

Irregularities

Minutes of the Meeting of the Board of Trustees of the University of Kentucky, April 25, 1952.

Pursuant to adjournment of the regular meeting of the Board of Trustees on April 1, the members of the Board met in the President's Office at 10:00 a.m., with the following members present: Governor Lawrence W. Wetherby, Chairman; Guy A. Huguelet, Vice Chairman; Mrs. Paul G. Blazer, J. C. Everett, Paul M. Basham, George M. Cheek, J. Woodford Howard, Herndon J. Evans, Wendell P. Butler, H. D. Palmore, and Carl Dempewolfe. Absent: Harper Gatton, R. P. Hobson, Dr. W. M. Coffee, and Ben S. Adams. President H. L. Donovan and Secretary Frank D. Peterson met with the Board.

A telegram was received from Mr. Gatton on the morning of the meeting expressing regret that he was unable to attend because of the illness of Mrs. Gatton.

Mr. Hobson called to report that he would be unable to attend because of the continuation of a case in the Federal Court which required his presence.

A. Approval of Minutes.

The minutes of the Board of Trustees of December 18, 1951; and the minutes of the Executive Committee of January 18 and February 16, 1952, were approved as published.

B. Report of the Comptroller.

The Comptroller made financial report consisting of balance sheet and operating statement of the various funds and accounts for the nine-months period ended March 31, 1952. He read the following summarized statement, and then presented the following financial report.


UNIVERSITY OF KENTUCKY
 LEXINGTON

April 17, 1952

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

My dear Doctor Donovan:

I submit herewith a balance sheet of University funds as of March 31, 1952, together with statements covering University fund transactions and budget operations for the period of nine months beginning July 1, 1951, and ending March 31, 1952.

The income received during the period for general and plant funds amounted to \$ 7,053,110.17. This amount was 100.75% of the budget estimate of \$7,000,054.64. The current general expenditures and encumbrances total \$ 5,241,587.28, which amount was 72.27% of the departmental appropriations of \$ 7,203,915.33. Plant fund expenditures and encumbrances amounted to \$ 318,270.91 or 61.30% of the budget estimate of \$519,169.98.

The unappropriated surplus for general and plant funds consists of the following:

Fund	Division of Colleges	Agri. Exp. Station	Agri. Ext.
General	\$ 482,715.81	\$ 222,600.91	\$ 2,616.36
Plant	<u>17,693.28</u>	<u>4,923.89</u>	<u> </u>
Total	<u>\$ 500,409.09</u>	<u>\$ 227,524.80</u>	<u>\$ 2,616.36</u>

Restricted fund balances on March 31, 1952, were as follows:

Fund	Division of Colleges	Agri. Exp. Station	Agri. Ext.
Restricted	<u>\$ 1,759,845.54</u>	<u>\$ 103,625.09</u>	<u>\$ 144,380.97</u>

Other fund balances on March 31, 1952, were as follows:

Fund	Principal	Bal. as to Income	Total
Loan Fund	\$ 62,797.61	\$ 24,459.85	\$ 87,257.46
Endowment Fund	200,228.18	2,727.26	202,955.44
Agency	<u> </u>	<u>74,018.98</u>	<u>74,018.98</u>
Total	<u>\$ 263,025.79</u>	<u>\$ 101,206.09</u>	<u>\$ 364,231.88</u>

