

Minutes of the Regular Meeting of the Board of Trustees,  
University of Kentucky, September 16, 1941.

The regular September meeting of the Board of Trustees, University of Kentucky, was held in the President's Office, Tuesday, September 16, 1941, at 10:30 a.m. The members of the Board present were: Governor Keen Johnson; Judge Richard C. Stoll; Harper Gatton; H. S. Cleveland; Louis Hillenmeyer; Robert P. Hobson; Marshall Barnes; Dr. Lee Kirkpatrick; Robert Tway; James Park; Judge Harry F. Walters; and Mrs. Paul G. Blazer. President H. L. Donovan, Comptroller Frank D. Peterson, and Secretary W. Gayle Starnes were present.

1. Approval of Minutes.

The minutes of the meeting of the Board of Trustees, June 5, 1941, and the minutes of the meetings of the Executive Committee, June 20 and July 25, 1941, were approved as published.

2. Quarterly Report of the President.

President Donovan presented and discussed the quarterly report of the President to the Board of Trustees. On motion, seconded and carried, the report was received and ordered published in the minutes. It is copied as follows:

QUARTERLY REPORT OF THE PRESIDENT  
UNIVERSITY OF KENTUCKY

September 16, 1941

INTRODUCTION

It has now been two and one-half months since I reported for work on July 1. I found Comptroller Peterson had already reported for duty and was studying the financial and business affairs of the University. Dean Henry Hill began his work on July 15.

Dean Thomas P. Cooper, who had served as Acting President during the past year, did everything he could to prepare the way for our coming. During the interval of three months between the time I was appointed president of the University and the time I took up the duties of this post, Dean Cooper furnished me with a great deal of material that helped me to become acquainted with the problems of the institution. He also kept me informed about the activities of the University during this period. The manner in which he prepared me for my induction into office has made my work much easier than it would otherwise have been. I shall always be extremely grateful to Dean

Cooper for the splendid way in which he introduced me to the work of the presidency of the University.

The deans, the faculty and other staff members, as well as the citizens of Lexington, have been very gracious in welcoming us so enthusiastically to the University and to this community. Dean Hill, Mr. Peterson and I have been encouraged and inspired by the cordial reception which has been extended to us at the beginning of our administration.

We have spent the summer studying the history, practices and traditions of the University and getting acquainted with the personnel of the institution. We have read many reports which have helped to prepare us for our new duties. The beginning of the new fiscal year, July 1, was an excellent time to assume the duties of our offices. We feel that we are now prepared for the more strenuous program which opens with the beginning of the fall semester.

#### SUMMER SCHOOL 1941

All over the United States summer school enrollments were down this year. Decreased enrollments have been largely due to our national defense program which offered many jobs to young people, and to the draft. Our summer school at the University, which has been gradually growing from year to year, experienced a decrease in enrollment this summer. The following table, which was prepared by the Director of the Summer Session, will give you the information about the enrollment of the summer school for 1941.

#### 1941 SUMMER SESSION ENROLLMENTS

Classification	First Term	Second Term	Total Not Excluding Duplicates	Per Cent Decrease or Increase Compared to 1940	Total Excluding Duplicates	Per Cent Decrease or Increase Compared to 1940
Men	831	627	1458	-28.2	1078	-29.9
Women	826	524	1350	-16.8	1066	-18.9
Total	1657	1151*	2808	-23.2	2144	-24.9

## 1941 SUMMER SESSION ENROLLMENTS (CONTINUED)

Classification	First Term	Second Term	Total Not Excluding Duplicates	Per Cent Decrease or Increase Compared to 1940	Total Excluding Duplicates	Per Cent Decrease or Increase Compared to 1940
Enrollments by Colleges						
Arts & Sci.	315	274	589	-24.7	448	-27.2
Agri.	159	36	245	- 2.4	179	- 3.8
Engin.	103	50	153	+ 9.3	112	+ 7.1
Law	33	34	67	-28.7	40	-34.4
Educa.	224	216	440	-27.3	359	-29.7
Com.	94	74	168	+15.1	107	+ 5.9
Grad. School	729	417	1146	-30.0	899	-29.5
Total	1657	1151*	2808	-23.2	2144	-24.9

\*This report is based on figures from the Registrar's Office. Approximately 16 temporary admissions and 10 coaching school students have not been included in the second term total, but may be added later.

Despite the decrease in enrollment, the graduating class in August was the largest ever to finish at the end of any summer school. There were 268 candidates who received degrees. The summer school commencement was held on August 22. President John J. Tigert of the University of Florida was the speaker on this occasion.

STATE APPROPRIATIONS FOR A PERIOD OF YEARS

A survey of the problems of the University convinces me that the most acute problem which we face is one of finances. In spite of the depression through which we have passed during the last ten years, the University has continued to expand. The enrollment has increased from 4845 in 1930-31 to 6264 during the past year. The public has asked the University for many services in recent years which the University did not formerly attempt to give. The people are learning that the University can and should be helpful to them in the solution of many of their problems, and, as a consequence, the University is having calls for services not previously rendered. These services cost money, and with a budget far below what it was a decade ago, it has been difficult to extend the services which are so frequently requested.

In order that the Trustees may have a picture of the financial resources of the University the following table has been prepared, which summarizes the moneys available for the University for the period beginning 1928-29.

UNIVERSITY OF KENTUCKY  
STATE APPROPRIATIONS

	<u>Operating Expense</u>	<u>Capital Outlay</u>
1928-29	\$1,076,758	\$150,000
1929-30	1,111,246	150,000
1930-31	<u>1,190,462</u>	125,000
1931-32	939,874	41,570
1932-33	719,080	13,748
1933-34	624,376	
1934-35	805,035	
1935-36	805,596	
1936-37	711,024	
1937-38	724,352	
1938-39	836,628	149,843
1939-40	834,984	149,984
1940-41	<u>894,238</u>	70,000

You will note that in 1930-31 the University received for operating expenses from the Treasurer of the State \$1,190,462, and \$125,000 for capital outlay. During the past year the University has received for operating expenses \$894,238, and \$70,000 for scientific and library equipment. In other words, we are operating a much bigger University today than we had a decade ago on a budget of \$296,224 less for current operating expenses and \$55,000 less for capital outlay.

The appropriation for the extension program and Experiment Station of the University is not included in either of these figures.

In all of my experience as a school administrator, in both city schools and as a college executive, I have never administered an institution where the budget was so limited for the services expected of the institution. I have been pressed by deans, heads of departments and faculty members for additional funds for services that the University should be rendering, but I have been compelled to refuse all such pleas, regardless of their merit. And so I have no apologies to make for my urgent appeal for additional resources for the operation of the University. If we had less enrollment or more money than we had a decade ago, or if we had no needs now too long deferred, I might be embarrassed to make such an appeal. Instead, I am telling the Trustees that it will not be possible to build a better university than we have today, unless there are additional resources available for this purpose. Because of this fact I am presenting in this report a number of aspects of our financial situation, which I feel should be brought to the attention of the Board of Trustees.

In January, 1938, President McVey, reporting to the Board of Trustees for the biennium 1935-37, to the Governor and the Legislature of Kentucky, said in his report on page 15: "The total sum of money voted by the legislature for construction at the University in seventy-two years of history is \$1,234,000. There are five buildings on the campus that are more than fifty years old, there are ten that are more than thirty years old. These buildings were not well constructed in the beginning, but are still being used to full capacity."

We will be celebrating our seventy-fifth anniversary this year. The total appropriation for buildings which the University has received by direct appropriation from the General Assembly to this date does not exceed \$1,500,000. The Trustees may inquire how we have obtained a plant worth approximately six and one-half million dollars if this is all of the money which the State has appropriated for its construction. This is a legitimate question to ask. Many of the buildings erected during the McVey administration were constructed with the funds appropriated for the operation of the University. The appropriations received prior to the enactment of the Reorganization Act of the General Assembly in 1934 enabled the

Trustees to spend their appropriation in any way they deemed wise. The President and the Trustees saved part of the operating expenses of the University, and from time to time erected buildings from such sums as they had been able to save. The Federal Government has also contributed considerable sums of money over a period of many years that have added to the value of the physical plant of the University. In addition to these two sources, a number of gifts have been made to the University by alumni and other friends, the City of Lexington, Fayette County and the General Education Board, which have greatly increased the value of our properties. During the past decade much Federal money has been received on a 45-55 basis, and many buildings have been constructed out of Federal grants and money which the Trustees have borrowed for the purpose of erecting these new buildings.

As a result of the present program, which has just recently been completed, the University has an indebtedness, as of July 1, of \$1,084,500. This is not an exorbitant debt for an institution of our size, but we should not erect any other building on a basis of amortization, unless we can see a way to pay for the structure out of the income from the building. The indebtedness of the University is being retired in an orderly manner, which requires approximately \$75,000 a year to retire the principal and pay the interest on the debt. It is clear that, however wise and urgent it may have been to construct the buildings, yet the necessary appropriation of \$75,000 annually has prevented the restoration of salaries to their levels of a decade ago. Kentucky can afford the buildings, but she cannot afford an underpaid educational staff.

