

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, March 17, 1950.

The Executive Committee of the University of Kentucky met in the President's Office at 10:30 a.m., Friday, March 17, 1950. The following members were present: R. P. Hobson, Harper Gatton, John C. Everett, and H. D. Palmore. Absent: Guy A. Huguelet. President H.L. Donovan and Secretary Frank D. Peterson met with the Committee.

The absence of Mr. Guy A. Huguelet, Chairman of the Executive Committee, was due to a recent operation, from which he is recovering. Mr. Hobson was appointed Chairman of the Executive Committee pro tem.

A. Approval of Minutes.

The minutes of the Executive Committee of February 17, 1950, were approved as published.

B. Report of the Comptroller.

The Comptroller submitted balance sheet of University funds, as of February 28, 1950, together with supporting statements of fund and budget operations for the current period which began July 1, 1949, and ended February 28, 1950.

The balance sheet and operating statements were examined, and the members being advised, upon motion duly made, seconded and carried, the report of the Comptroller was accepted and ordered filed.

C. Purchase of Dicker Property.

President Donovan reported that, at the meeting of July 12, 1940, the Executive Committee of the Board of Trustees approved a lease-purchase agreement for the real estate of Mrs. J. B. Dicker, located at 117 Washington Avenue, same being lot No. 29, Graham Addition, City of Lexington, Ky., with improvements thereon. The purchase agreement provided that the University was to pay to Mrs. J. B. Dicker \$1,000.00 cash and \$28.00 per month for a period of ten years from the date of the agreement. The agreement, dated October 31, 1940, was placed as a trust deed in the hands of the First National Bank and Trust Company, Lexington, Ky. The conditions of the agreement have been complied with to date.

On February 20, 1950, Mrs. Mary (J.B.) Dicker died. Under the trust deed agreement, in the event of the death of Mrs. Dicker, the house was to be turned over to the University of Kentucky and the monthly installments of \$28.00 for the remaining part of the period of ten years were to be made to her son, John B. Dicker.

It was recommended that, since the University has possession of the house, and the monthly installments of \$28.00 will be due for the months of April 1-October 31, 1950, that the University offer to pay the installments to the First National Bank and Trust Company, for the son, John B. Dicker, provided the bank will turn over the trust deed with the understanding that in the event John Dicker should die prior to October 31, 1950, such portions as may not be due, according to the agreement, be refunded to the University. This would enable the University to receive deed to the property, make its own arrangements for insurance on the property, and stop the payment of taxes thereon.

The Committee, being thoroughly advised as to the conditions, upon motion duly made, seconded and carried, authorized the Comptroller to make such offer to the First National Bank and Trust Company and complete settlement, if agreeable to the First National Bank and Trust Company.

D. Revision of Contract with Kentucky Utilities Company.

President Donovan stated that the University had entered into a contract with Kentucky Utilities Company under date of July 16, 1948, whereby, among other things, the University agreed to pay to the company the sum of \$1.00 per year for each pole on which facilities are installed for the sole use of the University of Kentucky.

The Kentucky Utilities Company now proposes that, since the number may change from year to year and other minor details requested, and since the amount of money involved under the provisions is small, the company offer to delete from such contract that part of Article 7 relating to said poles, and requests the University to concur therein.

Upon motion duly made, seconded and carried, the request was approved and President Donovan was authorized to accept the amendment on behalf of the Board of Trustees of the University of Kentucky, and to express the very deep appreciation of the Committee for the action of the Company.

E. License Agreement, Tocco Process.

A license agreement with the Ohio Crankshaft Company, Cleveland, Ohio, for the use of the Tocco Process was submitted. It was explained that the Ohio Crankshaft Company has developed a process of high-frequency induction heat treatment, et cetera, and, desiring to protect its method and its patent license, makes such an agreement with all users of Tocco units.

The University is now the owner of a 75 K.W. unit which it desires to exchange with the Ames Baldwin Wyoming Company for a new 15 K.W. unit, since the 75 K.W. unit is too large for University needs.

It was further explained that, since the University now has an agreement with the Ohio Crankshaft Company for the use of the 75 K.W. Tocco unit, it becomes necessary to assign the license. It was recommended that the license agreement on the 15 K.W. Tocco unit to the University of Kentucky, and the assignment of the license agreement

for the 75 K.W. Tocco unit of the University of Kentucky to the Ames Baldwin Wyoming Company be approved.

Upon motion duly made, seconded and carried, the recommendation was concurred in.

F. U. S. Atomic Commission Contract Modified.

The University now holds a contract with the United States Atomic Commission, Oak Ridge, Tennessee, Isotopes Division, whereby we may order and receive by-product materials from the Commission. The Chemistry Department of the University desires to secure from time to time by-product materials that are radioactive, and the United States Atomic Energy Commission has suggested the following modification of the contract:

"16. The applicant expressly agrees that these terms and conditions are applicable to all radioactive materials procured from or on an authorization from the Commission, whether such materials were originally produced by, or are irradiated in, or otherwise obtained from, a nuclear reactor, a cyclotron, or any other source."