Respectfully submitted,

(Signed) Frank D. Peterson
 Comptroller

University of Kentucky
BALANCE SHEET
As of March 31, 1952

A S S E T S

	<u>Division of Colleges</u>	<u>Agricultural Experiment Station</u>	<u>Agricultural Extension Division</u>	<u>Total</u>
<u>Current Funds:</u>				
<u>General:</u>				
Cash in bank	\$ 385,799.29	\$ 192,085.94	\$ 290,693.24	\$ 868,578.47
Petty Cash Adv.	2,002.59			2,002.59
<u>State Allotments:</u>				
Current Year	488,474.43	179,552.67	65,743.39	733,770.49
Prior Year	3,603.52	541.02	765.78	4,910.32
Revolving Funds	1,148,517.30	307,975.30		1,456,492.60
Receivables				
Inventories	504,181.02	41,693.00		545,874.02
Deferred Chgs.	111,768.20			111,768.20
Unreal. Income	86,622.99*	15,339.44	161.65*	71,445.20*
Total General	<u>\$ 2,557,723.36</u>	<u>\$ 737,187.37</u>	<u>\$ 357,040.76</u>	<u>\$ 3,651,951.49</u>
<u>Restricted:</u>				
Cash in Bank	\$ 1,066,307.69	\$ 88,225.09	\$ 144,380.97	\$ 1,298,913.75
Petty Cash Adv.	11,887.10	400.00		12,287.10
Investments	688,251.49	15,000.00		703,251.49
Total Restrict.	<u>\$ 1,766,446.28</u>	<u>\$ 103,625.09</u>	<u>\$ 144,380.97</u>	<u>\$ 2,014,452.34</u>
Total Current	<u>4,324,169.64</u>	<u>840,812.46</u>	<u>501,421.73</u>	<u>5,666,403.83</u>
<u>Plant Funds:</u>				
<u>Unexpended:</u>				
Cash in Bank	\$	\$	\$	\$
Revolv. Funds	197,601.93	87,282.38		284,884.31
Receivables				
Unreal. Income	18,389.67			18,389.67
Total Unexp.	<u>\$ 215,991.60</u>	<u>\$ 87,282.38</u>	<u>\$</u>	<u>\$ 303,273.98</u>
<u>Investment in Plant:</u>				
<u>Construction</u>				
Authorized	\$	\$	\$	\$
Fixed Assets	28,580,431.72	2,907,416.73		31,487,848.45
Tot. Invested	<u>\$28,580,431.72</u>	<u>\$2,907,416.73</u>	<u>\$</u>	<u>\$31,487,848.45</u>
Total-Plant	<u>\$28,796,423.32</u>	<u>\$2,994,699.11</u>	<u>\$</u>	<u>\$31,791,122.43</u>
	<u>Loan</u>	<u>Endowment</u>	<u>Agency</u>	
<u>Other Funds:</u>				
Cash in Bank	\$ 2,795.11	\$ 3,373.48	\$ 59,018.98	\$ 65,187.57
Notes Receiv.	8,962.35			8,962.35
Investments	75,500.00	199,581.96	15,000.00	290,081.96
Total Other Fnds	<u>\$ 87,257.46</u>	<u>\$ 202,955.44</u>	<u>\$ 74,018.98</u>	<u>\$ 364,231.88</u>
Total Assets				<u>\$37,821,758.14</u>

*Negative figure.

University of Kentucky
BALANCE SHEET
As of March 31, 1952

L I A B I L I T I E S

	<u>Division of Colleges</u>	<u>Agricultural Experiment Station</u>	<u>Agricultural Extension Division</u>	<u>Total</u>
<u>Current Funds:</u>				
<u>General:</u>				
Petty Cash Liabil.	2,002.59	\$	\$	\$ 2,002.59
<u>Res. for Encumb.:</u>				
Current Year	154,488.67	90,989.21		245,477.88
Prior Year	40,716.30	832.37		41,548.67
Res. for Invent.	504,181.02	41,693.00		545,874.02
Other Liabilities	111,768.20			111,768.20
Unapprop. Surplus	482,715.81	222,600.91	2,616.36	707,933.08
Approp. Bals.	1,261,850.77	381,071.88	354,424.40	1,997,347.05
Total General	\$ 2,557,723.36	\$ 737,187.37	\$ 357,040.76	\$ 3,651,951.49
<u>Restricted:</u>				
Outstand. Cks.	\$ 6,600.74	\$	\$	\$ 6,600.74
Restr. Bals.	1,759,845.54	103,625.09	144,380.97	2,007,851.60
Total Restr.	\$ 1,766,446.28	\$ 103,625.09	\$ 144,380.97	\$ 2,014,452.34
Total Cur.	\$ 4,324,169.64	\$ 840,812.46	\$ 501,421.73	\$ 5,666,403.83
<u>Plant Funds:</u>				
<u>Unexpended:</u>				
<u>Res. for Encumbrances:</u>				
Current Year	\$	\$ 79,757.74	\$	\$ 79,757.74
Prior Year				
Surplus Funds	17,693.28	4,923.89		22,617.17
Approp. Bals.	198,298.32	2,600.75		200,899.07
Total Unexp.	\$ 215,991.60	\$ 87,282.38	\$	\$ 303,273.98
<u>Investment in Plant:</u>				
Bonds Payable	\$ 2,766,500.00	\$	\$	\$ 2,766,500.00
Net Invested	25,813,931.72	2,907,416.73		28,721,348.45
Total Invest.	\$28,580,431.72	\$2,907,416.73	\$	\$31,487,848.45
Total Plant	\$28,796,423.32	\$2,994,699.11	\$	\$31,791,122.43
	<u>Loan</u>	<u>Endowment</u>	<u>Agency</u>	
<u>Other Funds:</u>				
Bal. as to Prin.	\$ 62,797.61	\$ 200,228.18	\$	\$ 263,025.79
Bal. as to Income	24,459.85	2,727.26	74,018.98	101,206.09
Total Other Fnds	\$ 87,257.46	\$ 202,955.44	\$ 74,018.98	\$ 364,231.88
Total Liabil.				\$37,821,758.14