The following table, which was prepared by Mr. Peak and Mr. McCain, will summarize the indebtedness of the University as of July 1, 1941:

Indebtedness -- July 1, 1941

	<u>Unpaid</u>	<u>Date of Final Payment</u>	<u>Interest to be Paid</u>	<u>Total Prin- cipal &amp; Interest</u>
1936 Bond Issue	\$559,000.00	July 1, 1965	\$229,920.00	\$788,920.00
1938 Bond Issue	307,000.00	Sept. 1, 1968	144,705.00	451,705.00
First Nat'l Bank & Trust Company	15,000.00	June 30, 1942	615.00	15,615.00
Land Trust Cer- tificates - 1938	171,500.00	Mar. 1, 1959	70,060.00	241,560.00
Security Trust Company	10,000.00	July 1, 1951	2,200.00	12,200.00
First Nat'l Bank & Trust Company	2,000.00	Dec. 15, 1943	120.00	2,120.00
Security Trust Company	20,000.00	July 1, 1945	2,900.00	22,900.00
	<u>\$1,084,500.00</u>		<u>450,520.00</u>	<u>1,535,020.00</u>

FUTURE BUILDING PROGRAM

The University is urgently in need of a number of new buildings. The first which I am placing on the list is a field house. I request that you instruct the administration to ask the Governor and the General Assembly to provide at the next meeting of the Legislature an appropriation for this building. We should regard this structure as a utility building. In reality, it would be more than a field house. We are thinking of it as a building which would not only provide for a gymnasium, with a basketball floor where from ten to twelve thousand might witness a basketball game, but that it would also serve the University as an auditorium. A part of the building would be a dormitory for the athletes, which could be built under the ramps at a very limited cost in what is frequently regarded as waste space. The building should include a swimming pool where our dry land swimming team might have access to water. The building can be so constructed that the football team can have space for practice in inclement weather. It will also serve as a fine place for ROTC activities.

The State Basketball Tournament could be entertained in such a building, and it would be large enough to take care of all who wish to be admitted. Various festivals, musicales, farm programs and other programs could be held in such a building. A building of this type would be of enormous value to the University and to the entire state, either directly or indirectly.

Dean Graham and I have held many conferences over what such a building would cost, and he has estimated that it would cost approximately \$900,000 to build the type of structure which we need, and one that would serve the University for a long period of years. To erect a smaller building will mean that in a few years we will find ourselves in the position of having to enlarge it. Only a few years ago we erected the present gymnasium and at that time many people around the University thought it would meet the needs of the University for at least a half century. We now find that we have completely outgrown it and that it is altogether inadequate.

The request which we are making for an appropriation of \$900,000 is not unreasonable in comparison with the field houses that have been erected at a number of universities, both to the north and south of us. There are at least a dozen field houses in the United States that have cost from one to three million dollars each. While we are erecting such a building we should certainly build a structure in which the entire State will have a pride.

Other buildings which we need, but which at the present time I shall not recommend, are a Fine Arts Building, a building for the College of Commerce, an addition to our present library, a museum, an archives building and dormitories for men and women.

#### AIR CONDITIONING THE STUDENT UNION BUILDING

The Student Union Building is unbearably hot during the late spring, summer and early fall. There are at least five months during the year when it should be air conditioned. It is my judgment that if we get this building comfortable during the summer months the additional costs of equipment for this purpose could be paid for out of additional business which would be given the cafeteria and other activities operated in this building. I am recommending that you request Comptroller Peterson and Dean Graham to make an investigation of the cost of air conditioning this building, and report to an early meeting of the Executive Committee, giving this Committee power to act.

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- 3. On motion, duly seconded and passed, Comptroller Peterson and Dean Graham were directed to make investigation of the cost of air conditioning the Student Union Building and report to an early meeting of the Executive Committee, this Committee being given power to act.

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ATHLETICS

The Business Office is becoming acquainted as speedily as possible with the business of the Athletic Department and wishes to delegate certain business management to the personnel of the Department with the approval of the President and the Board of Trustees.

I recommend that the Manager of Ticket Sales, of the Department of Athletics, execute a bond in the amount of \$10,000.00 payable to the Comptroller of the University for the use and benefit of the Department of Athletics. I further recommend that complimentary tickets be handled by a secret committee known to the Athletic Director and the Comptroller of the University, and that the complimentary tickets be signed by two persons, the Comptroller and the Director of Athletics.

\* \* \* \* \*

- 4. a. Bond of Ticket Sales Manager.  
A motion was made, seconded and passed to have the Manager of Ticket Sales of the Department of Athletics execute a bond in the amount of \$10,000, payable to the Comptroller of the University, for the use and benefit of the Department of Athletics.
- b. Committee to Handle Complimentary Tickets.  
On motion, properly passed, President Donovan was authorized to appoint a committee to handle complimentary tickets for athletic events; these tickets to be signed by two persons, the Comptroller and the Director of Athletics.

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ANALYSIS OF INSTRUCTIONAL SALARIES  
UNIVERSITY OF KENTUCKY  
1940-41

September 15, 1941

President H. L. Donovan  
University of Kentucky

Dear President Donovan:

In compliance with your recent request, I am glad to submit an analysis of salaries paid to the instructional staff of the University of Kentucky during the school year 1940-41.

In my opinion, considerable further study should be devoted to faculty personnel. We should have available the training, experience, age, and professional contributions of the faculty and certain other pertinent data in readily comprehensible form for the entire University and for each college. Only a great faculty can make an institution great and such a staff is attained only with pains and patience and with a full knowledge of the strengths and weaknesses of the present faculty.

In addition, a thumbnail etching of the entire University of Kentucky employed personnel seems advisable. Uninformed or unscrupulous persons will report that the University of Kentucky has one professor for every four students, that costs are greater at the University of Kentucky than at any other state university, that the staff is overpaid and so on. Only accurate information clearly stated will answer these and similar statements.

Sincerely yours,

(Signed) Henry H. Hill

Henry H. Hill  
Dean of the Uni-  
versity

METHODS AND SUMMARY OF FINDINGS

What salaries are paid professors at the University of Kentucky?

As the time for presenting the budget for the next biennium approaches, the answer to this question takes on more than its usual importance. Trustees, administrative officers, alumni and friends of the University need to know accurately the typical salaries, the exacting requirements for professorial positions, the comparison with salaries paid a decade ago, and certain other related factors which will enable the citizens of Kentucky to understand the fiscal needs of their University. The present report covers teaching salaries for the school year 1940-41 with certain comparable data for 1930-31.

Salaries for all instructors, assistant professors, associate professors, professors, professors who are heads of departments, and deans have been tabulated. The athletic department, business office, registrar's office, library, university extension, agricultural extension, and all other non-teaching departments and personnel have been excluded. All persons employed part time, those on leave, and those having a change of employment status were omitted.

Summer school salaries were not included. The large majority of teaching employees of the University do not teach in summer school because of the necessity of taking advanced study, the compulsion of other duties or plans, or the lack of opportunity. Those who usually teach in summer school have no agreement with the University such as exists in the case of the regular school year. No distinction has been made between ten months and twelve months employees, the amount the University has agreed to pay each teaching employee being the figure used, thus excluding any casual extra sum which comes to few employees. The purpose has been to show typical salaries, the usual rather than the unusual.

The analysis for 1940-41 includes fifty-one instructors, fifty-seven assistant professors, thirty-nine associate professors, forty-nine professors, thirty-six professors who are heads of departments also, and nine deans, a total of 241. That of 1930-31 includes a total of 174 persons, reflecting the smaller student body and faculty ten years ago. Both medians and averages for all ranks for the University as a whole are given for 1940-41.

The typical instructor receives \$1,800; assistant professor, \$2,500; associate professor, \$2,900; professor, \$3,600; professor who is also department head, \$3,900; dean, \$5,500. Certain other data are shown in greater detail in the tables and lists which follow.

In addition, a comparison of salaries at the University of Kentucky with those paid in fifty-two land-grant colleges, and with those paid in seventeen land-grant colleges in states providing separate instruction for Negroes is shown in Table 2.

Table 1

University Salaries by Ranks--1940-41

	<u>Median</u>	<u>Average</u>	<u>Range</u>
Instructors (51)	\$1,800	\$1,828.03	1,000-3,000
Assistant Professors (57)	2,500	2,518.18	1,350-3,600
Associate Professors (39)	2,900	2,867.33	2,100-3,600
Professors (49)	3,600	3,570.71	2,000-5,200
Head Professors (36)	3,900	3,976.39	2,900-5,000
Professors and Head Professors (85)	3,700	3,742.51	2,000-5,200
Professors of All Ranks (181)	3,000	3,178.38	1,350-5,200
All Instructional Personnel (232)	2,900	2,873.74	1,000-5,200
Deans (9)	5,500	5,411.36	2,700-7,000

Table 2

Comparison of Median Salaries at the University of Kentucky with Those in Fifty-two Land-grant Colleges and Seventeen Non-Negro Land-Grant Colleges.

	<u>University of Kentucky 1940-41</u>	<u>Fifty-two Land-grant Institutions 1939-40</u>	<u>Seventeen Non-Negro Institutions 1939-40</u>
Instructor	\$1,800	\$1,937	\$1,840
Assistant Professor	2,500	2,605	2,352
Associate Professor	2,900	3,272	2,926
Professor	3,700	4,245	3,658
Dean	5,500	5,050	4,844

Comment: Medians of the University of Kentucky include a few twelve months men while medians in the two groups of land-grant colleges are based upon nine months employees. Exclusion of the twelve months instructional staff members would lower the University of Kentucky medians for professors and deans only slightly.

The fact that the medians for the University of Kentucky are those of 1940-41 and those for the land-grant colleges are for 1939-40 is of no great significance.

Data for land-grant colleges are from the United States Office of Education, Circular No. 196, entitled "College Salaries."

The 52 land-grant institutions in Column 2 include the 17 Non-Negro institutions in column 3.