Upon motion duly made, seconded and carried, the modification of the contract was authorized accepted and executed on behalf of the University.

G. Agreement with Berea College for Blueberry Breeding.

President Donovan submitted a proposed agreement with Berea College for cooperative investigation in blueberry breeding. He said the object of the agreement is to establish breeding stocks on soils suitable for growing blueberries and for testing seedling hybrids.

The University will pay Berea College an annual rental of \$25.00, will pay for material and labor for fencing, and will employ labor to take care of the operation of the project. It was further agreed that the agreement may be terminated at the end of any calendar year.

Upon motion duly made, seconded and carried, the cooperative agreement was authorized executed on behalf of the Experiment Station of the University of Kentucky.

H. Psychological Study Fee Approved.

President Donovan stated that the Department of Psychology, through the College of Arts and Sciences, had recommended a charge to parents who bring their children for psychological study. A fee of \$5.00 per case was suggested. The fee, if approved, would be used to purchase toys needed in the test case studies which are made a part of Psychology course No. 240A.

President Donovan recommended that the fee of \$5.00 per case be authorized, and upon motion duly made, seconded and carried, the recommendation of the President was concurred in.

I. Gifts:

From The Lexington Community Y. M. C. A.

President Donovan stated that he was in receipt of a letter from Dean White, reporting that The Lexington Community Y. M. C. A. wished to make available to the University twenty scholarships, consisting of incidental fees, room and board, for outstanding men who desire to register in Physical Education courses having to do with recreation and camping. He stated that the board of selection would consist of a joint committee from the Department of Physical Education and The Community Y. M. C. A., and the scholarships would be given with the following purposes in mind--to encourage students with outstanding leadership ability and moral standards to obtain training in the recreational field; and to provide well-trained counselors at Camp Daniel Boone, the summer camp of The Community Y. M. C. A. for children.

President Donovan recommended that the scholarships be accepted, and upon motion duly made, seconded and carried, the Executive Committee authorized acceptance of twenty scholarships from The Community Y. M. C. A., under the conditions as above stated, and requested the President to write a letter of appreciation to the donors.

From Mr. Harry W. Schacter, President,
Committee for Kentucky, Louisville,
Ky.

President Donovan presented the following letters:

Louisville, Kentucky

February 18, 1950

Dear Dr. Donovan:

When I first began writing my book- KENTUCKY ON THE MARCH - I announced that I would turn all Royalties received over to the Committee for Kentucky.

Although the book has been unusually successful for a book of its kind, the first royalty check will not be due until well after March 1, 1950, when The Committee will cease operations.

Since I feel not only a legal but a spiritual obligation to the University of Kentucky to turn everything of value over to the University, I would like to inform you that it is my intention to turn all royalties on my book (without exception) as and when they are received in the future, over to the Bureau of Community Service of the University of Kentucky.

Sincerely,

(Signed) Harry W. Schacter

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

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COMMITTEE FOR KENTUCKY

February 18, 1950

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

Dear Dr. Donovan:

In accordance with the By-Laws of the Committee for Kentucky we have agreed, on dissolution of The Committee, to turn everything we possess over to an Educational Institution.

It seemed to the Directors of the Committee both fitting and proper that the University of Kentucky in general, and its Bureau of Community Service in particular, should be the heir to everything we possess, both of a spiritual as well as of a physical value.

We have already made arrangements to turn over to the University all of our files and reports. We estimate that there will be left in the Treasury somewhere between \$800 and \$1,000 after all bills are paid. In view of this, it is my pleasure to turn over to you check for \$500 on account, with the understanding that as soon as all the bills have been paid and the books audited, we will turn over to you check for the entire balance of the account.

We are entrusting to your care more than six years of tremendous and devoted effort on the part of a great many Kentuckians. We feel confident that the University will receive that in faithful trust and turn it to good advantage for the benefit of the people of Kentucky.

Sincerely yours,

(Signed) Harry W. Schacter.

President Donovan stated that words could not convey his feeling of gratification at the honor bestowed upon the University in becoming the heir, both physical and spiritual, of the Committee for Kentucky. He said that this institution would endeavor to live up to the high standing of the Committee for Kentucky and to carry on, through the Bureau of Community Service, the work they have so successfully pursued during the last several years. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the Executive Committee ordered that the gift of Mr. Harry W. Schacter and the Committee for Kentucky be accepted, and they requested that the President convey to Mr. Schacter the gratification of the Committee and the University at receiving this high honor.

From Mr. Harry O. Wyse, Lexington, Ky.