University of Kentucky
STATEMENT OF UNREALIZED INCOME
For the Current Fiscal Period which began
July 1, 1951, and Ended March 31, 1952

General Fund

	<u>Budget Estimate</u>	<u>Realized to Date</u>	<u>Unrealized Balance</u>
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Division of Colleges:

Educational and General:

State Appropriations	\$ 2,714,400.00	\$ 2,719,935.42	\$ 5,535.42*
Fed.Grants (thru the State)	127,617.87	101,428.07	26,189.80
Student Fees	893,670.00	1,012,525.39	118,855.39*
Endowment Income	9,644.50	9,644.50	
Sales & Services & Rentals	19,700.13	16,064.73	3,635.40

Subtotal	\$ 3,765,032.50	\$ 3,859,598.11 102.51%	\$ 94,565.61*
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Auxiliary Enterprises:

Residence Halls	\$ 327,874.00	\$ 321,606.55	\$ 6,267.45
Miscellaneous	116,930.50	115,255.33	1,675.17

Subtotal	\$ 444,804.50	\$ 436,861.88 98.21%	\$ 7,942.62
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Total-Colleges	\$ 4,209,837.00	\$ 4,296,459.99 102.05%	\$ 86,622.99*
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Less-Income allocated to
plant

\$ 222,718.00	\$ 222,718.00	\$
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Net-colleges	\$ 3,987,119.00	\$ 4,073,741.99 102.17%	\$ 86,622.99*
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Agr. Experiment Station:

State Appropriations	\$ 402,600.00	\$ 398,804.93	\$ 3,795.07
Federal Grants (direct)	308,852.21	306,574.43	2,277.78
Sales and Services	490,141.00	480,874.41	9,266.59

Total-Experiment Sta- tion	\$ 1,201,593.21	\$ 1,186,253.77 98.72%	\$ 15,339.44
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Agr.Extension Division:

State Appropriations	\$ 406,600.00	\$ 411,190.75	\$ 4,590.75*
Federal Grants (direct)	1,152,981.93	1,148,552.83	4,429.10
Total-Agr.Extension	\$ 1,559,581.93	\$ 1,559,743.58 100.01%	\$ 161.65*

Total-General Income	\$ 6,748,294.14	\$ 6,819,739.34 101.05%	\$ 71,445.20*
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Plant Fund:

General Income Allocated	\$ 222,718.00	\$ 222,718.00	\$
Stores Overhead	29,042.50	10,652.83	18,289.67

Total-Plant	\$ 251,760.50	\$ 233,370.83 92.69%	\$ 18,389.67
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Combined Total	\$ 7,000,054.64	\$ 7,053,110.17 100.75%	\$ 53,055.53*
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*Realized in excess of estimate.

University of Kentucky
STATEMENT OF DEPARTMENTAL APPROPRIATIONS
For the Current Fiscal Period which began
July 1, 1951, and Ended March 31, 1952

