adopted unanimously at the last annual meeting of the Kentucky Mining Institute concerning the proposed addition to the Mineral Industries Building. These may be used in any manner you deem advisable.

The Mining Institute and the Department of Mines and Minerals are both greatly interested in cooperating in any way with the University in securing the appropriation for the new addition. We of the Institute are aware of the service the College of Engineering has rendered to the coal industry in the past and of the greater service they will be able to give when the present facilities are expanded.

Assuring you of our cooperation with you and the University, and with best wishes for the Holiday Season, I am

Yours very truly,

(Signed) A. D. Sisk
A. D. SISK, Secy-Treas.
Kentucky Mining Institute.

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RESOLUTION

The following resolution was unanimously adopted at the annual meeting of the Kentucky Mining Institute, held on November 13 and 14, 1952:

WHEREAS, the University of Kentucky has made great strides in the last few years toward the advancement of Kentucky through its many activities of rendering service to the citizens of the Commonwealth of Kentucky by teaching her young people and by being of assistance to the citizens of Kentucky in all walks of life, and

WHEREAS, the University of Kentucky has expanded to meet the demands made upon it by the many industries and by its valuable agricultural interest by enlarging and constructing adequate buildings that would properly house the capably trained staff that is presently in the employ of the University and to house the proper facilities that the University needs in its very valuable work. These things are done to further the industrial and agricultural life of the Commonwealth of Kentucky, and

WHEREAS, the Engineering College of the University has rendered immeasurable service to the industries of Kentucky, and particularly the coal industry of Kentucky, by assisting in our research and educational programs, and

WHEREAS, the College of Engineering of the University of Kentucky is in need of additional space to house the Engineering College,

BE IT RESOLVED THEREFORE, that the Kentucky Mining Institute, in annual session, approves and endorses with great enthusiasm the proposed Mineral Resources Building for the College of Engineering and that we unite our efforts in a diligent manner to bring about the ultimate completion of this proposed building. Be it resolved further that this resolution be spread upon the minutes of this meeting and notice of this resolution be given to the public press and mailed by the Secretary of this organization to all interested parties.

Upon motion duly made, seconded and carried, the resolution was authorized put to record.

I. Appropriation for Landscaping Engineering Quadrangle Court.

President Donovan stated he had been advised by Professor N. R. Elliott that it would require approximately \$400.00 to purchase the shrubbery and plantings necessary properly to landscape the Engineering Quadrangle court, and recommended that the appropriation be authorized.

Upon motion duly made, seconded and carried, the sum of \$400.00 was authorized appropriated, and the Comptroller was directed to make the necessary budget adjustment.

J. Report on Condition of Kastle Hall.

President Donovan read a letter from the Comptroller detailing the need for restoration of this building:

December 23, 1952

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

My dear President Donovan:

During the past year we have had a good many calls from Kastle Hall to make repairs and replacements necessary in order to keep the plumbing, electric, ventilation, and other parts of the building operating. Since a large part of this building is used for laboratories, one might expect the plumbing in the building to wear out. The electric equipment in this building is wearing out along with the plumbing and laboratory facilities. We may be able to operate the building the remainder of the year, and we may be able to operate it another full year; but, after twenty-seven years of fairly heavy use, these facilities have worn out. The laboratory floors are worn and the hood system in the laboratories is deteriorating. The lab tables are in very bad condition.

I think it wise that I acquaint you with the possibility that we may have a major alteration job in Kastle Hall at any time. We have estimated the cost of replacing these various worn-out facilities as follows:

Plumbing	-	\$ 88,000.00
Electric Service		
and Lighting	-	6,000.00
Hood System		20,000.00
Laboratory Floors		10,500.00
New Lab Tables		50,000.00
Repairs to Lab Tables		
and Shelving		3,000.00
Total		<u>\$177,500.00</u>

I am passing this information along for you to use it in any way you think best.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Members of the Committee discussed the report, and upon motion duly made, seconded and carried, same was ordered received and put to record.

K. Report on Stokers in Central Heating Plant.

Mr. Peterson read a letter which he had received from Mr. E. B. Farris, Chief Engineer, concerning needed repairs to stokers in the Central Heating Plant.

January
Twenty Nine
1953

Mr. Frank D. Peterson, Comptroller
University of Kentucky
Administration Building

Dear Mr. Peterson:

For the past two or three years it has been increasingly obvious to us that replacement of the stokers on our two Bros Boilers is indicated. While we have no concern of getting through the present heating season, I think it would be well to give consideration to the replacement of these stokers this summer.

We find that the Detroit stokers installed on our new boilers are much to be preferred to the Hoffman Firite stokers installed at the time the original Heating Plant was built in 1936. These stokers have seen seventeen years of hard service and at present are obsolete to the extent that we are having difficulty in obtaining replacement parts and the maintenance on the stokers is so great that they are no longer economical to operate from a maintenance standpoint.

In order to have these stokers ready for any heating season it would be necessary to let a contract the preceding Spring.

We believe that we can purchase these stokers and install them with our own labor with a factory Superintendent to direct the installation. It would also be necessary to let a contract for the remodeling of the brick work to accommodate the new stokers. We can save a great deal of money by doing the larger amount of the labor with our own forces, our labor costs running approximately \$ 1.50 per hour against a contractor's cost of approximately \$ 4.00 per hour as follows:

2 new stokers, with factory supervision of installation	\$ 21,000
Remodeling brick work to accommodate new stokers	7,000
Miscellaneous	1,500

I believe that the Division of Maintenance and Operations could absorb the labor of the installation of the stokers without an increase in our budget, provided the work was performed during the summer season.

I am furnishing you this information at this time in order that it may be considered in the preparation of the budget. I realize that you may wish to present this to the State Building Commission or that you may wish to set up funds for this work in the coming budget in our account fund 1480 or 1680.

Plans and specifications can be prepared in this office; therefore there will be no question of hiring a consulting engineer for this purpose.

Very truly yours,

(Signed) E. B. Farris
Chief Engineer.

The problem was discussed, and upon motion duly made, seconded and carried, the report was received and ordered put to record.

L. House at 624 South Limestone Street Authorized Removed.

President Donovan reported that the house on the corner of Limestone Street and Graham Avenue had been razed. There is now another house at 624 South Limestone Street, unoccupied, which should be removed at this time. He stated that the campus development plan provided for clearance of this area, and recommended that authorization be given to dispose of this house.

Upon motion duly made, seconded and carried, the Comptroller was authorized to cause the house to be removed from the University campus.

M. Advancement of Funds for Publication of "Southern Travel Series" Authorized.

President Donovan read a letter from the Comptroller explaining contractual arrangements between J. W. Carnahan, president of Lyons and Carnahan, educational publishers, Chicago, Illinois, and the University.

January 27, 1953

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

My dear President Donovan:

The Executive Committee of the Board of Trustees at its meeting on November 7, 1952, approved a memorandum contract between J. W. Carnahan, President of Lyons and Carnahan educational publisher, Chicago, Illinois and the University. The agreement provides that Lyons and Carnahan will pay to the University of Kentucky the sum of \$12,000.00 over a period of four years beginning 1952 in return for certain editorial services to be rendered by the University to the Lyons and Carnahan Publishing Company. Dr. Thomas D. Clark was assigned to do the editorial work on behalf of the University.

It was understood at the time the contract was entered into that the proceeds received from services rendered would be used to partially pay the cost of publishing the Southern Travel Series, which is an invaluable reference study.

The first annual payment of \$3,000.00 was received by the University on October 29, 1952. The 1953 payment will be due on or before October 1953 and a like sum for each of the next two years. The Southern Travel Series will be printed by the University of Oklahoma Press; and, in all probability we will be asked to make a commitment for this publication to the extent of \$12,000.00 some time during the current year. Payment would be made upon completion of the work which probably would not be due until some time in 1954. Dr. Clark would like to have some assurance that the sum of \$12,000.00 may be obligated prior to the receipt of the 1955 installment from Lyons and Carnahan. The contract we have with Lyons and Carnahan in my judgment is valid and enforceable; we have a right to rely upon the contract; and I see no reason why we could not with the approval of the Executive Committee and the President of the University make a commitment to the University of Oklahoma Press to defray publication costs of these publications. If you agree with this recommendation, I believe it should be brought to the attention of the Executive Committee.

Respectfully submitted,

(Signed)

Frank D. Peterson
Comptroller

The Comptroller explained that he saw no reason why the request should not be granted, but desired Board approval before making an obligation incurring funds which have not yet been received.

President Donovan recommended that the request be granted and the funds authorized. Whereupon, on motion duly made, seconded and carried, the Comptroller was directed to make whatever commitments were necessary to complete the publication of the Southern Travel Series by the University of Oklahoma Press.