President Donovan presented letter of Dean D. V. Terrell to Vice President Chamberlain.

March
Tenth
1950

Dr. Leo M. Chamberlain
President, Kentucky Research Foundation
University of Kentucky

My dear Doctor Chamberlain:

I am enclosing herewith a check from Mr. Harry O. Wyse for \$500.00 which is for the support of an award to a Freshman in any branch of Engineering at the University of Kentucky. This award is to be made, by the Scholarship Committee of the University of Kentucky, to a recent graduate of a Kentucky high school, and consideration is to be given to need, character and scholastic ability. This scholarship is to be known as the Harry O. Wyse Scholarship. It is for one year and is to become available in the fall of 1950. Mr. Wyse will be in position to offer the student summer employment and, perhaps, enter into a cooperative plan with him after the first year.

It is likely that Mr. Wyse will renew this scholarship on a yearly basis. You will remember him as the Contractor who did such a good job for us in the construction of the stadium.

Yours very truly,

(Signed) D. V. Terrell
Dean.

President Donovan said that he felt a profound appreciation for the interest of Mr. Wyse in some young man who probably would not be able to attend college without the aid of a scholarship, and he recommended acceptance of the gift.

Upon motion duly made, seconded and carried, the gift of \$500.00 for a scholarship in the College of Engineering was ordered accepted, and President Donovan was requested to write a letter of appreciation to Mr. Wyse.

From Phi Eta Sigma.

President Donovan stated that he had received a communication from Dean White, asking permission for the Kentucky Chapter of Phi Eta Sigma to grant a \$50.00 award to an outstanding freshman on the basis of scholarship and need. He said that they anticipated that this would be an annual award, and recommended that it be accepted.

Upon motion duly made, seconded and carried, the Executive Committee authorized acceptance of a \$50.00 award from Kentucky chapter of Phi Eta Sigma, and asked the President to convey their thanks to Dean White and Phi Eta Sigma.

From Kentucky Brewers Association,
Louisville, Ky.

President Donovan reported that the University was the recipient of check for \$900 to cover three scholarships for the 1950-51 school year, presented by the Kentucky Brewers Association, Louisville, Ky. He stated that this grant would aid the University materially in its program of assistance to worthy young people, and recommended that it be accepted by the Committee.

Upon motion duly made, seconded and carried, the gift of \$900 from the Kentucky Brewers Association, Louisville, Ky., was ordered accepted, and President Donovan was requested to thank the donors.

From Central Warehousing Corporation,
Lexington, Ky.

President Donovan reported receipt of check for \$1,500 from Central District Warehousing Corporation, for the use of the Kentucky Research Foundation. He recommended that the gift be accepted, and upon motion duly made, seconded and carried, the check for \$1,500 from Central District Warehousing Corporation was ordered accepted, and the President was requested to express the appreciation of the Executive Committee for the gift.

J. Off-Campus Work Approved.

The President reported that Dean M. M. White has requested permission for Dr. Graham B. Dimmick to serve as psychological consultant, without compensation, at the Eastern State Hospital.

He said that Dean White also requests permission for Dr. C. W. Hackensmith to serve as consultant, without compensation, for the recreation program at Eastern State Hospital.

A third request was made for Professor H. E. Wetzel to serve, without compensation, as consultant in the field of social work for the Eastern State Hospital.

President Donovan stated that these requests came from Dr. L. S. Noland, Superintendent of the Hospital, and he was recommending that approval be given.

Upon motion duly made, seconded and carried, the recommendations of the President were concurred in.

K. Change of Work for S. C. Jones.

President Donovan submitted a recommendation of Dean Cooper for change-of-work for Mr. S. C. Jones, Field Agent in Agronomy. Mr. Jones will attain the age of 70 years on April 13, 1950. Dean Cooper recommended that, effective May 1, Mr. Jones be given change-of-work status and be designated as soil technologist, with the special assignment that he be available and write upon the agricultural geology of Kentucky as related to soils and farming systems. He may also be called upon to serve in an advisory capacity on matters dealing with soil development and fertility. Mr. Jones may, when necessary, travel with members of the Experiment Station staff in relation to any particular type of work in which he is called upon to assist.

It was further reported that Mr. Jones has been a member of the Experiment Station staff since January 1, 1920, having served a period of thirty years and four months. Mr. Jones at the age of 65 was receiving a salary of \$3,500. On this basis, he is entitled to 50 $\frac{1}{2}$ % or \$1,767.50 a year, payments to be from Extensior Fund.

President Donovan recommended that the request of Dean Cooper be approved, and upon motion duly made, seconded and carried, the recommendation of the President was concurred in.