General Fund

	<u>Depart.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Approp.</u> <u>Balances</u>
<u>Division of Colleges:</u>				
<u>Adm. & Gen. Expense:</u>				
Gen. Adm. Offices	\$ 200,906.40	\$ 142,335.31	\$ 1,868.00	\$ 56,703.09
Student Welfare	65,056.05	49,708.82	257.26	15,089.97
General Expense	85,535.06	75,889.21	14,137.40	4,491.55*
Subtotal	<u>\$ 351,497.51</u>	<u>\$ 267,933.34</u>	<u>\$ 16,262.66</u>	<u>\$ 67,301.51</u>
		80.85%		
<u>Instruction & Research:</u>				
<u>College of -</u>				
Arts & Sciences	\$1,286,269.22	\$ 919,911.99	\$ 30,499.29	\$ 335,857.94
Engineering	349,540.78	223,361.31	9,649.29	116,530.18
Commerce	160,292.50	114,874.21	830.11	44,588.18
Agr. & Home Ec.	213,265.31	153,050.56	576.26	59,638.49
Law	54,057.75	43,756.91	808.15	9,492.69
Education	291,399.61	206,965.90	6,143.77	78,289.94
Pharmacy	76,269.00	52,925.72	2,912.67	20,430.61
Graduate School	8,506.90	6,952.24	151.55	1,403.11
Univ. Research	24,000.00	7,196.31	2,797.10	14,006.59
Library	222,047.07	162,870.34	5,010.89	54,165.84
Univ. Extension	110,995.42	79,793.89	2,692.54	28,508.99
Other Activities	23,734.00	10,366.03	6,069.00	7,298.97
Subtotal	<u>\$2,820,377.56</u>	<u>\$1,982,025.41</u>	<u>\$ 68,140.62</u>	<u>\$ 770,211.53</u>
		72.69%		
<u>Operation and Maint.</u> <u>of Phys. Plant, etc.</u>				
Gen. Approp.	\$ 685,609.71	\$ 439,217.28	\$ 33,076.29	\$ 213,316.14
Special Approps.	60,000.00	1,718.53	4,453.00	53,828.47
Work in Progress	25,000.00	50,489.96		25,489.96*
General Stores, etc.	27,250.00	27,012.12*		54,262.12
Subtotal	<u>\$ 797,859.71</u>	<u>\$ 464,413.65</u>	<u>\$ 37,529.29</u>	<u>\$ 295,916.77</u>
		62.91%		
<u>Auxiliary Enterprises:</u>				
Residence Halls	\$ 285,882.00	\$ 184,876.75	\$ 31,695.05	\$ 69,310.20
Miscellaneous	79,247.45	19,275.64	861.05	59,110.76
Subtotal	<u>\$ 365,129.45</u>	<u>\$ 204,152.39</u>	<u>\$ 32,556.10</u>	<u>\$ 128,420.96</u>
		64.82%		
Total-Colleges	<u>\$4,334,864.23</u>	<u>\$2,918,524.79</u>	<u>\$ 154,488.67</u>	<u>\$1,261,850.77</u>
		70.89%		

*Negative number.

University of Kentucky
STATEMENT OF DEPARTMENTAL APPROPRIATIONS
For the Current Fiscal Period which began
July 1, 1951, and Ended March 31, 1952

	<u>General Fund</u>			
	<u>Depart.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Approp.</u> <u>Balances</u>
<u>Agr. Exp. Station:</u>				
Administration	\$ 141,775.00	\$ 73,563.38	\$ 2,745.45	\$ 65,466.17
Agronomy	193,332.00	131,007.58	3,351.73	58,972.69
Animal Husbandry	93,110.00	78,515.21	3,077.87	11,516.92
Animal Pathology	59,250.00	40,250.19	27.00	18,972.81
Creamery License	9,291.00	6,759.97		2,531.03
Dairy	50,335.00	34,739.58	2,534.84	13,060.58
Dairy Cattle Improve.	15,000.00	11,592.73		3,407.27
Ent. & Botany	79,330.00	51,249.86	400.67	27,679.47
Farm Economics	61,685.00	41,703.78		19,981.22
Feed & Fertilizer	190,000.00	107,763.19	41,385.63	40,851.18
Home Economics	18,100.00	12,296.54	1,304.80	4,498.66
Horticulture	44,930.00	29,260.88	2,105.91	13,563.21
Library	9,340.00	6,102.15	531.65	2,706.20
Markets & Rural Fin.	79,331.00	59,543.41		19,787.59
Poultry	35,388.00	25,250.02	1,675.97	8,462.01
Publica. & Library	23,155.17	6,495.04	2,287.20	14,372.93
Pub. Service Labs.	32,250.00	21,436.83	135.23	10,677.94
Regional Research	8,325.00	5,569.00		2,756.00
Robinson Substation	22,400.00	15,035.67	1,206.50	6,157.83
Rural Sociology	32,242.00	21,297.38		10,944.62
Seed Stocks	7,000.00	5,333.33		1,666.67
W. Ky. Substation	41,900.00	26,924.12	4,923.18	10,052.70
W. Ky. Improve.	23,000.00	18,877.66	2,969.72	1,152.62
Social Security		6,837.23		6,837.23*
Farm Maintenance	19,000.00	3.35	325.86	18,670.79
Black Shank	20,000.00		20,000.00	
<u>Total-Agr. Exp.</u> <u>Station</u>	<u>\$1,309,469.17</u>	<u>\$ 837,408.08</u>	<u>\$ 90,989.21</u>	<u>\$ 381,071.88</u>
		70.89%		