N. University of Kentucky Extension Service Policy.

Doctor Chamberlain read a letter which he had written to President Donovan relative to establishing a policy relating to withdrawals from the University Extension classes and refund of fees.

January
Twenty-two
1953

President H. L. Donovan
University of Kentucky

Dear President Donovan:

For a long time we have observed the same policy in Extension classes as in residence classes with respect to the refunding of fees to students finding it necessary to withdraw. This policy has worked reasonably well in Extension until recently, but it is now giving us some difficulty, particularly with respect to the classes we are operating for military personnel at Fort Knox. An army order may withdraw a large number of students from a class at any time. We try, of course, to operate our Extension program so that the over-all income will cover the cost of instruction and travel.

After discussing this matter with Mr. Clifton, Director of University Extension, and Dr. Tuthill, University Registrar, I am recommending that the following regulation respecting refunds of fees to students withdrawing from Extension courses be as follows:

"Students who, after registering for a course, give notice of withdrawal before or at the beginning of the second official meeting of the class, may have their fee refunded. After the beginning of the second meeting of the class no refunds will be made."

This is not to include classes operated at the Northern Extension Center at Covington. We prefer to handle refunds at the Center just as we handle them on the Lexington campus.

Sincerely,

Leo M. Chamberlain
Vice President

President Donovan discussed the recommendation, and upon motion duly made, seconded and carried, the following regulation was approved:

"Students who, after registering for a course, give notice of withdrawal before or at the beginning of the second official meeting of the class, may have their fee refunded. After the beginning of the second meeting of the class no refunds will be made."

O. Form for Requesting Use of Farm Service Building Approved.

President Donovan stated that the arena of the Farm Service Building was very useful in many ways. Many organizations request the use of the arena section, and the University and Experiment Station desire to grant permission for use of the arena section in many events. He stated that it was desirable to establish some conditions under which this particular part of the building would be made available to on and off-campus groups. He submitted an application form which had been approved by Dean Welch and himself, and recommended that same be authorized.

Upon motion duly made, seconded and carried, the application form for the use of the arena section of the Farm Service Building, including the conditions under which same is to be used, was approved.

P. Professor W. A. Heinz To Do Off-Campus Teaching.

President Donovan submitted a request approved by Dean White for Associate Professor W. A. Heinz to teach a course in public health in the Nazareth School of Nursing during the second semester. Dr. J. S. Chambers stated that the work would not interfere with Professor Heinz's duties at the University. President Donovan recommended that the request be granted, with the expressed understanding that no future commitments of this nature should be made, as such work should be handled by the Department of University Extension.

Upon motion duly made, seconded and carried, Professor W. A. Heinz was given permission to teach a course in public health in the Nazareth School of Nursing, for the second semester of the current school year, in accordance with the recommendation of President Donovan.

Q. Application for Space Heating Gas Service.

The Comptroller explained that it would be necessary to heat the small dormitories (fraternity houses) with gas. Each building would contain its own gas furnace. It was explained that the Public Service Commission had granted to the Central Kentucky Natural Gas Company authority to restrict and limit sale of natural gas. It was further explained that the Central Kentucky Natural Gas Company had the authority, under the order, to accept and approve applications for residential, domestic or commercial jobs, not to exceed the quota. It also explained that each building would require 379,900 B. T. U.'s per hour and that this intake was within the order of the Public Service Commission, and should

be filed at this time for services beginning in February, 1954, in order to get preference rating on applications received by the company.

Upon motion duly made, seconded and carried, the Comptroller was directed to make the necessary application for space heating gas service in six dormitories to be constructed and used as fraternity houses.

R. Report on Dormitory and Request of John F. Wilson.

President Donovan stated the revised plans and specifications for the new men's dormitory were not yet finished by the architect, John F. Wilson. He read the following letters from Mr. Peterson and Mr. Wilson:

January 26, 1953

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

My dear President Donovan:

On the morning of January 23 Mr. John F. Wilson, architect; Mr. White, structural engineer; and another gentleman whose name I do not know, brought to my office the attached letter which details difficulties encountered in the redesign of Men's Residence Hall, Rose Street, and request an addition to the existing contract of approximately \$ 7,500.00, as explained in the letter.

I advised Mr. Wilson that the letter would be read to the Executive Committee of the Board of Trustees at its next meeting and submitted for their consideration.

Respectfully submitted,

(Signed)

Frank D. Peterson
Comptroller

JOHN F. WILSON

January
Twenty-three
1953

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

Re: Residence Hall for Men - Rose St.

Dear Mr. Peterson:

A week or two ago we had occasion to discuss our problem with the Committee of the Building Commission, composed of Mr. Rieman, Mr. Barnes, and Mr. Judy, explaining the difficulties we have encountered on the above referenced project.

At the time of making our last estimate to you of the man hours required, we underestimated the number of man hours which would be required by our sub-contractors, i. e., structural and the three mechanical trades (they were not then engaged). It has developed that the time required with which to execute this work will be increased from 4,000 to approximately 6,000 hours.

On the structural work, for instance, our structural engineer has gone into an entirely different structural design, eliminating all floor beams and all capitol type columns, which will result in a saving to you from some \$65,000.00 to \$85,000.00. This you are entitled to if it can be made available. However, all of these things are adding up to more time than we had anticipated, and the 2,000 hours additional that we are requesting is at the rate of \$3.75 per hour, (or an addition of about \$7,500.00) whereas we are paying from \$3.00 to \$5.00 per hour, not including any overhead.

Therefore, our request in relation to the entire building cost is relatively minor. However, we do need this additional time in order to ease up the working condition with the structural and mechanical engineers since I have been attempting to hold them to their original estimated man hours and to which they will not agree.

With this increase, your architectural design will not cost more than approximately 1.8% whereas the standard fee for new design under the Building Commission schedule is 2.4%

I suspect we should never have had a limitation of hours in the beginning, and the Building Committee so agrees.

Mr. Judy of the State Building Commission told me voluntarily this morning that he was going to call you by telephone and recommend that you give us the relief requested, particularly so that we can extend more time to our structural and mechanical engineers with which to complete their portion of the work. The entire Committee above referred to believes that our request should be granted.

The deviations we are making and hope to be able to make in the design, including structural and mechanical changes, will be reflected in the lower building cost, and, certainly, the doing over of anything should always result in much improvement. Our desire is to give you the very best possible.

It is to be noted that the contract states that, "The Architect shall prepare such drawings as may be needed to supplement the working drawings to complete the project. etc." It develops that instead of preparing such drawings needed to supplement any present drawings, we are compelled to re-do the entire project from beginning to end. This, of course, could not be foreseen in the beginning. After all, a few more hours made available to us could well save several times their cost.

Yours very truly,

(Signed) John F. Wilson
 ARCHITECT

President Donovan requested the Comptroller to review briefly the negotiations with Mr. Wilson concerning the re-design of the men's residence hall. Mr. Peterson stated that, on January 18, 1952, a report was made to the Executive Committee that the Regional Office of the Housing and Home Finance Agency, at Chicago, had declined to approve the application for the men's dormitory. Mr. J. B. Rieman, Engineer for the State Property and Building Commission, and John F. Wilson, architect for the owner, made a trip to Chicago and conferred with representatives of the Housing and Home Finance Agency, and an agreement was reached by the representatives of the Housing and Home Finance Agency and J. B. Rieman and John F. Wilson, acting for the owner as to the re-design of the plans and specifications. This information was submitted to the Executive Committee and same was approved. On April 25, 1952, the Board of Trustees of the University received a report on the re-design of the men's dormitory by John F. Wilson. The architect submitted in writing an offer to re-design the plans and specifications in accordance with the agreement heretofore mentioned on a cost price of \$ 7. 50 per man hour for a maximum of \$ 11, 250. 00. The Board authorized this agreement.

On July 18, 1952, at a meeting of the Executive Committee, President Donovan reported that the Federal Government, Washington Office, had given the word "go" on the re-design of the men's dormitory. He reported that Mr. Wilson had submitted an offer to re-design plans and specifications as follows:

For the first 2, 000 hours of technical work	\$ 7. 50 per hour
For the second 2, 000 hours of technical work, or any part thereof	3. 75 " "

the maximum not to exceed 4, 000 hours, or a total cost of \$ 22, 500. 00.

The Committee authorized approval of the contract, subject to the approval of the State Property and Building Commission.

On March 7, 1952, the Executive Committee received a progress report from Mr. Wilson.

On December 19, 1952, the Board of Trustees received a report from Mr. Wilson and S. G. Hagan that the plans and specifications were about 75% complete.