L. Change of Work for Oliver M. Shedd.

Dean Cooper reported, through President Donovan, that Mr. O. M. Shedd, Research Chemist, Section of Minor Elements, Department of Agronomy, Experiment Station, attained the age of 70 years on March 8, 1950, and is now eligible for change of occupation. Dean Cooper recommended that Mr. Shedd be designated as a chemist, with special assignment of examining data and preparing a manuscript on the magnesium content of Kentucky limestone, with the further duty of serving as consultant as to Kentucky limestones and their analysis.

Mr. Shedd was employed on October 1, 1902, and will have served until April 1, 1950, the effective date of change-of-work. His salary at the age of 65 was \$2,300. Under our change-of-work plan, Mr. Shedd would be entitled to 67½% of his salary, or \$1,552.50 per annum.

President Donovan recommended that the change-of-work assignment for Mr. Shedd be approved and that Mr. Shedd be paid the amount due, based upon 67½% of his salary at the age of 65.

M. Option to Purchase Beta Psi House Corporation on Corner of Rose and Columbia Avenues.

President Donovan stated that the Board of Trustees at its meeting April 5, 1949, approved a report of the Committee on Buildings for Sororities and Fraternities which in substance provides that organizations may request the University to construct or purchase houses to be used as small dormitories when the sorority or fraternity furnishes land, cash or equity in the project equal to 25% of the cost of the building. He further stated that the site and the plans and specifications must be approved by the University and that the University would give a renewable lease to the organization so long as the property was used for the housing of students in attendance at the University. He stated that the lease would be for an amount sufficient to pay insurance, utilities, annual maintenance expenses and debt amortization.

President Donovan reported that the Beta Psi House Corporation of Alpha Delta Pi now owns two lots at the corner of Rose and Columbia Avenue, known as 474 and 476 Rose Street, and that the house corporation had presented plans and specifications for a chapter house that would accommodate thirty-six girls. Bids were requested for the construction of a chapter house.

A contract was submitted with Forbes & Taylor, general contractors, in the amount of \$62,558.00 to furnish all labor and material of every kind necessary to complete the house according to plans and specifications prepared by Warfield Gratz, architect, and revised plans and addendum to the original specifications with exception of plumbing,

gas fittings, heating, electrical wiring and fixtures.

A second contract was submitted between the Beta Psi House Corporation of Alpha Delta Pi and Charles W. Buford, heating contractor, in the sum of \$11,955.40 to furnish all labor and materials of every kind necessary to complete the plumbing, gas fittings, downspouts, drains and heating in the house according to plans and specifications.

A third contract was submitted between the Beta Psi House Corporation of Alpha Delta Pi and the Enterprise Electric Company in the sum of \$1,810.00 to furnish all labor and materials of every kind necessary to complete the electrical wiring in the new house according to plans and specifications.

It was further reported that the total cost, including the architect and supervision fee, would aggregate \$80,903.40, not including the appraised value of the lots, which has been fixed at \$17,000.00. The Beta Psi House Corporation of Alpha Delta Pi has agreed to furnish the lot and \$4,903.40 in cash and to finance the construction of the chapter house at a total cost of land and building approximating \$97,903.40.

President Donovan recommended that the Executive Committee, subject to the approval of the State Property and Buildings Commission, give an irrevocable offer to the Beta Psi House Corporation of Alpha Delta Pi to purchase the chapter house when constructed and completed in accordance with the plans and specifications which have been heretofore approved and filed with the University of Kentucky for the sum of \$76,000.00. The purchase price shall include the tract of land, together with the buildings and improvements thereon upon completion of the building now proposed to be erected by the Corporation. It is further understood that any changes from the plans and specifications now on file at the Comptroller's Office, University of Kentucky, shall be subject to the approval of a committee appointed by the President of the University, and consented to in writing by the Comptroller.

It is further provided and understood that notice of the election of the Beta Psi House Corporation of Alpha Delta Pi to accept the offer shall be given to the Secretary of the Board of Trustees not less than ninety days prior to the completion of the building and provided further that the Beta Psi House Corporation of Alpha Delta Pi delivers to the Board of Trustees a proper deed of general warranty conveying to the Commonwealth of Kentucky for the use and benefit of the University of Kentucky a good record and marketable title to said property free and clear of all encumbrances with a proper abstract of title and plat of said property, as required by law.

It is further agreed and understood that, if Beta Psi House Corporation of Alpha Delta Pi decides to accept the irrevocable offer to purchase, all conditions being complied with, the University would purchase the property through the issuance of revenue bonds not to exceed the sum of seventy-six thousand dollars (\$76,000.00).

The members of the Committee discussed the recommendation at length, and being duly advised of the ability of the Beta Psi House Corporation of Alpha Delta Pi to carry such indebtedness, upon motion duly made, seconded and carried, approved the request and concurred in the recommendation.