*Negative number.

University of Kentucky
 STATEMENT OF DEPARTMENTAL APPROPRIATIONS
 For the Current Fiscal Period which began
 July 1, 1951, and Ended March 31, 1952

	<u>General Fund</u>			
	<u>Depart.</u> <u>Approp.</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Approp.</u> <u>Balances</u>
<u>Agr. Extension Div.:</u>				
Administration	\$ 621,192.00	\$ 40,936.57	\$	\$ 21,255.43
Agr. Engineering	28,988.00	18,584.82		10,403.18
Agronomy	35,687.50	26,789.79		8,897.71
Animal Husbandry	22,708.00	16,801.95		5,906.05
Clothing	12,264.00	8,847.49		3,416.51
County Agents	703,011.52	553,451.09		149,560.43
Dairy	21,268.00	14,949.78		6,318.22
Farm & Home Conven.	1,500.00	1,226.48		273.52
Farm Management	14,904.00	10,991.36		3,912.64
Forestry	10,436.00	7,636.69		2,799.31
Foods	11,632.00	8,368.18		3,263.82
Home Dem. Agents	431,175.98	353,087.36		78,088.62
Home Management	29,840.00	21,160.02		8,679.98
Horticulture	18,344.00	13,593.58		4,750.42
Junior Clubs	78,204.00	58,297.64		19,906.36
Markets	13,453.00	9,928.18		3,524.82
Poultry	21,444.00	13,996.68		7,447.32
Publications	13,888.00	6,057.80		7,830.20
Public Information	19,296.00	14,417.30		4,878.70
Rural Sociology	5,620.00	4,512.62		1,107.38
Adm. Reserve	3,725.93			3,725.93
Social Security		1,522.15		1,522.15*
Miscellaneous				
Total-Agr. Ex- tension Div.	<u>\$1,559,581.93</u>	<u>\$1,205,157.53</u>	<u>\$</u>	<u>\$ 354,424.40</u>
		77.27%		
Combined Total	<u>\$7,203,915.33</u>	<u>\$4,961,090.40</u>	<u>\$ 245,477.88</u>	<u>\$1,997,347.05</u>
		72.27%		

*Negative number.

University of Kentucky
 STATEMENT OF OTHER FUND TRANSACTIONS
 For the Current Fiscal Period which began
 July 1, 1951, and Ended March 31, 1952

	<u>Balance</u> <u>7/1/51</u>	<u>Receipts</u>	<u>Disburse-</u> <u>ments</u>	<u>Balance</u> <u>3/31/52</u>
<u>Restricted Funds:</u>				
Div. of Colleges	\$1,471,738.78	\$1,761,238.53	\$1,473,131.77	\$1,759,845.54
Agr. Exp. Station	54,158.96	133,549.18	84,083.05	103,625.09
Agr. Ext. Division	150,152.84	78,697.96	84,469.83	144,380.97
Subtotal	<u>\$1,676,050.58</u>	<u>\$1,973,485.67</u>	<u>\$1,641,684.65</u>	<u>\$2,007,851.60</u>
<u>Loan Fund:</u>				
Principal	\$ 62,797.61	\$	\$	\$ 62,797.61
Income	22,385.19	2,115.22	40.56	24,459.85
Subtotal	<u>\$ 85,182.80</u>	<u>\$ 2,115.22</u>	<u>\$ 40.56</u>	<u>\$ 87,257.46</u>
<u>Endowment Funds:</u>				
Principal	\$ 199,928.18	\$ 300.00	\$	\$ 200,228.18
Income	2,645.67	571.34	489.75	2,727.26
Subtotal	<u>\$ 202,573.85</u>	<u>\$ 871.34</u>	<u>\$ 489.75</u>	<u>\$ 202,955.44</u>
<u>Agency Funds:</u>				
Balances	<u>\$ 69,939.86</u>	<u>\$ 346,595.31</u>	<u>\$ 342,516.19</u>	<u>\$ 74,018.98</u>
Combined Totals	<u>\$1,963,807.23</u>	<u>\$1,976,472.23</u>	<u>\$1,642,214.96</u>	<u>\$2,298,064.50</u>