Members of the Committee discussed the letter from Mr. Wilson and other phases of the problem, and upon motion duly made, seconded and carried, authorized President Donovan to write the following letter to Mr. Wilson:

February 23, 1953

Mr. John F. Wilson
Wellington Arms Building
Lexington, Kentucky

My dear Mr. Wilson:

At the meeting of the Executive Committee on February 20, Comptroller Frank D. Peterson and I presented to the Trustees your letter of January 23, requesting that your contract for redrafting plans and specifications for the Men's Residence Hall be amended because you had made a mistake in your original estimate of what it would cost to redesign the plans on this building. In this communication you asked that the Board of Trustees allow you an additional 2,000 hours at \$3.75 per hour, or \$7,500, to complete these plans.

Some members of the Board reported that they had also received a communication from you and, in some cases, that you had interviewed them personally. We have also received communications from some of the officials of the State Building Commission that you had personally appealed to them for a change in this contract, and that you had urged them to grant you the relief which you sought.

The members of the Executive Committee directed me to communicate to you their disappointment in the manner in which you had handled this matter and their displeasure in your failure to complete this business as expeditiously as it should have been completed. I was directed to say to you that they would refuse to negotiate with you on the question of amending your contract until you had completed the plans and specifications on this job and they had been submitted to the Board for review. The Trustees suggested that when you had finished your work they would then be in a position to hear you but not before.

You were very solicitous to get this business, as were several other architects of the state. The State Building Commission very generously permitted the Board of Trustees to select the architect on this project. You were awarded this contract and you were directed to plan a very economical building with a minimum of ornamentation as the University could not pay for an elaborate building, but one with great simplicity might be erected and amortized through a bond issue. When we submitted your plans and specifications to the Federal agency requesting a loan with which to construct this building, this application was denied because the plans were not as simple and as economical as the government thought necessary. As a result of this decision, you and Mr. Rieman visited the federal office in Chicago and you were called upon to redesign the building, eliminating all unnecessary ornamentation and simplifying the structure considerably. For your original plans the University paid you \$35,556.00. After your visit to the Federal agency in Chicago you met with the officials of the University and agreed that you would redesign the building, and the University would pay you for the first 2,000 hours for the work on this at the rate of \$7.50 per hour, and for the part of the next 2,000 hours that would be necessary to complete this job at the rate of \$3.75 per hour. At the time it was our feeling that this was rather an exorbitant charge but we accepted with some reluctance your proposal. It was approved also by the Building Commission.

You promised to move expeditiously on this project that we might take bids to start construction at the earliest possible date. You are far behind the schedule you promised and it is our feeling that you have not expedited the project as rapidly as you led us to believe you would. In December, when you met with the Board of Trustees to make a progress report, you indicated that the work was 75% completed at that time. That has been more than two months ago.

Any modification of a contract must be done according to law and not according to the personal wishes of members of boards and administrative officers. The people's interest must be protected and any change or alteration in a contract certainly would have to have the benefit of the opinion of the Attorney General and, in some cases, a court order if the Attorney General was not satisfied with the legality of the amendment. In writing you this letter I am carrying out the express opinion of the members of the Executive Committee who indicated that they expected you to complete this job expeditiously, and that this body will meet to accept your plans whenever you have them ready to submit.

We know that this building will take at least two years to construct and unless we can let the contract before June this delay might result in our having a building ready for occupancy in 1955 after school had already opened and boys had secured rooms in private homes and elsewhere. This kind of delay would cost the University many thousands of dollars and would seriously embarrass the institution in meeting bond obligations.

Please let us hear from you at once regarding your intent with respect to this project.

Respectfully yours,

(Signed) H. L. Donovan
President.

S. Report on Fraternity Houses.

Mr. Ernst Johnson, representing the firm of Brock and Johnson, appeared before the Executive Committee with a rendering of the proposed small dormitories (fraternity houses), and stated that the plans and specifications were about complete. He submitted floor plan and sketch of the proposed building, answered questions, and advised that the plans and specifications would be ready to be offered to the public for bid by March 2.

Members of the Committee discussed the rendering submitted and the floor plan presented, and upon motion duly made, seconded and carried, directed that the Division of Finance be requested to advertise for bids, and that same be received and opened on or before April 6, 1953, in order that the bids may be reviewed by the Board of Trustees at its quarterly meeting on April 7.

T. Fiscal Agent for University.

President Donovan stated that it was necessary that the University employ a fiscal agent to advise with the officials regarding the over-all plan to finance the construction of the small dormitories (fraternity houses), to work with maturity schedules, prepare resolutions, descriptions and other documents necessary to authorize and sell the bonds in a legal manner. The Comptroller stated that he had received offers from: (1) Magnus and Company, Cincinnati, Ohio; (2) The Kentucky Company, of Lexington, Ky., and Cincinnati, Ohio, and W. E. Hutton and Company of Cincinnati, Ohio; (3) Pohl and Company, Cincinnati, Ohio; and (4) Security and Bond Company, Lexington; Russell Long and Company, Lexington; W. L. Lyons and Company, Louisville; O'Neal, Alden and Company, Louisville; Stein Bros. and Boyce, Louisville; J. J. B. Hilliard and Son, Louisville; Almstedt Brothers, Louisville; and Bankers Bond Company, Louisville.

The Comptroller reported that Magnus and Company, Cincinnati, was low, with a bid of .398 per bond, and other bids were comparable to the Magnus and Company bid, but higher. He noted that the Louisville-Lexington Syndicate bid was on an incentive basis, that the Syndicate agreed to handle a bond issue of \$100,000 to \$1,400,000, at .75 per bond on bonds bearing an interest rate of $3\frac{1}{2}\%$ or more, and an additional $\frac{1}{4}$ of 1% for each $\frac{1}{4}$ of 1% or fraction thereof, the interest rate is lowered through the efforts of the syndicate.

For each $\frac{1}{4}$ of 1% the interest rate is lower, below $3\frac{1}{2}\%$, would mean a saving of \$2.50 per bond on an estimated \$700,000, and would approximate a saving of more than \$26,000 on the project.

Other combinations were discussed and the question evolved of whether or not the low bid, being the Cincinnati firm, should be accepted, or whether the Louisville-Lexington Syndicate would be in a better position more adequately to meet the University's needs on contemplated financing.

A general discussion ensued, and after due consideration, on motion duly made, seconded and carried, the proposal submitted by the so-called Louisville-Lexington syndicate was deemed to be the lowest and best bid, and the Executive Committee authorized approval and acceptance.

U. Gifts.

From: Anonymous Donor--\$15,276.53.

President Donovan reported receipt by the Kentucky Research Foundation, Inc., of two checks, amounting to \$15,276.53, from a benefactor of the University who wished to remain anonymous. He stated that this sum would be held in trust until a worthy project could be selected which would be of lasting benefit to the University as a whole. He recommended that the gift be accepted.

On motion duly made, seconded and carried, the gift of \$15,276.53 from an anonymous donor was ordered accepted, and President Donovan was requested to express to the donor the appreciation of the Executive Board and the University.

From: Keeneland Foundation--\$ 25,000.

President Donovan presented to the Committee a check for \$ 25,000 which had been presented to the Experiment Station by Keeneland Foundation. He stated that this grant could be used to further development of the Experiment Station's scientific and experimental projects at the Lexington and Princeton Stations, and recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of \$ 25,000 from Keeneland Foundation was ordered accepted and President Donovan was requested to thank the proper officials of the Foundation.

From: Blue Diamond Coal Company,
Knoxville, Tennessee--\$ 1,210.00.

President Donovan reported receipt of check for \$ 1,210.00 from the Blue Diamond Coal Company, given in support of Engineering scholarships sponsored by the Company. He recommended that the check be accepted, and on motion duly made, seconded and carried, the gift of the Blue Diamond Coal Company was ordered accepted, and President Donovan was requested to write a letter of appreciation to the donor.

From: Various Kentucky, Indiana,
Tennessee and Ohio Creameries--
\$ 1,950.00.

President Donovan read a letter from Dean Welch reporting receipt of sums amounting to \$ 1,950.00, given by various creameries in the states of Kentucky, Indiana, Tennessee and Ohio. He stated that this money was intended as support of a technical or research assistant to work on the project, "Factors Affecting the Quality of Creamery Butter Made in Kentucky."

President Donovan recommended acceptance of the gift, and on motion duly made, seconded and carried, the gift of \$ 1,950.00 was ordered accepted, and President Donovan was requested to thank the various creameries for their donations.

From: Swift and Company, Chicago,
Illinois--\$ 4,080.00

President Donovan read a letter from Dean Frank J. Welch, reporting receipt by the Experiment Station of a check for \$ 4,080.00 from Swift and Company, Chicago, to be used in support of the Station's Animal Industry project No. 44, "Factors Contributing to Bloat in Ruminants." He stated that this grant would prove of great benefit to the studies now being made, and recommended its acceptance.