N. Authorization for Return of Coupons.

President Donovan read the following letter from the Comptroller:

March 16, 1950

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

My dear President Donovan:

Pursuant to authorization of the Board of Trustees, the bond issue for the construction of dormitory at 456 Rose Street (Chi Omega) was called. We paid the premium and interest to date of surrender. All bonds were surrendered, and are now in the hands of the Comptroller. The premium and interest on all bonds were collected with the exception of the interest due on six or seven coupons. Upon rechecking the bonds we noticed some coupons had not been clipped by the owners of the bonds before the bonds were surrendered. Since the required amount of money had been deposited with the Security Trust Company for premium and interest, this office forwarded the coupons in question to the paying agent for payment.

I attach hereto check from the paying agent in the amount of \$64.96 representing the interest due to an unknown party. I submit the matter for direction.

Respectfully yours,

(Signed) Frank D. Peterson,
Comptroller.

Upon motion duly made, seconded and carried, the Comptroller was authorized to deposit \$64.96 in the Restricted Account and hold for further authorization from this Committee.

O. Purchase of Houses and Lots at 353 Rose Street and 264 College View Avenue.

President Donovan recommended the purchase of house and lot at 353 Rose Street. This is a weatherboarded house consisting of six rooms and full bath on the first floor and a partially finished room in the attic. The house is heated by coal and gas and has been recently painted outside and partially painted inside. There is a workshop at the rear of the house 20'x20'. The lot is approximately 37 feet in front and 90 feet deep. The roof of the house is in good condition. The recommended purchase price is \$7,850.

President Donovan also recommended purchase of house and lot at 264 College View Avenue. This is a weatherboarded house with six rooms and full bath downstairs and a room in the attic. The house is heated by coal and gas. The lot is 35 feet in front and between 90' and 98' in depth. The roof seems to be in good condition. The recommended purchase price is \$6,000.00.

It was reported that these houses are situated within the block occupied by Memorial Coliseum.

After some discussion, upon motion duly made, seconded and carried, the house and lot at 353 Rose Street were ordered purchased at \$7,850.00 and the house and lot at 264 College View Avenue were authorized purchased for the sum of \$6,000.00. Funds necessary for these purchases were ordered taken from the Haggin Account.

P. Sale of Old Steam Condenser.

President Donovan read the following letter:

March 16, 1950

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

My dear President Donovan:

Messrs. J. M. Moward and E. B. Farris report that according to the terms of the contract for the addition to the Central Heating Plant, the existing steam condenser in the pit behind the existing Boiler #3, is to be moved from its present position and delivered to the University outside the building for whatever purpose we desire.

I am advised by the engineers that this condenser is an old piece of apparatus, the tubes and parts of which are deteriorated to the extent that it is of no value except as scrap material. This being true, it would seem

unwise to store this apparatus or try to find a purchaser except as scrap material. I have secured three bids from local scrap metal dealers for this piece of equipment delivered to their scrap yards as follows:

Harry Gordon Scrap Material	\$24.06/net ton
Kentucky Scrap Material Company	17.00/net ton
Wides & Baker	20.53/net ton

The equipment will weigh approximately six tons. May I have your approval to dispose of this piece of equipment as scrap?

Respectfully submitted,

(Signed) Frank D. Peterson,
Comptroller.

Upon motion duly made, seconded and carried, the Comptroller was authorized to accept the high bid of Harry Gordon Scrap Material, and dispose of same.

Q. Budget Changes.

President Donovan submitted the following letters reporting budget changes:

March 16, 1950

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

Dear President Donovan:

The following budget changes have been recorded to the Division of Colleges budget:

<u>Budget Unit</u>	<u>Account No.</u>	<u>Debit De-</u> <u>creases</u>	<u>Credit</u> <u>Increases</u>
Stenographic Bureau	240-1		\$ 125.00
Chemistry	370-1	\$ 831.60	
Agronomy	760-1		325.00
Animal Industry	770-1		1,050.00
Pharmacy	1140-1	2,707.30	
Northern Ky. Extension Center	1320-1		950.00
Maintenance and Opera- tion of Plant	1450-1		<u>1,065.00</u>
Total		\$ 3,538.90	\$ 3,515.00
Increases		<u>3,515.00</u>	<u>3,515.00</u>
Net Decrease		<u>\$ 23.90</u>	

After Board approval the net decrease should be transferred to the Division of Colleges unappropriated surplus.

I also recommend that the Estimated Income be increased by the following items:

Miscellaneous Income	\$50,700.00
Northern Kentucky Ex- tension Center	<u>950.00</u>
Total	<u>\$51,650.00</u>

Respectfully submitted,

(Signed) Frank D. Peterson,
Comptroller.