University of Kentucky
 STATEMENT OF COMBINED RECEIPTS AND EXPENDITURES
 For the Current Fiscal Period which began
 July 1, 1951, and Ended March 31, 1952

Receipts and Transfers:

General Income	\$6,819,739.34
Plant Income	233,370.83
Restricted Receipts	1,973,485.67
Loan Fund Receipts	2,115.22
Endowment Fund Receipts	871.34
Agency Fund Receipts	<u>346,595.31</u>
Total Receipts	<u>\$9,376,177.71</u>

Expenditures and Transfers (Including Encumbrances):

General Fund Expenditures	\$1,641,684.65
Plant Fund Expenditures	318,270.91
Restricted Fund Expenditures	1,997,347.05
Loan Fund Expenditures	40.56
Endowment Fund Expenditures	489.75
Agency Fund Expenditures	<u>342,516.19</u>
Total Expenditures	<u>\$4,300,349.11</u>

University of Kentucky
STATEMENT OF PLANT APPROPRIATIONS
For the Current Fiscal Period which began
July 1, 1951, and Ended March 31, 1952

	Plant Funds			
Dept. Approp.	Expendi- tures	Encum- brances	Free Balance	
<u>Division of Colleges:</u>				
P.W.A. First Bond Issue	\$ 36,477.19	\$ 3,267.15	\$	\$ 33,210.04
P.W.A. Second Bond Issue	16,781.73	16,713.46		68.27
Dorm.Rev.Bond Issue	23,524.00	3,902.50		19,621.50
Audit-Fieldhouse Issue	102,648.50	61,037.50		41,611.00
Lib. & Service Bldg. Bond Issue	46,538.27	38,947.50		7,590.77
Stadium Rev.Bond Issue	23,274.00	23,100.00		174.00
Dorm.Issue-456 Rose Street	4,108.42	4,096.25		12.17
Journalism Bond Issue	16,723.00	13,915.00		2,808.00
Dicker House Annuity	230.68			230.68
Fieldhouse	30,250.27			30,250.27
Norwood Hall Fire Loss Bal.	15,911.25			15,911.25
Purchase of Land & Bldg.				
Service Bldg.Constr.	11,000.00	7,302.81		3,697.19
Fine Arts Bldg.	2,159.47			2,159.47
Journalism	59,094.99	51,548.09		7,546.90
Add.to Col. of Educa.				
New Science Bldg.	3,300.00			3,300.00
Dorm.Constr.-476 Rose St.	4,513.14	3,115.00		1,398.14
Libr.& Serv.Bldg. Clearance	24,265.35			24,265.35
Sprinkler System	4,443.32			4,443.32
Subtotal	\$ 425,243.58	\$ 226,945.26	\$	\$ 198,298.32
		53.36%		

University of Kentucky
 STATEMENT OF PLANT APPROPRIATIONS
 For the Current Fiscal Period which began
 July 1, 1951, and Ended March 31, 1952

Plant Funds

	<u>Dept. Approp.</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
<u>Agr. Experiment Station:</u>				
Animal Path. Bldg.	\$ 1,880.75	\$ 204.39	\$ 1,154.77	\$ 521.59
Repairs & New Equipment	194.48			194.48
West. Ky. Tobacco Barn				
West. Ky. Water System	200.00			200.00
Agr. Eng. Bldg.	75,000.00	10,603.80	63,801.20	595.00
Sheep Barns	2,500.00			2,500.00
Brooder House	17,856.00	162.66	4,801.77	12,891.57
Miscellaneous	<u>3,704.83*</u>	<u>597.06</u>	<u>10,000.00</u>	<u>14,301.89*</u>
Subtotal	<u>\$ 93,926.40</u>	<u>\$ 11,567.91</u>	<u>\$ 79,757.74</u>	<u>\$ 2,600.75</u>
Combined Total	<u>\$519,169.98</u>	<u>\$238,513.17</u>	<u>\$ 79,757.74</u>	<u>\$200,899.07</u>
		61.30%		

*Expenditures and encumbrances in excess of appropriation or negative figure.