On motion duly made, seconded and carried, the grant of \$ 4,080.00 from Swift and Company was ordered accepted and the President was asked to write a letter to the Company, expressing the appreciation of the Committee and the University.

From: Mrs. William S. Taylor, Lexington,
Ky. --Check for \$ 100. 00.

President Donovan reported receipt of check for \$ 100. 00 by Mrs. William S. Taylor, to be added to the William S. Taylor Memorial Fund. He stated that this fund has now reached a total of \$ 7, 455. 45, the income from which is such as to make a substantial annual award. He recommended that the gift be accepted.

On motion duly made, seconded and carried, the gift of \$ 100. 00 from Mrs. William S. Taylor was ordered accepted, and the President was requested to express to Mrs. Taylor the University's appreciation of this addition to the William S. Taylor Memorial Fund.

From: Mrs. Albert. Russell, Cincinnati,
Ohio--two volumes.

President Donovan read a letter from Doctor Thompson, Director of Libraries, announcing a gift to the Library in the form of the handsome Cresset Press limited edition of Milton's Paradise Lost and Paradise Regained. He said that Doctor Thompson considered this an unusually fine acquisition and one that should be placed in the Library.

President Donovan recommended acceptance of the gift, and on motion duly made, seconded and carried, the gift of two volumes, Milton's Paradise Lost and Paradise Regained, was ordered accepted, and President Donovan was asked to thank Mrs. Russell for her generosity.

From: Mr. and Mrs. Paul G. Blazer--
120 shares of Ashland Oil and
Refining Company Stock.

President Donovan read a letter from Mr. Paul G. Blazer, which enclosed certificates for 120 shares of Ashland Oil and Refining Company stock, having a market value of approximately \$ 2, 085. 00. The President explained that this was a contribution to the Blazer Lecture fund and would be used for that purpose. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of 120 shares of Ashland Oil and Refining Company stock was ordered accepted, and President Donovan was asked to thank Mr. and Mrs. Blazer for their continued generosity to the University.

From: Mr. and Mrs. Louis Ware, Chicago,
Illinois--100 shares of stock.

President Donovan read a letter from Vice President Leo M. Chamberlain reporting receipt of a stock certificate of the International Minerals and Chemical Corporation representing one hundred shares of common stock. He stated that this gift represented a fine addition to the University's scholarship funds and recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of one hundred shares

of stock of the International Minerals and Chemical Corporation was ordered accepted, and President Donovan was requested to thank the donor.

From: Estate of Dr. Frank L. McVey--
2,200 volumes.

President Donovan reported receipt by the University Libraries of 2,200 volumes on economics, political science and art, which had been left to the University by the will of Dr. Frank L. McVey. He said that these volumes would be a valuable addition to the Libraries and recommended acceptance of the grant.

On motion duly made, seconded and carried, the Committee authorized acceptance of the gift, and President Donovan was asked to write a letter to that effect to the executors of Doctor McVey's estate.

V. Scholarship for Foreign Student.

President Donovan submitted a request of the Foreign Student Scholarship Committee for free-fee scholarship for the second semester of the current year for Miss Melahat Ahiskali, and recommended that the request be granted.

Upon motion duly made, seconded and carried, the free-fee scholarship for the second semester was granted to Miss Melahat Ahiskali.

W. Recess for Luncheon.

The members recessed at 12:30 p. m. and went to the Student Union, where they were joined for luncheon by the city manager, Mr. Herbert Fritz, three city commissioners, Mr. Shelby C. Kinkead, Mr. Peter Powell, and Mr. Stanley M. Saunier, the city attorney, Mr. Foster Ockerman, and Dean Frank J. Welch, of the College of Agriculture and Home Economics and Director of the Experiment Station.

At 1:15 the members again took up the agenda.

X. Request of City for Annexation of Experiment Station Farm.

President Donovan stated that, on behalf of the University and the Executive Committee, he was glad to have the city officials meet at the University and discuss mutual problems. He read the following letter which had been received from the Hon. Fred Fugazzi, Mayor of the City of Lexington, requesting consideration of the annexation of the University Experiment Station farm to the city.

OFFICE OF
MAYOR AND COMMISSIONERS
Lexington, Kentucky

November 19, 1952

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

Dear Dr. Donovan:

On behalf of the city administration and myself, I want to express appreciation for the opportunity of discussing with you some of our common problems revolving around University expansion and civic development. Obviously, these two factors are intimately related.

We feel that future development of the community of which the University is such an integral part can be served better through the annexation of the University Experiment Station Farm to the city. Such a move would be in the direction of voluntary incorporation of contiguous areas which actually are a part of Greater Lexington. It would assist greatly in the future planning of major facilities and services, and from the physical standpoint would make possible the annexation of additional areas because of the requirement that areas to be considered for annexation must be contiguous to a portion of the corporate boundary.

In general, police and fire service problems would be reduced greatly by annexation of the Experimental Farm. After all, it is a fact that we would not refuse help to you in this area in any circumstance. At the same time, the status of our fire fighters, policemen and other employees performing services outside the corporate limits is a matter of grave concern from the standpoint of liability and compensation. Also, the decrease of protective services to property within the city when calls outside the corporate limits are handled poses a problem in responsibility to the citizen-taxpayer of the City of Lexington.

There are points of considerable importance to various categories of property owners who may desire annexation to the city, some of which may be of interest to the University. Insurance rate differentials loom large to some property owners. Utility rates and services can be factors of importance. Sanitary sewage, storm water drainage, water line extensions for fire hydrants, street lighting, and street maintenance may be involved.

In general, it appears mutually desirable to consider the annexation of the Experiment Station Farm to the end that community development may proceed in an orderly manner with benefits to both the City and the University.

I would be pleased if you would bring this to the attention of your Board of Trustees at its forthcoming meeting.

You certainly can be assured of the continued interest of the City Commissioners in the growth of the University of Kentucky and in the joint approach to our common problems.

With sincerest personal regards, I remain

Respectfully yours,

(Signed)

Fred Fugazzi
Mayor of Lexington.

A general discussion ensued. Dean Frank J. Welch asked various questions concerning the effect of annexation upon the operations of the Experiment Station farm, and after a thorough and lengthy discussion, upon motion duly made, seconded and carried, the following resolution was passed and ordered spread upon the minutes.

CONSENT TO ANNEXATION

WHEREAS, the City of Lexington has expressed an interest in the University of Kentucky annexing its property in Fayette County, not now within the city limits, to the City of Lexington; and

WHEREAS, the annexation of this property is deemed to the mutual advantage of the University of Kentucky and the City of Lexington in that, among other things, it will provide for the orderly development of the City of Lexington, and particularly will make possible voluntary annexation of property not now contiguous to the City of Lexington; and

WHEREAS, the University of Kentucky has been advised by the Attorney General of the Commonwealth of Kentucky that by virtue of annexation of this property to the City of Lexington the zoning ordinances or penal ordinances of the City of Lexington will impose no restrictions upon the present use or uses to which this property is being put, or impose no restrictions upon future uses of this property in so far as they relate to the educational, research and experimental functions of the University of Kentucky; and

WHEREAS, the City of Lexington, through its proper officials, has represented to the University of Kentucky that the zoning and penal ordinances of the city will not impose any additional restriction upon the present or future use of the University's property

NOW, THEREFORE, in consideration of the premises the University of Kentucky does hereby consent that its property herein described may be annexed to the City of Lexington.

All of the property of the University of Kentucky known as the Experiment Station Farm, lying on the southeast side of the original campus, which is not now included in the city limits of Lexington, and which is more particularly described in the original deeds of conveyance to the University of Kentucky as follows, to wit:

By deed dated October 25, 1887, by L. Herr and Wife.

Area not stated but about 48.5 acres on the east side of the Nicholasville Pike.

Beginning at the center of said turnpike 1 pole from the corner of the toll gate lot and about 1 1/4 miles from the court house thence S. 63 E 146.32 poles to the corner of Kinhead; thence N. 29-3/4 E. 47.28 poles to the corner of Kinhead; thence N 60-3/4 W. 161.52 poles to the center of said turnpike; thence with said turnpike S. 13 W. 55 poles to the beginning. Deed book 79, page 108.

By deed dated September 14, 1898, from the Clifton Heights Land Company of Lexington, Kentucky.