March 16, 1950

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

Dear President Donovan:

The following changes in the Experiment Station budget have been recorded:

<u>Budget Unit</u>	<u>A/C No.</u>	<u>Increase</u>
Animal Husbandry	2065	\$11,364.22
Dairy Center Construction	2165	5,000.00
Dairy Center Construction (College Plant)	7020A	<u>1,000.00</u>
Total Budget Increase		<u>\$17,364.22</u>

After Board approval these changes should be charged against the unappropriated surplus of the Experiment Station.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

March 16, 1950

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

Dear President Donovan:

The following changes should be recorded in the Haggin Fund budget:

<u>Budget Account</u>	<u>Increase</u>
Instruction	\$ 400.00
Foreign Exchange Scholarship	<u>1,737.70</u>
Total Increase	<u>\$ 2,137.70</u>

The total increase should be charged to the General Haggin Account.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller

Upon motion duly made, seconded and carried, the budget changes recommended for the Division of Colleges, showing net decrease of \$23.90, and an increase in the estimated income of \$51,650.00 were authorized made; budget changes consisting of \$17,364.22 in Experiment Station accounts, were approved; and the appropriation of \$2,137.70 from the Haggin Fund for Foreign Exchange Scholarship and Instruction was authorized.

R. Contracts and Purchases Approved and Appropriation Authorized.

President Donovan read the following letter:

March 15, 1950

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

My dear President Donovan:

Bids have been received on the following items requisitioned for the Memorial Coliseum:

1. Draperies for two storage rooms. We requisitioned velour embroidered monogram draperies, flameproof, to be pleated in 50% fullness. Four bids were received, ranging from \$949.00 to \$1500.00. We recommended that the Knoxville Scenic Studios be awarded the contract with the low bid of \$949.00.

2. Stage. We requisitioned a stage that could be taken down in sections and still be strong enough to support any reasonable weight placed on the stage. The dimensions are 40' x 70'. Two bids were received. The General Company of Cincinnati, Ohio, submitted the low bid, and the only bid based upon the specifications, in the amount of \$6889.52. We recommended that this company be awarded the contract.

3. Folding Chairs. It is thought that we should purchase 151 single folding chairs and 2349 folding chairs in gangs of threes. We recommended that the contract be awarded to the low bid of the two bidders meeting the specifications, at the following prices: 151 single chairs at \$4.87 and 2349 folding chairs in gangs of threes at \$5.61. Of the four bids received, two did not meet specifications. Standard Printing Company was the low bidder.

4. Sidewalk, grading, seeding and sodding. Four bids were received, ranging from \$33,500.00 to \$55,449.00. The McGraw Engineering Company of Lexington submitted the low bid of \$33,500.00, the work to be completed within a hundred days.

I talk4d to Mr. McGraw, who advised me all the work in front of the Coliseum will be completed within fifty days; but that it would be impossible to complete the work on the north, east and west sides prior to the completion of the retaining wall on the north side of the building. We recommended that the McGraw Engineering Company be awarded the contract.

Sincerely yours,

(Signed) Frank D. Peterson
Comptroller.

Upon motion duly made, seconded and carried, the purchases and contracts were authorized, and the sum of \$50,350.00 ordered appropriated from the unappropriated surplus and transferred to Account No. 1680.

S. Best Wishes and Commendation Extended to President Donovan.

The members of the Executive Committee took note that this was the 63rd birthday of President Donovan, and extended to him good wishes for his continued success. They expressed their absolute confidence in his administration and their appreciation for what he has done and is doing.

T. 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

John William Worrell, Assistant Professor, Department of Music, twelve months basis, effective July 1, 1950.

Thelbert Ross Moore, reappointed as Research Assistant, Department of History, effective February 1, 1950, for four months.

Frank C. Duff, Graduate Assistant, Department of Political Science, for four months, effective February 1, 1950.

Carl E. Hendrickson, Assistant Professor, Department of Botany, twelve months basis, effective September 1, 1950.

William G. Smith, reappointed Draftsman-Geologist, effective April 1, 1950, for three months.

Charles Calvin Rayburn, Graduate Assistant, Department of Physics, for four months, effective March 1, 1950.

Phil M. Miles, Assistant State Geologist, Kentucky Geological Survey, for ten months, beginning September 1, 1950.

Salary Adjustments

George R. Thomas, Assistant Geologist, Kentucky Geological Survey, effective April 1 to July 1, 1950. Mr. Thomas has been employed on an hourly basis, and now has adjustment in salary.

Mrs. Mildred Steele, Secretary, Department of Political Science, adjustment in salary, effective March 1 through June, 1950.

Mrs. Mary Elizabeth Fortune, Clerk-Stenographer, Office of the Dean, adjustment in salary, effective May 1 through June, 1950.

Mrs. Mamie R. Patterson, Secretary, Department of Military Science, adjustment in salary, effective May 1 through June, 1950.

Mrs. Aline B. Miller, Clerk-Stenographer, Office of the Dean, adjustment in salary, effective May 1 through June, 1950.