The report was examined by members of the Board of Trustees, and upon motion duly made, seconded and carried, was authorized received and made a part of the minutes.

C. Annual Report of the Comptroller.

The Comptroller submitted a printed brochure covering the annual report of the Comptroller for the year ended June 30, 1951. He called the attention of the members of the Board to the Audit Certificate of the Auditor of Public Accounts, Comments of the Comptroller, and other information contained in the report, and stated that all financial transactions of the University were recorded and submitted in statements contained in the brochure.

The Comptroller called special attention to the Balance Sheet, Schedule of Inventory of Land Owned by the University, Schedule of Bonded Indebtedness, Statements and Payments Thereon, Summary of Fixed Assets Inventory, and statement of Investment of Restricted, Trust, Agency, Endowment and Loan Funds.

On motion duly made, seconded and carried, the report was received.

D. Budget for 1952-53.

President Donovan submitted the budget for 1952-53, and made available to each member of the Board of Trustees a complete detailed copy of the proposed budget. He stated that each member was at liberty to keep the copy of the proposed budget if he desired to do so, and made the following statement:

"It is in order that I express the appreciation of all of those connected with the University in any capacity to Governor Wetherby and the General Assembly for their consideration in granting the University an increase of \$646,738.50 in its appropriation for this next year (1952-53). If this increase in income had not been provided, it would have been disastrous for this institution. We desire that these state officials be made aware of our gratitude in providing these additional funds to offset losses in federal funds due to the decline in the enrollment of G.I.'s.

"The Trustees, I believe will be interested in how the budget is prepared for their consideration. I shall therefore enumerate the steps that are involved.

"1. The Comptroller prepares an estimate of the income of the University from all sources for the next year and furnishes this information to the President.

"2. The President holds many conferences with the Vice President, Comptroller and Deans of the several colleges, establishing their needs and informing them of the

approximate allotments to each college and auxiliary agency.

"3. The President then allots X dollars to each college and the several auxiliary agencies. Then the Deans are requested to appropriate to each department that sum of money which will be required to discharge its responsibilities.

"4. The Deans hold conferences with heads of the departments of their colleges and they prepare the departmental budgets for the same.

"5. After each dean has prepared the budget for his college he meets with the President, the Vice President and the Comptroller where his budget is re-examined and evaluated in terms of the total budget of the University.

"6. When these college budgets have been prepared and approved by the President, they are turned over to the Comptroller. The Comptroller and his staff then prepare the document which is before you.

"Many hundreds of hours of conscientious work go into the preparation of a budget for the University.

"This budget calls for the expenditure of approximately the same amount of money as we are expending during the current year. This has been made possible only because (1) the Governor recommended \$646,738.50 more from state funds than we received last year; (2) student fees have been increased, effective September 1, which will amount to a considerable sum of money; and (3) by the practice of every economy possible during the current year, and by reason of the fact that we had approximately three hundred more veterans during the current year than we had anticipated, we will have a balance of \$466,931.69 for the division of colleges at the end of this year. The total of these sums will offset the million dollars we have anticipated losing as a result of the decline in the enrollment of veterans.

"The present budget does not anticipate the University expanding any of its departments or adding new departments that are so often requested by citizens of the state, or expanding the services of its departments already established. During the eleven years I have been president, this institution has established only one new college, which was in reality already in existence and should more appropriately be said to have been annexed to the University. This was the College of Pharmacy located in Louisville, which has paid much of its own cost since becoming a college of this institution. Two new departments, one in geography and the other in radio arts, were established. These constitute the only expansion of the University during the past decade. Most universities, both private and public, have during

this period established a number of new colleges and many departments. I believe the Trustees should be aware that there has been a very limited program of expansion in the institution over which they preside. Such funds as we have received have gone into the building of stronger departments that have been in existence for many, many years.