Table 3

1930-31 Median Salaries Compared with Those  
for 1940-41, University of Kentucky

<u>Rank</u>	<u>1930-31 Salary</u>	<u>1940-41 Salary</u>	<u>Per Cent Decrease</u>
Instructor	\$2,300	\$1,800	21.7
Assistant Professor	2,600	2,500	3.1
Associate Professor	3,300	2,900	12.1
Professor	3,750	3,600	4.
Head Professor	4,000	3,900	2.5
Professors and Head Professors	3,950	3,700	6.3
Professors of All Ranks	3,500	3,000	14.3
All Instructional Personnel	3,150	2,900	7.6
Dean	6,100	5,500	9.8

Comment: For 1930-31 there are 174 persons included in the study as compared with 241 for 1940-41. In both cases only regular full time instructional personnel of the rank of instructor and above who are primarily teachers are included. Please note that the persons compared are not necessarily the same in both years. The larger personnel in 1940-41 reflects in part the growth of the University of Kentucky from a winter enrollment of 3682 in 1930-31 to 4128 in 1940-41 and in part the expansion of the University of Kentucky into new fields.

## REPORT OF COMPTROLLER TO PRESIDENT OF THE UNIVERSITY

September 12, 1941

President H. L. Donovan.  
University of Kentucky.

Dear President Donovan:

May I take this occasion to report to you the conditions found and the progress made since July 1, 1941, in the Department of Business Management and Control. I am attempting to report conditions as they exist. Nothing that is said in this report is intended to reflect the slightest criticism on anyone. It is felt that conditions as they exist are due to inadequate funds available for operating expenses.

FINANCE AND ACCOUNTING

The Business Office has made certain changes in the Budget as adopted by the Board of Trustees for operation for the fiscal year 1941-42. The results to be obtained by the Budget have not been altered other than to add proposed expenditures which had been inadvertently omitted from the Budget at the time of adoption. The Budget is unbalanced. We hope that student fees will exceed the estimate. If Institutional fees and miscellaneous income do not exceed the estimates, adjustments in the Budget will be necessary.

The accounting system has been altered since July 1, 1941. We have attempted to change from hand-kept ledgers to electric accounting machines. This necessarily has interrupted office procedure. The personnel, however, have closed the records for the year ending June 30, 1941, and have made satisfactory progress in adjustment to the changed system.

The University accounts are divided into sections, viz; College--General; Agricultural Experiment Station; Agricultural Extension; College--Restricted; Agricultural Experiment Station--Restricted; Agency Funds; Student Loan Fund; and University Plant Fund. The Revenue and Receipts and Expenditures are classified

accordingly. These classifications show numbers and names of accounts with blocks of numbers being assigned to each fund. Each expenditure classification has subsidiary classification on an objective basis from which it is possible to secure detailed analysis of expenditures. Blocks of numbers again are assigned to each major expenditure class.

It has been somewhat difficult for the office force, limited as it is, to adapt itself to a change from the system where all records were kept by hand to a system where all records are kept by numbers and electric accounting machines. However, the system is operating possibly as well as might be expected. We have experienced considerable inconvenience due to the priority of the defense program on many of our purchases needed for smooth, successful operation of the system. The accounting machines were ordered in May, 1941, and it was thought they would be available by July 1. To date, we have not received the machines ordered and are advised that they will not be delivered until months later unless we can get a priority number. I have asked for a priority number. We are now operating with a worn out machine shipped us from Texas, and in order to accomplish our task, it has been necessary to work at night, due to the fact that the machine we now have breaks down on an average of four times a week. I have been exceedingly anxious to give you and the various departments a summary report of the operations for the months of July and August. However, I find to do so will work an additional hardship on the office force and I beg leave to omit this report until accounting machines have been received. This office also ordered a numbering, check-protecting-signature machine which we are unable to secure and for which the Company has asked a priority number.

### SUMMER SESSION

The income during July and August has been entirely from fees collected from students attending one or both of the summer sessions. The expenses of the Summer School have been entirely met from receipts collected, state appropriation and a \$3,000.00 budget item taken from the General Revolving Fund receipts of the University.

### PURCHASES

The Comptroller's Office has made the following purchases since the meeting of the Executive Committee, July 25, 1941:

State Requisitions	#	223 to	502 inclusive
Advice of Emergency Purchases		26 to	1255 "
Special Purchase Orders		366 to	1393 "
Departmental Purchase Orders		15025 to	15075 "
		15176 to	15177 "
		15094 to	15100 "
		15126 to	15152 "
		15108 to	15124 "

I respectfully request the approval of the Board of purchases herein listed as revealed by the records referred to and on file in this office. These purchases have been made upon properly drawn requisitions from the various departments and are in line with expenditures authorized in the Budget adopted by the Board of Trustees April 1, 1941.

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5. On motion, duly seconded and passed, the purchases made by the Comptroller's Office as listed were approved.

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DIVISION OF MAINTENANCE AND OPERATION

I include herein a statement showing the results of a survey of buildings of the University. The compilation gives the amount needed for immediate and necessary repairs and the amount needed yearly for maintenance and repairs. These estimates are based upon current prices. There are many old buildings which should be completely remodeled or replaced. The walls of some of the buildings are unstable. The wood structures are termite infested, the plastering is loose, the wiring is in a dangerous condition and the lighting and plumbing fixtures are, in many cases, obsolete. The Administration Building erected in 1882; the Health Building erected in 1898; Neville Hall erected in 1890; Miller Hall erected in 1898; White Hall erected in 1882; Barker Hall erected in 1902; Frazee Hall erected in 1907, and the Art Center erected in 1925 (with material salvaged from old negro houses on Euclid Avenue) are seriously in need of immediate repairs. These conditions are the results of unwise neglect due to a lack of funds appropriated for maintenance. The University represents a physical plant of approximately \$6,500,000.00 excluding sidewalks, roadways, plantings, and real estate. Authorities and experience indicate that for ordinary repairs, a minimum of 2% per year of the capital cost is required to take care of maintenance and obsolescence. On this basis, maintenance and obsolescence cost would require a

budget in excess of \$130,000.00 a year to be applied on buildings, equipment, and underground service lines. The present appropriation for maintenance and repairs is the meager sum of \$12,000.00 annually.

To summarize, the survey shows that the repair of roofs, gutters, exterior masonry, doors and windows is needed. Plastering, painting, floors, electrical refrigeration, as well as plumbing and heating have been neglected. The immediate requirement to check obsolescence and depreciation on the physical plant is \$389,005.00. Because of the age of so much of the physical plant of the University, the annual maintenance and repair requirement, in excess of the immediate needs, is \$143,000.00

The Griffenhagen Reports, made a decade ago, studied the maintenance problems of the University and commented with reference to the Physical Plant of the University as follows:

"A large number of the University buildings are old and in a very poor state of repair. Especially during the past two years has needed maintenance and repair work been postponed. A considerable sum of money will be needed to bring the buildings back to good condition. The major repairs that are urgently needed will require about \$50,000.00 which should be made available without further delay if the buildings are to be preserved from deterioration, and another \$80,000.00 could be used to great advantage very soon."

Table 4

LIST AND NUMBER OF BUILDING IN THE UNIVERSITY PLANT IN NEED OF IMMEDIATE AND ANNUAL REPAIRS. ESTIMATES OF COST IN EACH INSTANCE GIVEN.

<u>Number</u>	<u>Building</u>	<u>Immediate &amp; Necessary Repairs</u>	<u>Annual Maintenance &amp; Repairs</u>
1	Administration Building	\$ 19,075.00	\$ 3,685.00
2	White Hall	9,095.00	2,300.00
3	Barker Hall	10,115.00	2,925.00
4	Frazer Hall	6,865.00	2,110.00
5	Student Union Building	4,200.00	7,015.00

Table 4 (Continued)

<u>Number</u>	<u>Building</u>	<u>Immediate and Necessary Repairs</u>	<u>Annual Maintenance and Repairs</u>
6	Alumni Gymnasium	\$20,550.00	\$ 2,730.00
7	Boyd Hall and Jewell Hall	11,503.00	6,825.00
8	Patterson Hall	9,275.00	4,025.00
9	Art Center	6,085.00	2,525.00
10	Smith Hall	7,725.00	2,035.00
11	Museum	872.00	965.00
12	Miller Hall	11,336.00	2,910.00
13	Health & Hygiene Building	3,355.00	1,530.00
14	Neville Hall	7,500.00	2,005.00
15	Engineering Quadrangle	9,775.00	5,540.00
16	Memorial Hall	5,535.00	2,130.00
17	Agriculture Bldg & Greenhouse	9,800.00	2,240.00
18	Agricultural Experiment Station	26,900.00	11,250.00
19	Education Building	11,360.00	8,900.00
20	McVey Hall	12,205.00	5,655.00
21	Kastle Hall	21,354.00	4,655.00
22	Pence Hall	13,595.00	3,510.00
23	Mining Laboratory	5,295.00	1,515.00
24	Norwood Hall	6,985.00	1,680.00
25	Faculty Club	4,610.00	2,100.00
26	Lafferty Hall	1,330.00	1,880.00
27	Library	12,885.00	13,925.00
28	Maxwell Place	1,270.00	2,710.00

Table 4 (Continued)

<u>Number</u>	<u>Building</u>	<u>Immediate and Necessary Repairs</u>	<u>Annual Maintenance &amp; Repairs</u>
29	Breckinridge Hall	\$ 5,355.00	\$ 2,675.00
30	Kinhead Hall	4,290.00	2,760.00
31	Bradley Hall	10,980.00	3,110.00
32	Insectary and Conservatory	1,520.00	810.00
33	Dairy Products Building	9,205.00	3,605.00
34	Stock Judging Pavilion	3,081.00	1,560.00
35	Agricultural Engineering Bldg.	3,742.00	2,180.00
36	Biological Sciences Bldg.	34,016.00	9,240.00
37	Central Heating Plant	165.00	875.00
38	Service Bldg. (including Physical Education)	13,256.00	3,335.00
39	Home Economics Building	25,860.00	3,425.00
41	Tobacco Research Laboratory	380.00	875.00
42	Nursery School	2,365.00	630.00
43	Superintendent's	1,225.00	57.50
44	Stadium	1,285.00	985.00
19 <sub>a</sub>	Observatory (Farm)	<u>1,830.00</u>	<u>760.00</u>
	Totals	\$ 389,005.00	\$ 148,157.50