Leave of Absence

John H. Ubben, Assistant Professor of German, granted sabbatical leave for fall and spring semesters, 1950-51, in order to do research work.

Resignation

Bernd Ross, Graduate Assistant, Department of Physics, effective February 28, 1950.

College of Agriculture and Home Economics

Appointments

Benson Quisenberry, Assistant Entomologist, effective February 17, 1950.

Martin J. Pattyn, Field Agent in Agricultural Engineering, effective March 1, 1950.

Paul A. Thornton, Assistant Horticulturist, Western Kentucky Substation, effective February 20, 1950.

Mrs. Josephine Gardner, Clerk-Stenographer, Home Demonstration, Jefferson County, effective February 15, 1950.

George Elam, Laboratory Helper, effective April 1, 1950. Mr. Elam has been employed on a daily basis.

Melvin E. Jenkins, Laborer, Department of Animal Pathology, effective April 1, 1950. Mr. Jenkins has been employed on a daily basis.

James F. Thompson, Technical Assistant, Department of Farm Economics, effective February 17, 1950.

Clarice Blanford, Clerk, Agricultural Extension, Marion County, effective February 1 to March 31, 1950.

William D. Burgess, Jr., Assistant County Agent in Training, effective February 15, 1950.

Blanche Brown, Assistant Home Demonstration Agent in Training, effective March 1, 1950.

Geneva M. Warren, Clerk-Stenographer, Department of Animal Industry (Dairy), effective March 1, 1950.

Jack Walker, Assistant County Agent in Training, Perry County, effective March 1, 1950.

Polly Sue Frqzier, reappointed Clerk, Agricultural Extension, Marshall County, effective Jan. 1, 1950, to June 30, 1950.

Mrs. Joyce Thomas Mattingly, Clerk, Agricultural Extension, Lyon County, effective January 1, 1950, to June 30, 1950. Reappointment.

Hilda Todd, Clerk, Agricultural Extension, Calloway County, reappointed Clerk, effective January 1 to June 30, 1950.

Mrs. Emma Belle Gardner, Clerk, Agricultural Extension, Graves County, effective January 1 to June 30, 1950.

Ophelia D. Martin, Clerk, Agricultural Extension, Livingston County, effective January 1 to June 30, 1950.

Helen LaVerne Freeman, Clerk, Agricultural Extension, Calloway County, effective January 1 to June 30, 1950.

Margie Martini, Clerk-Stenographer, Records-Administration, effective March 7, 1950.

Mrs. Ruth Robertine Adams, Clerk-Stenographer, Administration, effective March 1, 1950.

Salary Adjustments

Jo Russell Turner, Home Demonstration Agent, Daviess County, adjustment in salary, effective February 1, 1950.

Althea B. Lowery, Laboratory Helper, Animal Pathology, adjustment in salary, effective April 1, 1950.

William H. Stroube, Student Assistant, Department of Agronomy, made Technical Assistant, adjustment in salary, effective March 1, 1950.

Claude Jones, Tractor Operator, made Farm Laborer, with adjustment in salary, effective March 1, 1950.

Harlon I. Crenshaw, County Agent, Metcalfe County, adjustment in salary, effective March 1, 1950.

Blanche Skinner, Home Demonstration Agent, Wayne County, adjustment in salary, effective March 1, 1950.

Mrs. Pauline Ellis Freels, Assistant Instructor, adjustment in salary, because of decreased teaching load, effective March 1, 1950.

Leaves of Absence

Robert B. Rankin, County Agent, Adair County, granted leave of absence, effective May 1, 1949, on account of illness.

Howard W. Beers, Professor of Rural Sociology; Head of the Department of Rural Sociology, now on leave, granted extension of leave of absence for an additional three months, effective May 1, 1950, through July 31, 1950, in order that he may complete his teaching duties in Greece.

Resignations

James F. Shane, Technical Assistant, Department of Agronomy, Experiment Station, effective February 25, 1950.

Caroline Smith, Clerk, Agricultural Extension, Marion County, effective January 31, 1950.

Phyllis H. Massey, Clerk-Stenographer, Department of Animal Industry, effective March 2, 1950.

Margaret Hansel, Home Demonstration Agent, Lincoln County, effective March 15, 1950.

Margaret Ann Lake, Clerk-Stenographer, Administration, effective February 23, 1950.

College of Engineering

Appointments

Robert Lewis Kimberly, Graduate Assistant, Engineering Experiment Station, for five months, effective February 1, 1950.

Ralph Bane Menser, Student Assistant, Engineering Machine Shop, effective February 1, 1950.

Forrest Raymond Washer, Student Assistant, Engineering Machine Shop, effective February 1, 1950.

James Russell Denham, Student Assistant, Engineering Machine Shop, effective February 1, 1950.