All that tract or parcel of land lying and being in the County of Fayette and State of Kentucky, near the City of Lexington, on the Nicholasville Turnpike road and Rose Street road and bounded as follows To-Wit:-

Beginning at (1) in the middle of Rose Street, Dr. McMillions corner, thence S. 44 1/2 W. 77 2/10 poles with said street to (2) a stake 7 links from corner at the side of said turnpike road, thence S. 62 E. 110 poles (3) a stake in Alford's line, thence N. 27 45 East with said line to (4) a stake, thence N. 45 W. 93 4/10 poles to the beginning. Also the following tract of land adjoining the above, beginning at a stake corner to lot No. 4 on Rose Street, thence S. 45 1/4 E. 88 1/2 poles to a stake in Alford's line, corner to Lot No. 4, thence S. 28 1/2 W. 8 poles to a corner to Alford's, thence N. 45 1/2 W. 90 poles to Rose Street, thence N. 44 1/2 E. 7 71/100 poles to the beginning. Also all that other tract of land adjoining the above tracts and bounded as follows:-

Beginning at a stake on Rose Street, corner to lot No. 3, thence S. 45 1/4 E. 87 poles to a stake in Alford's line, corner to lot No. 3, thence S. 28 1/2 W. 8 2/10 poles to a stake in Alford's line, thence N. 45 1/4 W. 88 1/2 poles to a stake in Rose Street, thence N. 44 1/2 E. 7 88/100 poles to the beginning.

All the above containing 45 acres more or less and being the same conveyed to LeRoy M. Land, on the 27th of February 1884, by deed of John L. Smith and wife, recorded in Fayette County Court Clerk's Office, in deed book No. 69, page 339, and reference is made to same for more full and accurate description of said tracts of land.

Also three other lots or tracts of land adjoining the above lands and described and bounded as follows, To-Wit:- Lot No. 1 begins at R. N. Alexander's corner on Rose Street, thence S. 46 1/2 E. 81 poles to Mahone's corner, thence with Mahone's line S. 28 1/2 W. 10 72/100 poles to corner to lot No. 2; thence N. 45 1/2 W. 83 2/10 poles to Rose Street, thence N. 44 1/2 E. 8 6/10 poles to beginning. Also lot No. 3 begins at a stake on Rose Street, corner to lot No. 2, thence S. 45 1/4 E. 85 poles to a stake in Mahone's line, corner to lot No. 2, thence

S. 28 1/2 W. 9 4/10 poles to a stake corner to No. 4; thence N. 45 1/2 W. 87 Poles to a stake in Rose Street thence with Rose Street N. 44 1/2 E. 9 poles to the beginning. And lot No. 2 begins at the corner of lot No. 1 on Rose Street, thence S. 45 1/4 E. 83 2/10 poles to a stake in Mahone's line, corner to lot No. 1, thence S. 28 1/2 W. 9 6/10 poles to a stake, corner to lot No. 3, thence N. 45 1/4 W. 85 poles to a stake in Rose Street, corner to No. 3 thence with Rose Street N. 44 1/2 E. 9 2/10 poles to the beginning. Said three lots adjoin each other and each lot contains 4 82/100 acres more or less, and they are the same conveyed to said Leroy M. Land on 23rd of January 1883 by deed of J. W. Berkley and Wife, recorded in Fayette County Court Clerk's office, in Deed Book No. 66, page 251, and reference is here made to same for more full and definite description of said lots, and all the above described land was sold and conveyed by said Leroy M. Land to the Clifton Heights Land Co. by deed on April 4th, 1890 recorded in the Fayette County Clerks office in Deed Book 88, page 98.

Also a certain tract of land located in Fayette County, Kentucky, near the City of Lexington, and described as follows:- Beginning at a stone corner to Cary F. Alford and Clifton Heights Land Company, running thence with said Alford's line S. 45°08' E. 305 feet to a point in the east side of Woodland Avenue extended, thence with side of said Avenue S. 45°29' W. 1021.1 feet to a point corner to Clifton Heights Land Company thence with their line N. 28°51' E. 1062.2 feet to the beginning, containing three and fifty seven hundredths (3 57/100 -) acres, sold and conveyed by Cary F. Alford to The Clifton Heights Land Co, on March 16th 1892, by deed recorded in the Fayette County Clerks Office in Deed Book 95 page 316.

By deed dated December 22, 1900, from D. F. Frazee, as Assignee of C. F. Alford.

..... the following described tract of land, situate in Fayette County, Kentucky, near the limits of the City of Lexington, and bounded as follows, to-wit:

Beginning at a stake, corner to D. F. Frazee and others and in the east line of Woodland Avenue; thence with the east line of Woodland Avenue and the property of the State College (formerly L. M. Land) S. 46° 52' W. one thousand six hundred and forty-six (1646) feet to a stake, corner to said State College Property; thence with same and Shelby Kinkead S. 30° 15' W. eight hundred and forty nine (849) feet to a post, corner to said Kinkead; thence with said Kinkead S. 58°38' E. one thousand and sixty-six (1066) feet to a stone, corner to Kinkead and Mrs. Berry; thence with the line of Mrs. Berry S. 57°45' E. eight hundred and fifty-two and one-half (852 1/2) feet to a post, corner to Mrs. Berry thence with the line of Mrs. Berry and Mrs. John Clark N. 30°32' E. two thousand and thirty-six (2036) feet to a stone near a wild cherry tree, corner to Mrs. John Clark and the Fidelity Trust and Safety Vault Company of Louisville, Kentucky; thence with said Trust Company N 60°58' W. nine hundred and fifty-seven (957) feet to a point in the west side of the old lane leading to the C. F. Alford land, corner to D. F. Frazee and others and twenty feet from the line of the said Fidelity Trust and Safety Vault Company; thence with the line of said Frazee and others, being the westerly line of said old

lane, N. 32 35' E. three hundred and ten (310) feet to a stone, corner to said Frazee and others; thence with the line of said Frazee and others five hundred and thirty-three (533) feet to the beginning, containing eighty-eight and 73/100 (88.73) acres; being the land conveyed by A. G. Karsner to C. F. Alford by deed dated April 26, 1881, recorded in Fayette County Clerk's Office in Deed Book 65, page 205, less certain portions of same which were conveyed by C. F. Alford to the Clifton Heights Land Co. and O. P. Alford, respectively, and less the twenty foot road way mentioned in said deed.

By deed dated January 3, 1901, from Shelby Kinkead and wife, Alice C. Kinkead.

..... all of the following described real estate, lying in Fayette County, Kentucky, and bounded and described as follows:

BEGINNING at a point corner to Shelby Kinkead and to the property lately bought by the Agricultural and Mechanical College of Kentucky from C. F. Alford's Assignee, and corner to the land which has this day been conveyed by the Agricultural and Mechanical College of Kentucky to Shelby Kinkead, as Trustee; thence S. 58, 20E., six hundred and twenty four and 28/100 (624.28) feet with the line of the Agricultural and Mechanical College of Kentucky, to a point corner to said College and Mrs. E. E. Berry; thence along the line of Mrs. E. E. Berry, S. 31 30W., three hundred and thirty-nine and 3/10 (339.3) feet to a point corner to said Berry and the Agricultural and Mechanical College of Ky; thence along the line of said College, N. 58 30 W., six hundred and twenty-four and 28/100 (624.28) feet to a point, corner to said College, and Shelby Kinkead, Trustee; thence N. 31 30E., three hundred and forty-one and 2/10 (341.2) feet to the BEGINNING: Containing four acres, one hundred and forty square rods, and fifty six square feet, more or less; and being a part of the property conveyed to Shelby Kinkead in trust for Alice C. Kinkead by Amelia A. Brower, October 16th, 1886, and recorded in Deed Book 76, page 156; and being a part of the property conveyed to C. F. Brower by Burton Hearn, March 1st, 1864, Deed Book 39, page 336.

By deed dated May 1, 1907, from Alice C. Kinkead and Shelby Kinkead, her husband and trustee for Alice C. Kinkead.

..... all of the following-described tract or parcel of land lying and being in Fayette County, Kentucky, on the east side of the Lexington and Nicholasville turnpike road, containing forty (40) acres, more or less, and bounded as follows:

Beginning in the eastern edge of the Lexington and Nicholasville turnpike road at its intersection with Rose street, running thence S. 58 E. 2269.5 feet with the line of property now owned by second party to a point corner to same; thence with same S. 32 W. 821.5 feet to another point corner to same; thence with same N. 58 W. 2029.5 feet to a point in the easterly edge of the Lexington and Nicholasville turnpike road; running thence with the easterly edge of said turnpike N. 16 E. 851.5 feet to the point of beginning; said land having been conveyed to said Shelby Kinkead, trustee, by two conveyances as follows: by Amelia A. Brower by deed dated October 16, 1886, recorded in Fayette

County Clerk's Office in Deed Book 76, page 156, and also tract conveyed to same by second party herein by deed dated January 3, 1901, now recorded in said Clerk's Office in Deed Book 120, page 528.

By deed dated March 29, 1924, from Katherine R. Pettit.