General Campus Work Not Assignable to Buildings

	<u>Immediate Needs</u>	<u>Annual Charges</u>
1. Grounds - Condition Fair		
Landscaping:		
Planting - New Buildings	\$ 3,100.00	\$
Planting - Old Buildings (replacements)	6,000.00	
Annual Charges (Payrolls)		21,000.00
Annual Charges (Replacements)		1,000.00
Equipment:		
1 3-ton Gasoline Roller	1,800.00	
1 Spray Tank on Wheels	600.00	
1 40" Sickle Mower	350.00	
1 Power Mowing Machine and attachments	1,500.00	
1 Portable Hoist	150.00	
6 Hand Mowers	60.00	
Trucks:		
4 New Trucks	4,800.00	
Trucks (2 each year)		2,400.00
(12 trucks now in service and in bad condition. Best trucks (2) now 6 years old.)		
Repairs		800.00
Gasoline, oil, grease, tires, etc.		2,600.00
Seeds, fertilizer, small tools	500.00	500.00
2. Electrical Service		
Primaries (underground)		
Clock and Bell system		
Telephone, etc.		
Payrolls		4,000.00
Replacements, new work and repairs	2,400.00	800.00
3. Plumbing (Underground)		
Materials	600.00	1,000.00
Payrolls	600.00	3,000.00
4. Utilities Charges (Estimated Annual)		
Water		6,500.00
Gas		1,100.00
Electricity		31,000.00
Telephone		10,800.00

	<u>Immediate Needs</u>	<u>Annual Charges</u>
5. Central Heating Plant and Steam Distribution System		
Payrolls	\$	\$ 13,000.00
Coal		28,000.00
Miscellaneous - Water Treatment supplies, oils, greases, packing, etc.		2,200.00
Repairs, small tools, etc.		1,500.00
New Induced Draft fan and dust collector		
	5,000.00	
General Renewals	2,000.00	
6. Administration		
Supplies		150.00
Salaries:		
Chief Engineer		4,000.00
Assistant Chief Engineer		2,500.00
Secretary		1,800.00
Clerk		1,800.00
Stenographer		1,000.00
Draftsman		1,000.00
Key Man		1,000.00
Typist (part-time)		500.00
Telephone Operators		2,500.00
		<hr/>
Totals (General Campus Work not Assignable to Buildings)	\$29,460.00	\$147,450.00

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Photographs of buildings on campus showing typical conditions were distributed among the members of the Board of Trustees.

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Trucks. The Division of Maintenance and Operation has eleven (11) trucks. The make, number of each and the year purchased is as follows:

3 Chevrolets	1929; 1930; 1930
3 Fords	1932; 1933; 1936
4 Dodges	1933; 1935; 1936; 1936
1 Federal	1932

All of these trucks are five or more years old, their use impeding speed and efficiency and increasing operating costs. Four of these trucks are nothing but junk and four others should be traded.

Janitors. There is a total of 755,200 square feet of floor space on the campus which requires janitorial services. We have a janitorial staff of 39, and the average floor space per man is 19,364 square feet. In the "Standards for Public School Janitorial Engineering Service" by Englehardt, Reeves and Womrath, published by Columbia University, the average number of square feet per janitor in 70 unselected schools was 17,300. The average number of square feet per janitor in 13 schools selected for efficiency was 15,100. Our figure of 19,364 square feet per man indicates that we are approximately 25% undermanned for efficient operation.

In addition to being undermanned, we have janitors and janitresses who are old, many of whom are in poor health. It is commendable that these people are employed but even the minimum job cannot be done with the crew now employed. Each one is called upon to take care of a maximum amount of floor space. We are attempting to improve janitorial service and, since the maximum square feet that each janitor is supposed to cover is in excess of the standard, it takes an energetic, vigorous man to perform the job. It is fair to say that possibly 10% of the janitorial force is off daily due to infirmities. A determination of policy relative to labor employees is advisable.

STUDENT UNION BUILDING

The Student Union Building has recently had a thorough cleaning and much of the furniture has been re-upholstered and restained. We are attempting to take care of needed maintenance with the exception of outside window panes and sills which we plan to do next summer.

RESIDENCE HALLS - MEN

Many of the rooms in the Men's halls have been repainted and general repairs have been made. Walls and ceilings have been washed. Window shades have been cleaned and repaired. The Men's dormitories are far from being satisfactory. Plumbing and heating systems need much work done on them. The basement floors of the halls are makeshifts, to say the least. The present halls for women and men are inadequate to care for the needs of the University.

RESIDENCE HALLS - WOMEN

General repairs of the halls have been made. Various rooms and hallways have been painted, walls have been washed and receptacles have been installed. These halls are in fairly adequate condition for the current year's operation.

DINING HALL AND CAFETERIAS

The Dining Hall at the Women's Dormitory has been cleaned and is ready for operation. The Training School Cafeteria is now open.

The Cafeteria located in the Student Union Building is a source of much concern. The University has the building, equipment and the students, yet the Cafeteria has operated with a deficit. We have deemed it necessary to make some changes in the personnel and some minor changes in the physical plant. We hope that the changes made will prove to be to the best interest of the Cafeteria that it may be self sustaining.

The Grill, as well as the Cafeteria, was found to need, very badly, a thorough cleansing, which has been done during the vacation period. Many complaints have been registered as to the temperature of the Cafeteria and the Kitchen. Existing ventilation facilities were not being used. Air-grills were found to be nearly filled with smut and dirt, and some of the fans had been dismantled and were not in use. The needed adjustments were made including the installation of an exhaust fan in the Bakery. The

ventilation system has been put to work and the temperature is some better. We believe that there would be much to gain if the Cafeteria and the Ballroom of the Student Union Building were air-conditioned as previously referred to in your report.

#### OTHER SERVICE UNITS

Kentucky Kernel. We have just recently completed an audit of the Kentucky Kernel. It operated during the past fiscal year at a net profit of \$6,609.93. The accounts have been transferred to the Business Office and this Agency is operating in accordance with the order of the Board of Trustees which became effective July 1, 1941.

Radio Station. The Radio Station continues to carry on its usual program and the Director is making some progress toward the installation of two pipe organs donated to the University.

Campus Book Store. The Campus Book Store is operating on a lease-commission basis and the Business Office at the present time is exercising practically no supervision other than to see that the contract made prior to July 1, 1941, is complied with.

Stenographic Bureau. The Stenographic Bureau is a busy place. It is called upon to render various and sundry services to nearly every organization on the Campus. There is a pertinent question as to whether or not the Stenographic Bureau should be permitted to do free-of-charge work for each organization on the Campus regardless of its connection with the University. This question is being studied.

#### FINANCIAL NEEDS OF THE UNIVERSITY

The University's financial needs for the 1942-44 biennium are herein briefly discussed. The requests for state appropriation for each of the years of the ensuing biennium have been compiled, together with the estimated amounts available from the Revolving Fund receipts. The total anticipated Revolving Fund fees have been estimated for each of the two ensuing years. The estimates are practically the same as for the current year. I know of no reason to justify a more optimistic estimate at this time.

As has been previously referred to in this report by President Donovan, the Legislature appropriated to the University in 1930-31 for operating expenses \$1,190,462.00. This amount was supplemented by an appropriation for additions to the plant of \$125,000.00, aggregating \$1,315,462.00 for the year. The current appropriation for operating expenses is \$894,238.00, which amount is supplemented by special appropriations for the Library, Engineering, Home Economics, Scientific and Laboratory Equipment of \$70,000.00, making a total of \$964,238.00. Therefore, the appropriation for 1940-41 is \$351,224.00 less than it was ten years ago.

The proposed estimate suggests an increase of \$159,000.00 for operating expenses of the various colleges. Within the last two years the University, through a P. W. A. Grant and the sale of Serial Revenue Bonds, erected a Home Economics Building which has not been completed. We are requesting \$60,000.00 for the completion, furnishing, and equipping of the Home Economics Building of the College of Agriculture and Home Economics. This appropriation is for one year only.

The Summer School is and should be recognized as an important part of the University and deserves to be more adequately state supported. We are, therefore, suggesting an annual appropriation of \$30,000.00, which is an increase of \$20,000.00.

The Experiment Station furnishes one of the indispensable services of the University; however, we are suggesting an increase of only \$2,000.00. Tobacco Research, Service Laboratories, Nursery Inspection and Horticultural work are important divisions of the Experiment Station. The combined estimated needs represent an increase of \$7,500.00. There is a request for a new appropriation to support a short course in Agriculture of \$10,000.00. The West Kentucky sub-station seeks an increase of \$4,000.00.

The 1940 Legislature enacted a law requiring growers of strawberries to mark and label these products. The Legislature failed to make an appropriation for the administration of the Act. The estimate proposes an appropriation of \$1,500.00 for administration.

The sum of \$25,000.00 is proposed for the construction of a Dairy Barn and \$30,000.00 is estimated as needed to complete and equip the Animal Pathology Building.

The Agricultural Extension work has increased and expanded. The work of the Home Demonstration Agents is a vital part of the program. The Director of the Extension work has requested an increase of \$50,000.00.

The maintenance and obsolescence of the buildings of the University have been neglected for so long that the immediate and necessary repairs, as shown by a table in this report, will cost approximately \$389,000.00. We propose a modest sum which can be economically spent. We ask for \$92,000.00 appropriation for the first year and \$97,000.00 for the second year. The Legislature appropriated for the current year a small sum of \$12,000.00 to maintain a physical plant worth \$6,500,000.00. As a contrast it should be remembered that authorities estimate that 2% of the cost of physical property is required for maintenance and obsolescence.