Ray Earon Herron, Student Assistant, Engineering Machine Shop, effective February 1, 1950.

Gino Carli, Student Assistant, Department of Electrical Engineering, effective March 1, 1950.

James N. Buckner, Student Assistant, Department of Electrical Engineering, effective March 1, 1950.

David H. Pruden, Student Assistant, Department of Electrical Engineering, effective March 1, 1950.

John Samuel Renfro, Student Assistant, Department of Electrical Engineering, effective March 1, 1950.

Resignation

James W. Woody, Graduate Assistant, Department of Electrical Engineering, effective January 31, 1950.

College of Education

Appointments

The persons listed below to assist in the off-campus student teaching program, for the second semester, 1949-50: Carolyn Lutkemeier, Loraine McKinney, Eleanor Ligon, Mrs. Winnie St. Clair Sanders, Ruth Averitt, Dorothea Smith, Maurine Collins, Mildred Elizabeth Sparks, Guthrie D. Brown, H. L. Davis, Ben T. Fagin, Tom Green, Ollie Leathers, Charlotte Hunt Phelps, Joe Russell.

Joseph A. Williams made director of the Bureau of School Services in addition to his duties as professor and Chairman of the Division of Educational Administration, effective March 1, 1950.

College of CommerceAppointments

Dorothy L. Schmidt, Reading Assistant, effective February 15, 1950, through May.

Joseph G. Dahlan, Reading Assistant, effective March 1 through May, 1950.

College of PharmacySalary Adjustment

Anne Garrison, Secretary to the Dean, adjustment in salary, effective April 1, 1950.

Graduate SchoolSalary Adjustment

Juanita H. Shely, Secretary, adjustment in salary, effective March 1, 1950.

Catherine S. Allen, Assistant Secretary, adjustment in salary, effective March 1, 1950.

Department of University ExtensionAppointment

Elizabeth Knight, Film Technician, effective March 1, 1950.

Resignation

Mrs. Marie Abbott, Film Technician, effective February 28, 1950.

Department of University ExtensionSalary Adjustments

E. Jean Dudley, Instructor (part-time) in Art, Northern Extension Center, adjustment in salary, effective February 1, 1950.

Dorothy Lykins, Instructor (part-time) in Mathematics, Northern Extension Center, adjustment in salary, effective February 1, 1950, for five months.

C. Perry Martin, Instructor (part-time) in Mathematics, Northern Extension Center, adjustment in salary, effective February 1, 1950, for five months.

Payment for teaching of two extension classes to: James W. Gladden, Earl K. Kauffman.

Registrar's Office

Salary Adjustment

Dorothy J. Everman, Clerk, salary adjustment, effective March 1, 1950.

University Personnel Office

Salary Adjustment

Mrs. Ruth Metcalf, Test Assistant, made Clerk, with adjustment in salary, effective March 15, 1950.

Resignation

Mrs. Jean Tupman, Clerk, effective March 4, 1950.

University Research

Appointment

Barbara Bonham, Typist, Department of History, transferred to University Research, as typist, Southern Travel Research Project, for four months, effective February 1, 1950.

Business Management and Control

Appointments

Mrs. Juanita Haydon Baker, Stenographer, Supervision of Service Units, effective March 1, 1950. Mrs. Baker has been employed by the hour on a trial basis.

Mrs. Catherine Moore, Clerk-Typist, G. I. Overhead, effective March 1, 1950. Mrs. Moore has been employed by the hour.

Mrs. Stanley Saunier, Clerk-Typist, Cashier's Office and half-time in Purchasing, effective March 1, 1950. Mrs. Saunier has been employed by the hour on a trial basis.

Madge Mitchell, Bookkeeping Machine Operator, effective March 1, 1950. Miss Mitchell was formerly employed on a trial basis.

Dorothy Leonard, Fiscal Analyst, effective March 1, 1950. Mrs. Leonard has been employed on a trial basis.

Salary Adjustments

Edith Miller, Senior Clerk-Stenographer, Purchasing and Stores, adjustment in salary, effective March 1, 1950.

Resignation

Gaylen Bell, Storeroom Clerk, effective March 20, 1950.

University Station Post Office

Salary Adjustments

Mrs. Edna Owings, Clerk, adjustment in salary, effective May 1, 1950.

Margaret Berryman, Clerk, adjustment in salary, effective May 1, 1950.

University Commons - Student Union Building

Appointment

Emogène Moore, Assistant Bookkeeper and Part-time Cashier, effective January 7, 1950.

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.

U. Adjournment.

Upon motion duly made, seconded and carried, the meeting of the Executive Committee was adjourned at 12:45 p.m. and the group went to the Student Union Building where they were joined by some of the wives of the members of the Committee, and by administrative officers and deans of several colleges, for a delightful luncheon in honor of the birthday of President Donovan.

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