..... all that tract of land situated in Fayette County, Kentucky, about one mile from the City limits of the City of Lexington between the Nicholasville Pike and the Tates Creek Pike and bounded and described as follows:

Beginning at a stone in N. P. Berry's (now J. F. Cook's) line made a corner to Miss Minnie Pettit (now S. H. Lewis and Lillian P. Lewis) and Miss Katherine R. Pettit, thence with Miss Minnie Pettit's (now Lewis) line N 4 E 2760 feet to a stone corner to Lot #3, (the property of Martha Pettit VanMeter and Joseph C. VanMeter), thence with Lot #3 N 63 W 2545 feet to a stone corner to the property formerly owned by William Anglin, thence with said property formerly owned by Anglin S 8 1/4 W 2415 feet to a stone at the gate leading to the Nicholasville Pike corner to said property formerly owned by Anglin, N. P. Berry (now J. F. Cook), and Pettit, thence with Berry's (now Cook's) lines S 81 E 1936 feet to a stone, thence S 12 W 930 feet to a stone, thence S 66 E 776 feet to the beginning, containing 130 acres, be the same more or less, and including the 95 acre tract formerly part of S. Higgins Lewis' place, and including a right of passway through N. P. Berry (now J. F. Cook's) land along the line of the property formerly owned by Anglin from the gate at said Anglin, Berry (now Cook) and Pettit corner, to the Nicholasville Pike as shown in the division of S. H. Lewis' land in Division and Partition Book 1 page 217, in the office of the Clerk of Fayette County Court, and being the same property conveyed to the party of the first part by George C. Webb, master Commissioner of the Fayette Circuit Court by deed dated March 18, 1901, and recorded in the office of the Clerk of Fayette County Court in Deed Book 122 page 352.

By deed dated June 30, 1926, from C. B. Patterson and Hattie W. Patterson, his wife.

..... all that tract or parcel of land situated about three-eighths miles from the City of Lexington on the east side of the Lexington and Nicholasville Turnpike Road and bounded as follows, to-wit:

Beginning at a point in the fence line of the University of Kentucky's Experiment Station Farm, formerly the L. Herr tract described in Deed Book 79, Page 108, in the Office of the Clerk of Fayette County Court, 44.5 feet from the center of the Lexington and Nicholasville Turnpike Road; thence S 60 E 2915.5 feet with the line of the University of Kentucky's said Experiment Station Farm to a point, corner to the property of Martha Pettit Van Meter and Joseph C. Van Meter; thence with the property of said Martha Pettit Van Meter and Joseph C. Van Meter S 13 28 W 1638.5 feet to a point in the line of the property of said University of Kentucky, formerly Katherine R. Pettit; thence with the line of the said property of the University of Kentucky N 62 12 W 2109.2 feet to a point in the line of

the property of W. S. Anderson; thence with the line of said Anderson's property N 21 30 E 338.5 feet, to a corner to said Anderson; thence still with the line of the property of said Anderson N 61 30 W 891 feet to a corner post, 44.5 feet from the center line of the Lexington and Nicholasville Turnpike Road, corner to W. S. Anderson; thence parallel to and 44.5 feet from the center line of said Lexington and Nicholasville Turnpike Road N 14 38 E 1357 feet to the point of beginning, and containing 102.32 acres of land, more or less, said property being made up of three tracts, to-wit: A part of the same property conveyed by J. R. Morton, Master Commissioner of the Fayette Court of Common Pleas, to Joseph Patterson by deed dated the 3rd day of April, 1878, by deed recorded in the Office of the Clerk of Fayette County Court in Deed Book 58, page 124, and which was devised by the said Joseph Patterson to his son, the said C. B. Patterson of the first part, by his will recorded in the Office of the Clerk of Scott County Court in Will Book S, page 305, and a tract of land conveyed to the said C. B. Patterson of the first part, by J. R. Morton, Master Commissioner of the Fayette Court of Common Pleas, by deed dated the 19th day of September, 1879, and recorded in the Office of the Clerk of Fayette County Court in Deed Book 60, Page 50, and a tract conveyed to the said C. B. Patterson of the first part by Central Kentucky Land Company by deed dated the 26th day of February, 1912, and recorded in the Office of the Clerk of Fayette County Court in Deed Book 165, Page 587.

By deed dated January 29, 1930, from Joseph C. Van Meter and Martha Pettit Van Meter.

..... all that tract or parcel of land, situated in Fayette County, Kentucky, about one mile from the City Limits of the City of Lexington, Kentucky, on the west side of the Tates Creek Road, and bounded and described as follows, to-wit:

Beginning at a stone in the line of the Security Trust Company, corner to the Kentucky Experiment Station property (formerly the Patterson farm); thence S 13 13 W 1639½ feet to a stake, corner to the Experiment Station farm and S. Higgins Lewis property; thence S 61 59 E 380 feet to a stone, corner to the Kentucky Experiment Station farm; thence S 4 21 W 1069 feet to a stone, corner to the Kentucky Experiment Station farm and S. Higgins Lewis property; thence S 80 3 E 1556 feet to a stake in the line of the S. Higgins Lewis property, corner to the parties of the first part herein; thence on a new line N 2 32 E a total of 1463 feet to a stake in the line of Jennie W. Van Hooser; thence N 72 28 W 347 feet to a stone, corner to the Jennie W. Van Hooser property; thence N 4 32 E 386 feet to a post, corner to the Edna G. Hamilton property; thence N 9 28 W 608 feet to a stone in a line of Edna G. Hamilton, corner to the Security Trust Company property; thence N 62 38 W 1212 feet to the place of beginning, containing ninety (90) acres, being a part of the same property conveyed to the said parties of the first part by George C. Webb, Master Commissioner, by deed dated the 18th day of March 1901, and recorded in the office of the Clerk of Fayette County Court in Deed Book 123, page 51;

.....

By deed dated June 25, 1930 by C. N. Manning and Wife, J. D. Van Hooser and Wife, and E. S. Dabney and Wife.

21.43 acres of tract formerly owned by Berry adjoining the Experiment Farm and Montclair Subdivision.

Beginning at an iron post in Montclair Subdivision line (formerly Berry) corner of the Experiment Station farm; thence with the line of the Experiment Station farm N 56-13 W 853' to another corner of the Experiment Station farm; thence with the Experiment Station line S 32-20 W 1130.5' to another corner of the Experiment Station farm; thence with line of the Experiment Station farm S 61-30 E 553' to a stone; thence with Experiment Station property S 62-15 E 311' to a stake being a new corner with Montclair Sub-division; thence with Montclair Subdivision line N. 31-58 E 1045' to the beginning. Deed book 263, page 511.

Y. Widening of Harrison Avenue.

President Donovan read a letter from Mr. Herbert D. Fritz, City Manager.

CITY OF LEXINGTON
Office of City Manager

February 9, 1953

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

My dear Dr. Donovan:

As you know, Mayor Fred Fugazzi and the Board of Commissioners have expressed great desire to carry forward the improvement of Harrison Avenue between Maxwell Street and Euclid Avenue. It is our thinking that the conditions involving the narrow pavement width and sub-standard alignment should be corrected before any resurfacing is attempted on this section of Harrison Avenue.

In order to improve the alignment and to widen the pavement to a desirable width of 36 feet, it will be necessary to secure additional width of right-of-way from the University on the west side of Harrison Avenue. This also involves the major problem of cutting into one of the older residence buildings located at the north end of the "jog".

The office of the City Engineer is preparing specifications and plans for this improvement, which we would be glad to discuss with you at your early convenience. I have mentioned this to Mr. Peterson who is familiar with some of the details.

Because we would like to be sure that this improvement will be accomplished during the forthcoming construction season, we are hoping that we can get together on this matter soon.

Very sincerely yours,

(Signed)

Herbert D. Fritz, City
Manager

It was explained that the city had requested a strip of land on the west side of Harrison Avenue running from the intersection of Euclid and Harrison Avenues to the northeast corner of the University property on Harrison Avenue. City

Manager Fritz further explained that the widening of the street would not require ten feet width all the way along Harrison Avenue but that the proposed widening would cut into one or two of the University's buildings now fronting on Harrison Avenue.

Members of the Committee objected to any disfiguration of University property, and upon motion duly made, seconded and carried, the Comptroller was authorized to request permission of the State Property and Building Commission to deed to the city of Lexington a strip of land varying in width from seven to ten feet along Harrison Avenue, with the expressed and explicit understanding that the property now facing on Harrison Avenue was not to be altered or interfered with as long as the existing structures remain on their present sites.

It was agreed and so directed that the University would be willing to set back any future buildings which might be erected on present sites of buildings now involved, so as to permit a wider curve at this location on Harrison Avenue, provided same meets with the approval of the State Property and Building Commission.