The University is making a request for a Field House as referred to by President Donovan. The urgent need of such a building is admitted by all who know the conditions at the University. The Architects estimate the cost at \$900,000.00. This might be a burden in any one year; therefore, we suggest that the request be made for the sum of \$450,000.00 during each year of the biennium.

Respectfully submitted,

(Signed) Frank D. Peterson

Frank D. Peterson  
Comptroller.

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6. Following President Donovan's presentation of the financial needs of the University for the 1942-44 biennium, there was a lengthy discussion concerning these needs and the possibility of securing adequate funds to meet them. On motion, duly seconded and passed, President Donovan's recommendations were approved, and he was authorized to make such changes as, in his judgment, were necessary in presenting a budget to the Chief Budget Officer of the State.

\* \* \* \* \*

ALUMNI TRUSTEE ELECTION

September 9, 1941

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

Dear Dr. Donovan:

The term of office of Mr. Louis Hillenmeyer, Alumni on the Board of Trustees, of the University of Kentucky, expires December 31, 1941.

The By-laws of the Alumni Association make it the duty of the Board of Trustees to hold an election by giving an opportunity to all alumni of the University to vote on the selection of a member of the Board of Trustees of the University of Kentucky. I submit herewith the proper form and a list of six (6) alumni nominees, together with biographical sketches of each. It is recommended that the Board of Trustees authorize the election held and authorize the Secretary to have printed, and charge to the University, all necessary blanks, forms, ballots, etc., incident to holding an election.

Yours very truly,

(Signed) Frank D. Peterson

Frank D. Peterson,  
Comptroller.

\* \* \* \* \*

7. On motion, duly seconded and passed, it was ordered that the Secretary of the Board of Trustees have prepared ballots with the names of the following six nominees as certified by the Secretary of the Alumni Association printed thereon in manner and form adopted by the Board of Trustees, and that he mail a copy of the ballot and other information required to be mailed therewith to each alumnus of the University of Kentucky according to the rules adopted by the Board of Trustees; that the printing of all necessary blanks, ballots, etc., incident to the holding of the election be charged to the University.

The list of the nominees as certified by the Secretary of the Alumni Association is as follows:

- J. Donald Dinning
- Herndon J. Evans
- Louis E. Hillenmeyer
- Joe T. Lovett
- H.D. Palmore
- Gracean M. Pedley.

\* \* \* \* \*

PARKING RECEIPTS

September 11, 1941

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

Dear Dr. Donovan:

You will recall our conference with Dean Jones relative to parking space on the Campus. Permits are sold and, at present, proceeds have been transferred to the Student Loan Fund. These receipts have no more right to go into the Student Loan Fund than any other miscellaneous receipts of the Division of Maintenance and Operation without an order of the Board of Trustees.

In order to protect the Comptroller's Bond, I believe that the Board should pass an order designating the use of these funds.

Yours very truly,

Recommended to University  
Board for Approval.

H.L.D.  
9/15/41

(Signed) Frank D. Peterson

Frank D. Peterson  
Comptroller.

\* \* \* \* \*

- 8. On motion, duly seconded and passed, the Comptroller was directed to place moneys received from parking fees in the Student Loan Fund.

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ANNUAL SUMMER COMMENCEMENT - DEGREES APPROVED

August 20, 1941

Mr. W. Gayle Starnes, Secretary  
Board of Trustees  
University of Kentucky

My dear Mr. Starnes:

The attached list of candidates for degrees at the August Commencement has been approved by the University Faculty and has been recommended to the Board of Trustees.

Very truly yours,

(Signed) Leo M. Chamberlain

Leo M. Chamberlain  
Registrar

Approved for Board of Trustees  
August 22nd, 1941.

(Signed) Lee Kirkpatrick.

\* \* \* \* \*

- 9. On motion, duly seconded and passed, the action of the special committee representing the Board of Trustees in approving the following candidates for degrees as recommended was ratified:

COLLEGE OF ARTS AND SCIENCES

CANDIDATES FOR THE DEGREE OF BACHELOR OF ARTS

- Robert Cornelison Boggs
- Thelma Leafern Daniels
- Mary Davenport
- Myer Benjamin Godhelf
- Leon Gohmann Huber
- George Strotter Lawrence
- James Harvey Leech
- Joseph Catron Lewis
- William Browne Lewis
- Luella Hoskins Maggard
- William Albert Merton, Jr.
- Ewan Davis Phillips
- Samuel Boyce Pole, III

Luther Delano Prater  
Paul Donald Rehm  
James C. Taylor, II  
Peter Augerinos Vires  
William Edward Wall  
Margaret Alvina Zoeller

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE

Willard Jean Baker  
James Aloysius Boyle  
Jilson Paschal Conley  
June Virginia Lockhart  
John Thomas Marinaro  
Kenneth Carol Morgan  
Harry Thomas Overby  
Doris Edna Settle  
William Landon Smith  
Ralph Day Tweddell

CANDIDATE FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN INDUSTRIAL CHEMISTRY

Dennis Alphin Ayres

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN MUSIC

Caywood Carter Thomson  
Robert Miller Walker

CANDIDATE FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN MEDICAL TECHNOLOGY

Ellsie Bertha Neuman

COLLEGE OF AGRICULTURE AND HOME ECONOMICS

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN AGRICULTURE

William Blanton  
Marshall Caldwell Carpenter  
Robert Harvey Ellis  
Sam Rudy Ewing, Jr.

Richard Gates Foy  
Woodrow Wilson Friend  
Warren Hughes Gardner  
Clyde S. Gilliam  
Leonard G. Gooch  
Robert Bell Griffith  
Stanley Atwood Hager  
James Leo Hardesty  
George Hoover Hurley  
Henry Harley Johnston  
W. D. Kelley  
Otto Herman Losch  
Joseph Robert McCord  
Laymon Miller  
John Hughes Nesbitt  
James Ralph Overfield  
Reginald Lang Prather  
Edgar B. Russell  
Paul Frank Russell  
James McGill Therrell  
John William Tuttle

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN HOME ECONOMICS

Robertta Word Cherry  
Fatsy Lee Drane  
Martha Stark Ellis  
Jean Elizabeth Farmer  
Lula Masden Hibberd  
Jean Duncan Jones  
Gladys Kilpatrick  
Edna Rose Nesbitt  
Irma Kathleen Saint Clair  
Pauline Rose Stamper  
Ellene Martin Stewart  
Rachel Burdette Underwood  
Marion Reed Valleau  
Dorothy Louise Warner  
Mary Frank Wiley

COLLEGE OF ENGINEERING

CANDIDATE : FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN ELECTRICAL ENGINEERING

Robert Galbraith Hardy

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE  
IN METALLURGICAL ENGINEERING

Benjamin Floyd Brown  
Joseph Pershing Hammond  
John Herndon Moorman  
Noland Lawrence Navarre

COLLEGE OF LAW

CANDIDATES FOR THE DEGREE OF BACHELOR OF LAWS

Scott Dudley Breckinridge, Jr.  
William Howard Clay  
Fithian Lee Durbin  
James Fleming Gordon  
Robert Todd Sweeney

COLLEGE OF EDUCATION

CANDIDATES FOR THE DEGREE OF BACHELOR OF ARTS  
IN EDUCATION

Nellie Mae Bach  
Edgar Earl Baker  
Evelyn Emert Ballingal  
Beulah Katherine Barrall  
Ruth Greenwade Beale  
Frank Dawson Bean  
Lillian Viola Bower  
Elisabeth Null Butt  
Audra Guthrie Champion  
Carl Luther Combs  
Virginia Ranson Cord  
Jane Catherine Crum  
Howard Houston Curtis

Edith Davisson  
Elizabeth May Dennis  
Melvina Elwood Dickerson  
Ramona Perkins Duerson  
Harold Ross Dunn  
Lincoln Ray Ellington  
Lucille Virginia Ellis  
Hazel Marguerite Embry  
Jane Anne Evans  
Ruby Lee Hale  
Cecil Ulric Hancock  
Martha Frances Harmon  
Doris Arline Harrell  
Neva Jewel Harris  
Gladys Jones Haynie  
Louise Hobson  
Llewellyn Bayne Holmes  
Mary Margaret Jane Jackson  
Edwin Allen Jacobs  
Beryl B. Kenney  
Elsie Bachmann Laufer  
Sylvia Belle Luther  
Lulu McCulloch  
Alice Frances McGaughey  
Katherine Alice Mason  
Katharyne Camp May  
Naomi Ruth Mayfield  
Dorothy Louise Meyer  
Henry Luther Moore, Jr.  
Emma Lou Neel  
Robert Thomas Palmer  
Edna Passamaneck  
Daisy Margaret Pieratt  
Ethel Carter Powers  
Ethel May Ratliff  
Walter Prince Reid  
Zelpha Elizabeth Rice  
Helen Catherine Richardson  
Nelle Mayo Riley  
Kathryn Byrd Roszell  
Constance Salisbury  
Samuel Wilson Simonton  
Madileen Small  
Mary Catherine Smith  
Margaret Allen Smoot  
Janice Frances Spradlin  
Ella Stapleton  
William Letelle Stephenson  
Jane Thompson Stewart  
Mabel Holman Stith  
Lulu Embry Talbott  
Delia Mary Tinder  
Nellie Marie Watkins  
Willena Reed Wesley

Mary Elizabeth Wheatley  
 Naomi Caldwell Wilhoit  
 Frances Louise Young  
 David Anthony Zoeller