Z. Injury to Sophie Robinson.

Mr. Peterson reported an injury to Sophie Robinson, a maid in Jewell Hall. He stated that the injury occurred on December 20, 1952, while Miss Robinson was cleaning a room on the fourth floor of Jewell Hall. Her arm came in contact with an electric lamp cord. The metal plate of the receptacle apparently caused a shortage and her arm was burned, extending from the middle of the upper part of the arm to the wrist. She was taken to Dr. Bush Hunter for treatment, and Dr. Hunter has submitted invoice of \$ 12.00 for services rendered.

Mr. Peterson recommended that the account be paid, and upon motion duly made, seconded and carried, the invoice of Dr. Bush Hunter in the amount of \$ 12.00 was ordered paid, with the expressed understanding that the University does not admit negligence and does not establish a precedent in payment of the account.

A-1. Appointments and Other Staff Changes.

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

COLLEGE OF ARTS AND SCIENCES

Appointments

Anne L. Brown, Assistant Professor and Head of the Department of Nursing, effective February 1, 1953.

Paul W. Winkler, Visiting Instructor in Library, effective July 1, 1953, for two months.

Roscoe M. Pierson, Part-time Instructor, Department of Library Science, for two months, effective July 1, 1953.

Carolyn I. Whitenack, Instructor, Department of Library Science, effective July 1, 1953, for two months.

Maurice Davis, Part-time Instructor in Hebrew, Department of Ancient Languages, effective January 1, 1953.

Richard A. Chapman, Part-time Assistant Professor, Department of Botany, effective February 1, 1953.

John F. Mueller, Part-time Instructor, Department of Hygiene, effective February 9, 1953.

Mrs. Robert Bullock, Secretary, Department of Library Science, effective February 1, 1953.

Frances Tiernan, Assistant Director of the seminar in Intergroup Relations, Department of Sociology, for a period of two months, effective July 1, 1953.

John Paul Runden, Instructor, Department of English, reappointed for five months, effective February 1, 1953.

Jack W. Marken, Instructor, Department of English, reappointed for five months, effective February 1, 1953.

William Bristow Jones, Visiting Lecturer, Department of English reappointed for five months, effective February 1, 1953.

Kob Ryen, reappointed Part-time Instructor, Department of Physical Education, effective February 1, 1953.

Roberta Keith Spicer, Clerk-Stenographer, Department of Music, effective January 31, 1953.

Gayle Warner, Part-time Instructor, Department of Chemistry, effective February 1, 1953.

Leave of Absence

Azile Wofford granted a leave of absence for July and August and the Fall Semester, 1953, in order that she may teach in North Carolina. She is an Associate Professor of Library Science.

Resignations

William Frankel, Part-time Instructor, Department of Ancient Languages, effective December 31, 1952.

Mary M. Bobbitt, Secretary, Department of Bacteriology, effective January 12, 1953.

Marie P. Wallace, Clerk-Stenographer, Department of Music, effective January 17, 1953.

Betty Sue Cloar, Secretary, Department of Library Science, effective January 27, 1953.

Dorothy Deaner, Departmental Secretary, Department of Anthropology, effective January 31, 1953.

COLLEGE OF AGRICULTURE AND HOME ECONOMICS

Appointments

John Whalen, Jr., Routeman on Milk Truck, Department of Animal Industry, effective February 2, 1953.

Arthur D. Rankin, Jr., Tractor Operator, Department of Farm Maintenance, effective February 2, 1953.

Orie C. Mullen, Assistant Agronomist, effective February 4, 1953.

Mrs. Jennie T. Kazee, Clerk-Stenographer, Department of Feed and Fertilizer, effective January 19, 1953.

Mrs. Jane D. Copland, Clerk-Stenographer, Department of Feed and Fertilizer, effective January 20, 1953.

Genevieve Hutchinson, Stenographer, Department of Agricultural Economics, effective February 1, 1953.

Stanley B. Moore, Assistant County Agent, Calloway County, effective February 9, 1953.

Thomas E. Humphrey, Assistant County Agent, Warren County, effective February 2, 1953.

Harold David Collins, Assistant County Agent, Mason County, effective February 2, 1953.

Charles H. Witten, Assistant County Agent, Ohio County, effective February 2, 1953.

Lebus R. Kidwell, Assistant County Agent, Marion County, effective February 9, 1953.

Betty Jean Sparks, Clerk, Laurel County, effective December 15, 1952.

Eloise E. James, reappointed Home Demonstration Agent, Mercer County, effective January 2, 1953.

Dorothy A. Arnold, Assistant Home Demonstration Agent, Fayette County, effective January 2, 1953.

Kob Ryen, reappointed Temporary Instructor in Animal Husbandry, effective February 1, 1953 through May 31, 1953.

Granville W. Stokes, Assistant Plant Pathologist, Department of Agronomy, effective February 1, 1953.

Ruth Turner, Clerk, Extension Department, effective January 5, 1953.

Janette Coe, Clerk, Monroe County, effective January 2, 1953.

Marie Stahl, reappointed Clerk-Stenographer, Department of Agronomy, effective November 1, 1952.

Beryl C. Sparks, Stenographer-Clerk, Public Information and Educational Aids, effective January 5, 1953.

Charles M. Thompson, Assistant Professor of Animal Nutrition, effective February 1, 1953.

Salary Adjustments

Louis J. Boyd, Field Agent in Dairying, adjustment in salary, effective January 1, 1953.

George D. Corder, Field Agent in Agronomy, adjustment in salary, effective January 1, 1953.

J. Edward Klinker, Associate Horticulturist, adjustment in salary, effective January 1, 1953.

Harold J. Barber, Head Herdsman, Department of Animal Husbandry, adjustment in salary, effective January 1, 1953.

Joseph Z. Debski, Assistant Field Agent in Poultry Improvement, adjustment in salary, effective January 1, 1953.

Ross G. Brown, Veterinarian and Associate Professor, Department of Animal Pathology, adjustment in salary, effective January 1, 1953.

Patch G. Woolfolk, Assistant Professor in Animal Husbandry, adjustment in salary, effective January 1, 1953.

Robert A. Long, Assistant Professor in Animal Husbandry, adjustment in salary, effective January 1, 1953.

William A. Seay, Associate Agronomist, adjustment in salary, effective January 1, 1953.

James L. Hamilton, Assistant Agronomist, adjustment in salary, effective January 1, 1953.

Ernest N. Fergus, Agronomist in Charge of Pasture and Forage Crop Investigations, adjustment in salary, effective January 1, 1953.

William G. Survant, Associate Professor of Soils, Department of Agronomy, effective January 1, 1953.

Roy E. Sigafus, Assistant Professor, Department of Agronomy, adjustment in salary, effective January 1, 1953.

H. Grady Sellards, Field Agent in Animal Husbandry, adjustment in salary, effective January 1, 1953.

Richard C. Miller, Sheep Extension Specialist, Department of Animal Husbandry, adjustment in salary, effective January 1, 1953.

Ira E. Massie, Assistant County Agent, transferred to Field Agent in Agronomy, with adjustment in salary, effective January 1, 1953.

Forrest G. Houston, promoted to Associate Chemist, with adjustment in salary, Department of Agronomy, effective February 1, 1953.

Betty Jean Ham, Clerk-Typist, Department of Feed and Fertilizer, adjustment in salary, effective February 1, 1953.

Elsie May Barker, Clerk-Typist, Department of Feed and Fertilizer, adjustment in salary, effective February 1, 1953.

James F. Thompson, Assistant in Farm Management, adjustment in salary, effective February 1, 1953.

James E. Criswell, Assistant in Farm Economics, adjustment in salary, effective February 1, 1953.

Ernest D. Gooch, Jr., Assistant Economist in Agricultural Marketing, adjustment in salary, effective February 1, 1953.

Mose W. Dunning, Jr., Field Agent in Cream Grading, adjustment in salary, effective March 1, 1953.

Ruby Jean Wiglesworth, Clerk-Machine Operator, Administration-Services, adjustment in salary, effective March 1, 1953.

Change of Work

Oleva L. Ginocchio, Administrative Assistant, with adjustment in salary, effective January 1, 1953.

Leaves of Absence

C. V. Bryan, County Agent, Taylor County, granted sabbatic leave, for the period beginning February 26, 1953, and ending May 15, 1953, so that he may study at six state universities in the South and West.

Kermit Mills, County Agent, continuation of leave, April 1 through June 30, 1953, to do post graduate work at Iowa State College.

Resignations

Beryl T. McClain, Assistant in Animal Husbandry, effective January 10, 1953.

Martha B. Owens, Home Demonstration Agent, Mercer County, effective December 31, 1952.

Peggy Ann Mutran, Secretary, Department of Public Information and Educational Aids, effective December 22, 1952.

Ann B. Hagan, Clerk, Agricultural Extension, Monroe County, effective December 31, 1952.

Sophia C. Campbell, Secretary, Department of Agricultural Economics, effective December 31, 1952.

Robert M. Thaxton, Assistant Agronomist, effective January 31, 1953.