COLLEGE OF COMMERCE

CANDIDATES FOR THE DEGREE OF BACHELOR OF SCIENCE  
 IN COMMERCE

Howard Kendall Ammerman  
 Joseph Earl Baldwin  
 James Woody Belcher  
 Donald Smith Bennett  
 John Allen Dunn  
 Robert Earl Fishback, Jr.  
 James Allen Hagler  
 Hiram Jackson Johnson  
 William Cecil Kittinger  
 Ottis Paul Lanter  
 Edward Alvin Long  
 Roy McBrayer  
 Pattie Logan McCormack  
 Brice Felix McEuen  
 John Milton Perdue  
 Catherine Ophelia Sheehan  
 Mary Ellen Simmons  
 Billy Moore Stewart

GRADUATE SCHOOL

CANDIDATES FOR THE DEGREE OF MASTER OF ARTS

Jane Day Auxier  
 Anna Graham Bohon  
 George Wilson Boyd  
 Carlos Edward Burkhead  
 Amelia Leer Caruthers  
 Harriet Scott Chatfield  
 Ralph Witherton Clark  
 Delbert Burton Cook  
 Anna McMullin Cox  
 Mary Irene Cullis  
 Paul Washburn Derthick  
 Anna Rankin Harris  
 Charles Hatfield, Jr.  
 Charles Warren Horner  
 Earle Dillion Jones  
 Robert Gatewood Laughlin  
 John Columbus McClellan  
 Robert Douglas Meriwether

Emmette Ohmer Milton, Jr.  
 Lucile Denton Napier  
 James Carneal O'Flaherty  
 James Sherman Porter, Jr.  
 John Richard Rafferty  
 Ellen Jay Schoene  
 Claude Fiero Shouse  
 Marjorie Doris Slem  
 Sarah Lavina Stephens  
 William David Stout  
 Tabitha Tudor  
 Ulva Bridges Wilder  
 Elsie Rowell

CANDIDATES FOR THE DEGREE OF MASTER OF SCIENCE

William Roderick Eubank  
 Elizabeth Mary Gottron  
 Edward Harold Kass  
 David Bee McFadden, Jr.  
 William Warder Shepherd  
 Clyde Wallace Swink  
 Ulysses Grant Whitehouse, Jr.  
 Leland Wilson

CANDIDATES FOR THE DEGREE OF MASTER OF SCIENCE  
 IN PUBLIC HEALTH

Jesse Morrill Dishman  
 George Allen Nevitt

CANDIDATES FOR THE DEGREE OF MASTER OF SCIENCE  
 IN AGRICULTURE

Herbert Graves Allbritten  
 Carl Wendell Allen  
 Frank Denny Winchester  
 James Robert Young

CANDIDATE FOR THE DEGREE OF MASTER OF SCIENCE  
 IN HOME ECONOMICS

Mary Carolyn Terrell Wooldridge

CANDIDATES FOR THE DEGREE OF MASTER OF ARTS  
IN EDUCATION

Lindsey Everett Allen  
Louise Marie Altieri  
Julia Fletcher Bailey  
John Henry Boyd  
Margaret Bunch  
Robert William Burggraf  
Ruel Wade Cairnes  
Max Everton Calhoun  
Norman Hinton Cameron  
Ruby Carter  
Robert Edwin Chandler  
Clark E. Chesnut  
Amelia Voiers Chinn  
Pearl Cole Conner  
Adeline Shipp Cabbage  
De Verne Hague Dalluge  
Millie Landreth Davis  
Ray Nelson Dryden  
V. J. Edney  
Bernard Thomas Fagan  
James Solon Gentry  
Robert William Hamilton  
William Hancock Haynes  
Golda Maude Huff  
Chester Arthur Insko  
Thomas Charles Little  
May Wyan Locke  
Ralph Allan Lucas  
Frank Edward McDade  
Robert Lee Mills  
Clarence Eugene Morgan  
John Bell Morland  
Emerson Melvin Norsworthy  
Amanda Frances Purdom  
Mackie Rasdall  
Waylon Felix Rayburn  
William Arthur Richards  
Roberta Seat Rudd  
Alice Emma Sims  
Harry Magee Sparks  
Margaret Esther Warren

CANDIDATES FOR THE DEGREE OF MASTER OF SCIENCE  
IN EDUCATION

Henry Reed Evans  
Wendell Elihu Howard  
Fannie Wallace Porter  
Adele Rice  
Winnie Flora Sinclair

CANDIDATE FOR THE DEGREE OF DOCTOR OF PHILOSOPHY

Gladys Myra Gray

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CANCELLATION OF CHECKS

September 8, 1941

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

Dear Dr. Donovan:

I find in the files of the Business Office a number of outstanding checks which have been issued over a period of years running as far back as 1924. It appears that these checks have been drawn on various funds payable to various individuals and the whereabouts of the individuals are not known. The checks have not been called for and the recipients cannot be located. In view of the fact that these checks are in the main very old and no doubt will never be called for, I recommend that the Board authorize this office to write off the outstanding checks, as shown on the attached list, and adjust the balances of each of the funds referred to, and that authorization be given this office, that in the event any of the recipients should in the future call for checks referred to and are able to substantiate and verify their claim, that the Comptroller be authorized to issue a duplicate check and charge same against current balances, reporting to the Board any check that may be issued under such authority.

Respectfully submitted,

(Signed) Frank D. Peterson

Recommended for  
approval of the  
Board. H.L.D. 9/9/41

Frank D. Peterson  
Comptroller

\* \* \* \* \*

10. On motion, duly seconded and passed, the above recommendation of the Comptroller was approved for the checks listed below:

Pay Roll Account:

Check No.	5620	Dated	June 20,	1924	J. W. Yowell	\$20.00
"	"	5793	"	" 30 "	Mary K. Daniel	40.00
"	"	5825	"	" 30 "	Mrs. Annie Howell	10.00
"	"	5826	"	" 30 "	Frances Taylor	10.00
"	"	2739	"	Dec. 19 "	Elizabeth Hunt	10.00
"	"	6235	"	June 30, 1925	Mrs. Nancy C. Yates	10.00
"	"	6101	"	" 30 1926	George D. Hagen	20.00
"	"	6104	"	June 30 "	Roy Newton	20.00
"	"	6110	"	" 30 "	Arthur L. Cooper	20.00
"	"	6321	"	" 30 "	Sam Adams	10.00
"	"	85	"	July 23 "	P. E. Keen	25.00
"	"	525	"	Aug. 25 "	J. B. Johnson	25.00
"	"	6612	"	June 30, 1927	J. W. Jewell	40.00
"	"	6661	"	" 30, "	Raymond Miller	20.00
"	"	6731	"	" 30, "	R. S. Gentry	20.00
"	"	7172	"	" 29, 1929	Virginia Robinson	20.00
"	"	7183	"	" 29, "	Norman Neff	25.00
"	"	7467	"	" 29, "	Mrs. Van Meter Rogers	10.00
"	"	59	"	July 8, 1932	Melvin Applebaum	19.00
"	"	797	"	Aug. 20, 1932	Frances Davis	50.00
"	"	8931	"	June 30, 1934	Joseph Mills	20.90
"	"	9107	"	" 30, 1934	Dan Martin	9.50
"	"	9216	"	" 30, "	Mrs. Eleanor Herr	9.50
"	"	9219	"	" 30, "	Mrs. T. W. Shackelford	9.50
"	"	146	"	Aug. 20, "	Margaret Clayton	20.00

Pay Roll Account (Continued)

Check No.	217	Dated	Aug. 20, 1934	Melvin Applebaum	\$19.00
"	" 268	"	" 20, "	J. G. Campbell	23.33
"	" 8272	"	June 29, 1935	Abbie Mae Koonz	25.00
"	" 8359	"	" 29, "	Mrs. Sara Vaughn	10.00
"	" 8380	"	" 29, "	Mrs. Howard Rodman	10.00
"	" 708	"	Aug. 10, "	J. G. Campbell	21.48
"	" 858	"	" 10, "	T. S. Marimon	15.95
"	" 958	"	" 10, "	J. E. Wilkins	105.85
"	" 1054	"	" 16, "	Hilda Taylor	50.00
"	" 9381	"	June 30, "	G. C. Schmalz	40.00
"	" 9544	"	" 30, "	Herman A. Ellis	64.00
"	" 5575	"	" 29, 1940	James C. Humphrey	40.00
"	" 5581	"	" 29, "	Catherine G. Campbell	20.00
Total					\$938.01

General Fund:

Check No.	G.6946	Dated	June 11, 1926	W.E. Maddox	4.80 (Refund)
"	" I.5682	"	Feb. 18, 1928	Helen Board	.85 ( ? )
"	" I.8440	"	May 26, 1928	Irene Warnick	1.55 ( ? )
"	" J.5560	"	Feb. 2, 1929	Elizabeth Wells	.70 ( ? )
"	" O.6151	"	May 15, 1934	R. A. Brawner	2.22 (Stu. Off. Unif.)
"	" O.6263	"	May 15, 1934	J. R. Watt	4.44 (Stu. Off. Unif.)

Check No. P.5997	Dated May 14, 1935,	W.R. Gottshall	3.89	(Stu. Off. Unif)
" " S.3053	" Jan. 27, 1938,	Herman Bond	2.98	( " " " )
" " S.5004	" May 14, 1938,	J. David Wilson	12.89	( " " " )
" " T.5418	" May 17, 1939	Marshall B.		
		Guthrie	.65	( " " " )
" " T.5424	" May 17, 1939	Patrick Tanner	12.89	( " " " )
		Total	\$ 47.86	

Organizations Fund

Alberta Lee Adams,	Check 38	\$5.50	July 11, 1938	---Gen. Deposit Ref.
Wm. W. Johnson	" 7168	5.38	July 5, 1939	---Gen. Deposit Ref.
Jean W. Adams	" A 88	5.56	July 11, 1940	---Gen. Deposit Ref.
Ruth N. Bray	" A313	5.00	July 11, 1940	---Gen. Deposit Ref.
Barry E. Melloan	" A1483	6.00	July 11, 1940	---Gen. Deposit Ref.
	Total	\$27.44		

\* \* \* \* \*

11. President Donovan presented Comptroller Peterson's report on the proposed purchase of two pieces of property adjoining the University campus. On motion, duly seconded and passed, the matter of proposed property purchase was referred to the Executive Committee.

\* \* \* \* \*

COMPENSATION INSURANCE

September 8, 1941

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

Dear Dr. Donovan:

In the minutes of the Executive Committee of the Board of Trustees for the month of July, 1941, the

Comptroller's office was asked to investigate the question of compensation insurance for the Division of Maintenance and Operation of the University and whether or not policies could be secured for divisions of the University that did not include the entire personnel of the University.

In obedience to the request, I have investigated by writing to several insurance companies and talking with representatives of some, and I am advised that personnel of the Division of Maintenance and Operation may be covered under classification Code #9015 which carries a rate of 91¢ per \$100.00 payroll. This means that the Division of Maintenance and Operation might carry workmen's compensation insurance on all personnel employed in that Division for approximately \$775.00 per year.

Compensation insurance may be carried on farm employees who carry a classification as 0006 at a rate of \$1.66 per \$100.00 payroll.

The University at this time does not carry liability insurance on University owned trucks. The question is submitted for guidance. Liability insurance is carried on trucks owned by the Experiment Station.

Respectfully submitted,

(Signed) Frank D. Peterson

Frank D. Peterson  
Comptroller.

Submitted to the Board of Trustees for their consideration.

H.L.D.  
9/9/41

\* \* \* \* \*

12. On motion, duly seconded and passed, the above matter of Compensation Insurance was referred to the Executive Committee.

\* \* \* \* \*

RIGHT OF WAY

September 8, 1941

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

Dear Dr. Donovan:

On August 14, a Mr. Bolstedt, representative of the Department of Highways, made a request that the Board of Trustees, of the University of Kentucky, deed to the State Department of Highways, a strip of land, on the Lexington-Nicholasville Road (which is a part of the Experiment Farm) for the purpose of reconstructing a section of that road beginning at the intersection of Limestone and Rose Streets and extending south a distance of 2.2 miles.

On August 22, blue prints of the proposed reconstruction of said road were submitted, giving the dimensions of the proposed road and how it was to affect the University Farm. On August 28, a representative of Fayette County and a representative of the Highway Department met with Dean Thomas Cooper and the writer and the proposed right-of-way as shown by the blue prints was carefully examined by Dean Cooper and myself. We are of the opinion that the right-of-way should be given.

I, therefore, recommend that the Board of Trustees authorize a deed to be made to the State Highway Department subject to a prior lease made by the University of Kentucky to the Central Kentucky Natural Gas Company for a reducing station, and a prior lease to the Kentucky Utilities Company for a transformer station, and further that gateways, fences, retaining walls, hedges, water and gas lines, drains, and other existing facilities be replaced and rebuilt subject to the approval of the Business Officer of the University.

Respectfully submitted,

(Signed) Frank D. Peterson

Frank D. Peterson  
Comptroller

Recommended to the Board  
for approval.

H.L.D.  
9/9/41.

\* \* \* \* \*

13. On motion, duly seconded and passed, the Board of Trustees authorized the above mentioned deed to be made subject to the conditions listed and to any other conditions deemed necessary by the President and Comptroller of the University.

\* \* \* \* \*

PAYMENTS FROM MORRILL-NELSON AND BANKHEAD-JONES FUNDS.

September 8, 1941

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

Dear Dr. Donovan:

The Treasury Department submitted check "For payment pursuant to section 4, of the act approved August 30, 1890 (26 Stat. 417-419), of funds authorized by said act and the act of March 4, 1907 (34 Stat. 1256-1281-1282), and section 22 (Title 11) of the act approved June 29, 1935 (49 Stat. 436-439), for a more complete endowment and support of colleges of agriculture and mechanic arts, (land-grant) colleges for the fiscal year ended June 30, 1942, as certified by the administrator, Federal Security Agency, July 11, 1941."

This represented a payment of \$52,477.04 from the Bankhead-Jones Fund and \$50,000 from the Morrill-Nelson Fund. It is supposed to be divided between the University of Kentucky and the Kentucky State College for Negroes on a percentage basis that the white population bears to the Negro population in the State of Kentucky. This fund has for years been divided on an 85.5 and 14.5 ratio. Each time, however, it has been authorized by the Board of Trustees. I have, pursuant to practice, made such a division and retained \$87,617.87 to the credit of the University of Kentucky and deposited \$14,859.17 through the State Department of Finance to the credit of the Kentucky State College for Negroes and ask that the Board approve the distribution as made.

Recommended to the  
Board for approval. H.L.D.  
9/9/41.

Respectfully submitted,  
(Signed) Frank D. Peterson  
Frank D. Peterson  
Comptroller

\* \* \* \* \*

14. On motion, duly seconded and passed, the disposition of this payment as indicated in Comptroller Peterson's letter was approved.

\* \* \* \* \*

GRAYSON FOUNDATION GIFT

August 27, 1941

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

Dear President Donovan:

I wish to report to you the receipt of a gift of \$5,000 to the Experiment Station from the Grayson Foundation, Inc., for use in research in equine diseases. In accordance with previous agreements, these funds are to be available for expenditures in any type, form or object approved or directed by the director of the Experiment Station, and to be held in trust by the University of Kentucky for the purposes and under the conditions stated.

Very truly yours,

(Signed) Thomas Cooper

Thomas Cooper  
Dean and Director.

\* \* \* \* \*

15. On motion, duly seconded and passed, the gift of \$5,000 to the Experiment Station was accepted and the President authorized to extend the thanks of the University to the Grayson Foundation.

\* \* \* \* \*

REFUNDS TO DRAFTED STUDENTS

September 15, 1941

President H. L. Donovan  
University of Kentucky

In Re: Refund of University Fees.

Dear President Donovan:

Under the present regulation of the Board of Trustees, there is an amount of \$5.00 per week retained for each week that a full-time student remains in school during the first nine weeks period of a semester. For non-resident students the ruling is the same except the amount retained is \$9.00 instead of \$5.00.

I have conferred with Dr. Leo Chamberlain, Registrar, relative to students enrolling and later being drafted into the Army, called as a Reserve Officer, or as a member of the National Guard.

We recommend that, for residents of Kentucky who are drafted or called as Reserve Officers, or as members of the National Guard, an amount of \$3.00 per week be retained, and an amount of \$5.00 per week for non-residents be retained for each week the student remains in school during the semester.

We feel that this modification should apply to students forced to leave school under the above terms.

Sincerely yours,

(Signed) Frank D. Peterson

Frank D. Peterson  
Comptroller.

\* \* \* \* \*

- 16. On motion, duly seconded and passed, the above recommendation concerning refunds to drafted students was approved.

\* \* \* \* \*

ACCIDENT INSURANCE FOR STUDENTS

September 15, 1941

President H. L. Donovan  
University of Kentucky

Dear President Donovan:

In the minutes of the Executive Committee of the Board of Trustees, dated July 25, 1941, the Comptroller was asked to investigate and report to the Executive Committee the question of accident insurance for students.

I have contacted a number of insurance companies and am attaching correspondence from the Provident Life and Accident Insurance Company, Home Office, Chattanooga, Tennessee. This is the most favorable proposition offered by any of the companies contacted.

Sincerely yours,

(Signed) Frank D. Peterson

Frank D. Peterson  
Comptroller.

(No action taken on this report).

APPOINTMENTS AND OTHER STAFF CHANGES.College of Arts and SciencesAppointments

Dr. Jack Rafter, physician in the Dispensary, at a salary of \$200 a month, from September 1, 1941, to February 1, 1942.

H. T. Overby, student assistant in the Department of Zoology, to take the place of L. W. Blakey, resigned, at the same salary -- \$40 a month for a double assistantship for ten months.

Clarence B. Ellison, graduate assistant in the Department of Chemistry, to give instruction to nurses for 1941-42, on a ten months basis, at a stipend of \$600.

Marian Spellman to do secretarial work, Department of Social Work, July 21-31 at a stipend of \$18.00.

John W. Travis, piano tuner for instruments in the Music Building, Memorial Hall, and the Music Room of the Student Union Building, at a salary of \$275 for the school year of ten months.

Nolan Fowler, graduate assistant in the Department of History for 1941-42, at a salary of \$50 a month.

Dr. Alexander T. Edelman, Assistant Professor of Political Science for the year 1941-42, at a salary of \$2,000 a year. He comes from the University of Tennessee.

Luther Delano Prater, graduate assistant in the Department of Political Science, at a salary of \$400 for the year 1941-42.

Ohmer Milton, part-time graduate assistant in the Department of Psychology, to handle two laboratory sections, at \$20 a month for ten months.

Ruth Hauser, half-time instructor in German for the year 1941-42 at a salary of \$750.00. She received her degree from the University of Chicago.

Dr. William F. Church, instructor in English History for the year 1941-42 at a salary of \$1425.

Henry Guhr, graduate assistant in Physics for the school year 1941-42, at a salary of \$500.00.

Wendell P. Cropper, graduate assistant in the Department of Chemistry at a salary of \$500 for the year 1941-42.

Dr. David R. Lincicone, instructor in the Department of Zoology for the year 1941-42 at a salary of \$1800. He comes from Tulane University.

Sallie Cannon, graduate assistant in the Department of Social Work for the academic year 1941-42 at a stipend of \$200.00.