Glenn L. Johnson, Economist in Farm Economics and Professor of Farm Economics, effective December 31, 1952.

Walter E. Thomas, Assistant Professor of Animal Husbandry, effective February 28, 1953.

Kenneth E. Flowers, Assistant Agronomist, effective February 18, 1953.

Jo-Nell A. Goff, Home Demonstration Agent, Hancock County, effective January 31, 1953.

James G. Dye, County Agent, Bedford, Ky., effective January 31, 1953.

Termination

Nettie Croghan, Mail Clerk, effective December 31, 1952.

Resignations

Dallas R. Siler, County Agent, Greenup, Kentucky, effective February 7, 1953.

William R. Hourigan, Assistant County Agent, Lebanon, Ky., effective January 31, 1953.

James H. Muntz, Assistant Agronomist, effective February 9, 1953.

Floyd J. Garrett, Route Man on Milk Truck, Department of Animal Industry, effective January 31, 1953.

Ward W. Bauder, Rural Sociologist, Professor of Rural Sociology, effective January 31, 1953.

Ruth Hilliard, Clerk-stenographer, 4-H Department, effective January 27, 1953.

Jean Doris Rice, Clerk-Stenographer, Department of Feed and Fertilizer, effective January 27, 1953.

Keith R. Vice, Assistant Economist in Farm Economics, effective February 6, 1953.

Mary Ruth Humphries, Clerk-Stenographer, Administration-Services, effective December 31, 1952.

Marie A. Clarke, Clerk-Stenographer, Department of Feed and Fertilizer, effective January 24, 1953.

Marylou B. Donovan, Stenographer, Department of Agricultural Economics, effective January 31, 1953.

COLLEGE OF ENGINEERING

Leave of Absence

James L. Leggett, Jr., extension of leave of absence to April 1, 1953, in order that he may complete doctoral work at Purdue University.

Resignation

Clifton O. Mock, Associate Professor of Engineering Drawing, effective February 28, 1953.

Death

Ray Smith Johnson, Laboratory Maintenance Supervisor, February 4, 1953.

COLLEGE OF LAW

Appointment

Scott Reed, Part-time Associate Professor of Law, for four months, effective February 1, 1953. Mr. Reed will teach part of Professor Oberst's classes while he is on part-time leave of absence.

COLLEGE OF EDUCATION

Appointments

The following persons employed to serve as supervising teachers in off-campus student teaching program during first semester of school year 1952-53: Sue Adams, Evelyn Cundiff, H. L. Davis, Nell D. Gardner, Henry Grehan, George Guess, Luther Jones, Nancy McClure, Sue Monson, Mattie Ott, Wilson Tucker, Eugene Sutherland.

Salary Adjustment

Nadine Clem, Secretary, Department of Instruction and Placement, adjustment in salary, effective January 1, 1953.

Transfer

Katherine Kemper, former Secretary in the Department of Instruction and Placement, adjustment in salary and transfer to Secretary of the University Placement Service, effective January 1, 1953.

COLLEGE OF COMMERCE

Appointments

F. E. Wolfe, Visiting Professor of Economics, effective February 1, 1953. Dr. Wolfe is replacing Professor Haynes who is on leave.

Christine Ruggles, Assistant Secretary, Bureau of Business Research, effective January 12, 1953.

Salary Adjustment

Merle S. Smith, Secretary, Bureau of Business Research, adjustment in salary, effective February 1, 1953.

Leave of Absence

Warren W. Haynes, Associate Professor of Economics, granted leave, effective February 1, 1953, to September, 1953, in order that he may teach at the University of California.

Leave of Absence

Eldred C. Speck, Assistant Professor, on leave until September, 1953, effective February 1, 1953.

UNIVERSITY EXTENSION

Appointments

Robert M. Rankin, Part-time Instructor in Journalism, for the second semester effective February 7, 1953.

Robert Edward Ruberg, Part-time Instructor in Political Science, for five months, effective February 1, 1953.

Alice L. Isphording, Part-time Instructor in Library Science, effective February 1, 1953, for five months.

Betty Lee Schmitz, Part-time Instructor in Commerce, for five months, effective February 1, 1953.

Otwell C. Rankin, Part-time Instructor in Commerce, for five months, effective February 1, 1953.

Charles R. Minton, reappointed Instructor in Commerce at Fort Knox and Lexington Signal Depot, until the courses are completed, effective January 26, 1953.

Jennie Murphy, Secretary, effective February 1, 1953.

Extension Class Teaching and On-Campus Classes

The following persons employed in Extension Class Teaching and On-Campus Classes: David K. Blythe, Herbert N. Drennon, Andrew J. Eckles, III, Fred E. Harris, Wilbur Heinz, Laura K. Martin, Leslie L. Martin, Joe L. Massie, William M. Moore, Vernon Musselman, Albert L. Pelmoter, Kenneth W. Wood.

Resignations

Wilma Doris McClure, Secretary, effective January 16, 1953.

Evelyn R. Meland, Secretary, effective December 31, 1952.

Carolyn Cofield, Part-time Instructor in Home Economics, effective February 1, 1953.

PRESIDENT'S OFFICE

Appointment

Maxine Ann Paxson, Assistant Secretary, effective February 16, 1953.

Resignations

Mattie L. Menchero, Secretary part-time, effective December 31, 1952.

Elizabeth B. Semonin, Assistant Secretary, effective February 10, 1953.

DEAN OF STUDENTS

Appointment

Catherine Hogarty Caskey, Housemother, Alpha Tau Omega, effective February 1, 1953.

Resignations

Violet Banks Robinson, Secretary, effective January 31, 1953.

Anna Pauline Goose, Housemother, Alpha Tau Omega, effective January 31, 1953.

OFFICE OF THE DEAN OF WOMEN

Appointment

Winnifred C. Wright, Housemother, Hamilton House, for five months, effective February 1, 1953.

Resignation

Nell W. Hammond, Housemother, Hamilton House, effective January 31, 1953.

REGISTRAR'S OFFICE

Appointment

Mary Ann Tanner, Clerk, effective February 26, 1953.

Resignation

Ellen R. Basham, Clerk, effective February 26, 1953.

UNIVERSITY LIBRARIES

Appointments

Jewell McBee Rau, Pharmacy Librarian, effective January 5, 1953.

Helen P. Lombardo, Assistant in the Circulation Department, effective December 15, 1952.

Resignations

Jewell McBee Rau, Cataloger, effective October 31, 1952.

Martha Joan McCoy, Pharmacy Librarian, effective December 23, 1952.

Salary Adjustment

Mrs. Lillian G. Ball, Assistant Serials Librarian, adjustment in salary, effective February 1, 1953.

Leave of Absence

Mrs. Rosl Hammer, Bibliographical Assistant, leave for an indefinite period, due to illness, effective January 15, 1953.

UNIVERSITY PERSONNEL OFFICE

Appointments

Mary Ruth Statham, Clerk, effective January 6, 1953.

Gracie Lee Roe, Clerk, effective December 22, 1952

Resignation

Betty Jane Prather, Clerk, effective December 13, 1952.

COMPTROLLER'S OFFICE

Resignation

Jane Wyatt, Payroll Clerk, effective January 1, 1953.

BUSINESS MANAGEMENT AND CONTROL

Appointments

Julia Price, Clerk-Typist, G. I. Overhead, effective December 15, 1952.

Ena Jones Whitis, Director of the Stenographic Bureau, effective January 19, 1953.

Salary Adjustments

Carolyn Collier, Clerk-Stenographer, G. I. Overhead, adjustment in salary, effective January 1, 1953.

Albert E. Gross, Internal Auditor, adjustment in salary, effective January 1, 1953.

Resignation

Calvin R. Miller, Director, Stenographic Bureau, effective January 16, 1953.

STUDENT UNION COMMONS

Salary Adjustment

Mary E. Nooe, Inventory Clerk and Cashier, adjustment in salary, effective January 1, 1953.

Termination

Viva B. Bowles, Storeroom Clerk, effective January 9, 1953.

Resignations

Peggy Hess, Bookkeeper, effective February 2, 1953.

Dorothy M. Isaacs, Bookkeeper, effective October 15, 1952.

Anne E. Flood, Assistant Director, effective October 13, 1952.

Zoe Harris, Director, effective October 19, 1952.

UNIVERSITY TRAINING SCHOOL

Salary Adjustment

Elizabeth Shuck, Director, Cafeteria, adjustment in salary, effective January 1, 1953.

WILDCAT BOWLING LANES

Salary Adjustment

Fred Perkins, Manager, adjustment in salary, effective January 1, 1953.

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

A-2. Adjournment.

Upon motion duly made, seconded and carried, the meeting of the Executive Committee was adjourned at 2:40 p. m.

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