Nancy Cleveland, part-time secretary in the Department of Social Work, at a salary of \$600 for ten months, September to June, inclusive.

Dr. Ford Messamore, part-time Instructor in History for the year 1941-42, at a salary of \$725.00.

Mrs. Patricia S. Robins, part-time secretary in the Department of History for the year 1941-42, at a salary of \$500.00 for the ten months.

Jewell Williams, nurse in the Dispensary, at \$50.00 a month and room in Jewell Hall and one-half of her board bill.

Private Julian E. Bosworth, assistant military storekeeper at \$100 for the year, replacing Sergeant Draper who has been assigned to duty at Randolph Field, Texas.

Jasper B. Shannon, Acting Head of the Department of Political Science during the leave of Professor Amry Vandenbosch.

Catherine Stewart, graduate assistant, as student case secretary for Dr. Ratliff, at \$40 a month for ten months.

Virgil Goodman, junior technician in the Department of Bacteriology, at a salary of \$300 on a ten months basis.

Sarah S. Gardner, Assistant Professor of Social Work for the academic year 1941-42 at a salary of \$2400 for the ten months.

Florence R. Miller, Instructor in Social Work for the academic year 1941-42, at a salary of \$2200 for ten months.

### Salary Adjustments

Peter Kurachek, part-time Instructor in Physical Education, at \$400, to have his salary increased \$200, and be given part of the teaching load that would ordinarily be carried by the graduate assistant.

Douglas Montondo, a senior majoring in Physical Education; appointed as student assistant in Physical Education at a stipend of \$200.

From the salary of Dr. E. S. Maxwell, \$400 be transferred to Lila Titsworth and L. C. Harrison, so that each will receive \$200, \$20 a month each for ten months. They are to assume an additional portion of the work in Hospital Laboratory Practice, thus relieving Dr. Maxwell, whose salary is to be reduced to \$50 a month.

Leaves of Absence

Assistant Professor Ellery L. Hall, leave of absence for the year 1941-42, on half-pay, on account of illness.

Associate Professor B. P. Ramsey, sabbatical leave on half pay for the year 1941-42.

Professor W. D. Funkhouser, sabbatical leave for the second semester of 1941-42, with full pay.

Assistant Professor H. B. Holmes, leave of absence on full pay for the first semester of 1941-42, on account of illness.

Professor Amry Vandebosch, leave without pay for the first semester of 1941-42, with the possibility of extension for the second semester; to receive full pay for the first half of September. Professor Vandebosch goes to Washington to join the staff of the Coordinator of Information as specialist on Belgium, Holland and the Dutch East Indies.

Resignations

Dr. M. C. Meyer, Instructor in the Department of Zoology.

J. B. Owen, student assistant in Zoology.

L. W. Blakey, student assistant in Zoology.

Ruth B. Haugen, Assistant Professor of Social Work.

John S. Newby, graduate assistant in the Department of Physics. Appointed at June meeting of the Board.

S. P. Schlesinger, graduate assistant in Mathematics. He is in the naval reserve and will go on active duty September 16.

Carl Hicks, graduate assistant in the Department of History.

Mrs. Lizzette Buchanan, secretary in the Department of History.

Leo Ashby, part-time Instructor in the Department of History.

E. R. Bradley, graduate assistant in the Department of Political Science.

Walter Tillmans, part-time Instructor in the Department of German.

Jack Hicksey, graduate assistant in the Department of Chemistry.

Margaret Zoeller, nurse in the Dispensary.

Elmer R. Jones, junior technician in the Department of Bacteriology.

H. G. Flanary, graduate assistant in Physics.

### College of Agriculture

#### Appointments

Mr. Wilson Lowry Wright, Instructor in Animal Husbandry in the teaching division and Assistant in Animal Husbandry in the Experiment Station, on the basis of two thirds teaching and one third research, at a salary of \$2300 a year, effective September 1, 1941. He comes from the University of Illinois.

Dr. Ladd Loomis, assistant veterinarian in the Department of Animal Pathology, Experiment Station, at a salary of \$150 a month, effective when he reports for duty.

William B. Cherry, assistant in Bacteriology in the Department of Animal Pathology, Experiment Station, at a salary of \$125 a month, effective when he reports for duty.

J. Lane Fletcher, inspector in the Creamery License Section for the month of August, at a salary of \$100.

Dr. W. W. Matthews, assistant veterinarian in the Department of Animal Pathology, Experiment Station, at a salary of \$2100, effective when he reports for duty.

Frances Self, clerk in the Department of Agronomy, effective as soon as she reports for duty, at a salary of \$70 a month, payable from the Tennessee Valley Authority cooperative test-demonstration budget, which provides for this service.

Miss Pattie L. McCormack, clerk in the Department of Administration, Experiment Station, at a salary of \$960 a year, effective September 8, 1941.

Fred Boyd, graduate assistant in the Department of Farm Economics under the General Education Board grant, at a stipend of \$80 a month, effective September 23, 1941, and continuing through May 31, 1942.

Leaves of Absence

Clyde M. Richardson, Associate County Agent, Daviess County, granted military leave, effective August 23. Mr. Richardson is to be given fifteen additional days with pay, making his leave effective September 6, in accordance with the ruling of the Board of Trustees.

James P. Dye, County Agent, Robertson County, called for military service August 15, granted military leave with pay for fifteen additional days, in accordance with the ruling of the Board of Trustees.

William D. Kleiser, County Agent, Owen County, called for military service August 19, granted military leave with pay for fifteen additional days, in accordance with the ruling of the Board of Trustees.

Mary Hood Gillaspie, Home Demonstration Agent, Boone County, leave of absence without pay, effective September 1 and extending through October 31, 1941, on account of illness.

Resignation

Ruth Moore, Instructor in Home Economics, effective June 30, 1941.

College of Education

Mrs. Moss Patterson, assistant in the Bureau of School Service, at a salary of \$450 for the year 1941-42.

Nell Walton, first grade critic teacher in the University School at a salary of \$1600 for ten months. She comes from the principalship of a school in Montgomery, Alabama.

Frances Brown, critic teacher in Home Economics at Bryan Station School, at a salary of \$1500 for ten months; \$1200 to be paid by the Fayette County Board of Education and \$300 from Vocational Home Economics funds.

Thelma Monical, critic teacher in Home Economics at Lafayette High School, at a salary of \$1500 for ten months; \$1200 to be paid by the Fayette County Board of Education and \$300 from Vocational Home Economics funds.

College of CommerceAppointments

Marie Frazer, research assistant in the Bureau of Business Research, at a salary of \$640 for the year 1941-42 on a ten months basis.

Pattie McCormack, graduate secretarial assistant for the month of July, 1941. Miss McCormack's appointment, beginning in September, 1940, should have read for eleven months, ending July 31, 1941. The salary of \$30 for July is approved for payment in August.

Leave of Absence

Orba F. Traylor, Research Assistant in the Bureau of Business Research, for the year 1941-42, in order that he may represent himself as officially connected with research projects that are under way in the Bureau and which will be published during the year. Mr. Traylor has accepted a position as statistician for the Kentucky Department of Welfare.

LibraryAppointments

Sarah Hall, assistant in Periodicals and Binding Work in the University Library, at a salary of \$1400 on a twelve months basis, effective September 15, 1941.

Mary Jane Stallcup, assistant to the department librarian, to succeed Miss Virginia Michaelis, resigned. She is to receive the same salary, \$1500 on a twelve months basis, effective September 22, 1941.

Resignation

Virginia Michaelis, assistant to department librarian, effective September 15, 1941.

Office of the Dean of Women

Appointments

Elizabeth Taylor, assistant manager of the residence halls for women, at a salary of \$1,000 for the year, payable in ten installments of \$100 each.

Mrs. B. K. Walters, housemother at the Kappa Delta sorority house, at a salary of \$100, payable in ten installments of \$10.00 each.

Division of Maintenance and Operation

Thomas D. Boyd, Assistant in the Division of Maintenance and Operation, effective September 2, 1941. It is recommended that the position not be filled.

Student Union Cafeteria

Mrs. Marie Marcum Moran, dietitian assistant to Miss Alberta Limbach, at a salary of \$100 a month, effective September 1, 1941.

\* \* \* \* \*

17. On motion, duly seconded and passed, the salary adjustments, appointments and other staff changes recommended by President Donovan were approved.

\* \* \* \* \*

18. Suit of Charles Lamont Eubanks.

The following letter from the Attorney General, Hubert Meredith, was read by President Donovan:

COMMONWEALTH OF KENTUCKY  
ATTORNEY GENERAL'S OFFICE

September  
Fifteenth  
1941

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

Dear Sir:

According to newspaper reports, a negro has sued to compel the University to accept him as a student. It is duty of this department to represent you, if you desire it. The purpose of this letter is to advise you that we are ready to undertake the defense of this action in the event you desire us to represent you. If so, we would like to have the cooperation of your law department and would like to arrange for a conference with you and such of your law teachers as are willing to assist us, where we can outline the procedure to be followed.

Anxiously awaiting your reply, and with my best wishes, I remain

Very sincerely yours,

(Signed) Hubert Meredith

Hubert Meredith  
Attorney General

After discussion of the case, and on motion, duly seconded and passed, the following Committee was appointed with power to act:

President H. L. Donovan  
Judge Richard C. Stoll  
James Park  
Judge John Cooper, and  
R. P. Hobson.

After full consideration, the above named Committee authorized the President of the University to accept the offer of Attorney General Meredith to represent the University in this suit, and to offer such cooperation and assistance as is requested by the Attorney General.

On motion, duly seconded and passed, the Board of Trustees adjourned to go to Maxwell Place where they were delightfully entertained at luncheon by President and Mrs. Donovan.

W. Gayle Starnes  
Secretary of the Board of  
Trustees