"In the preparation of this budget, I instructed the deans and the heads of the departments to reduce as far as it was possible the number of employees in their colleges and departments. I am aware that they made a conscientious effort to do this. When a vacancy occurred wherever it was possible we closed ranks and did not employ a new staff member. By taking advantage of retirements, and resignations of personnel to accept other positions, we have been able to reduce the staff of the University by 44 full-time positions and 55 part-time positions. In addition, several leaves of absence have been arranged for, and between 10 and 15 people have been reduced from twelve months' assignments to ten months' assignments.

"I informed the deans at the time they were making up the budget that whatever savings they could make by reducing staff could be expended in salary increases, which are very much needed if we are to hold many of our best men and women on the faculty. You will find, upon an examination of this budget, that a number of small increases have been made purely on a merit basis. No cross-the-board increase was possible with the amount of money we had available. Many employees who did not get increases may have merited some increase but there was simply not enough money available to provide an increase for everyone.

"The greatest asset of any university is its faculty. No facility can compare in value with a scholarly and inspiring teacher. The University takes great pride in its campus on which are situated many lovely buildings. It has a great library and many excellent laboratories, but none of these compare in value with its professors and other staff members.

"Good teachers and research scholars are in great demand today. The federal government is constantly bidding for some of our best people. Industry is seeking our engineers, chemists, physicists, economists and scholars in many other fields. Other universities are always ready to pick off our ablest faculty members. It is therefore very important that the University of Kentucky keep its salary scale as high as it can in order not to have the best people on our staff taken away from us.

"Our faculty is for the most part a young faculty. Its members have been educated in the best universities of the world. They are attractive people, energetic and ambitious to make a contribution. If our University can hold these

young men and women during this period, the next decade will be the greatest period the University has ever known. We have the men and women on our faculty today that can do the job. We must not let them be taken away from us. Kentucky needs them more than any other state. Therefore, I entreat the Trustees and all other citizens of our state who are interested in building up a great university to help us keep the personnel we have and add to it persons of the same quality as the years pass.

"I should like to go over the budget with you that you may be thoroughly familiar with how the funds appropriated for the use and benefit of the University are expended. It is our desire that every dollar of the taxpayers' money bring in return a dollar's worth of service."

President Donovan stated that the Comptroller had summarized the budget document, and the Comptroller read the following statement:

COMMENTS

Purpose of the Budget:

The Annual Internal Budget is an intelligent, carefully planned financial program designed to bring about the distribution of available income which best serves the needs of the University of Kentucky. This budget document provides an instrument for financial control for the fiscal year: from July 1, 1952 to June 30, 1953.

Estimated Income:

The detailed estimate of income for the General and Plant Funds anticipates a total of \$ 7,389,696.13 for the fiscal year 1952-53. For comparison purposes, revised estimated income for the current year amounted to \$ 7,164,106.14. The total net increase in estimated income of \$ 225,589.99 is made up from the following increases and decreases in estimated income.

<u>Source</u>	<u>Increase</u>	<u>Decrease</u>
State Appropriations	\$ 646,738.50	
Federal Grants	11,907.36	
Sales, Services & Rentals		\$ 1,050.00
Student Fees		466,503.00
Auxiliary Enterprises	35,187.63	
Miscellaneous	<u> </u>	<u>690.50</u>

The major changes in estimated income are:

1. The decrease in estimated income from student fees is due to a reduction in the overall enrollment at the University. We estimate an enrollment for the fiscal year 1952-53 of 4,500 students. This is only a decrease of about 400 from the current enrollment.

The estimated decrease in income from student fees would have been greater but for an increase in incidental and registration fee of \$ 5.00 per semester per enrollee, effective September 1952.

The University for the past five years has received from the Federal Government for veterans enrolled in the University under the Government Educational Program, tuition amounting to more than \$1,000,000.00 per year. This budget anticipates that the enrollment of veterans will not exceed 400, hence a material loss in student fees and tuition for the ensuing fiscal year.

2. The increase in auxiliary enterprises' income will be primarily received from an increase of \$20.00 per semester for room and board in the Women's Residence Halls. The charge for room rent in the men's dormitory has been increased slightly.

Estimated Expenditures:

The detailed estimate of the departmental appropriations for the General and Plant Funds will amount to \$ 7,676,157.43, for the fiscal year 1952-53. It will be noted that practically no increases have been made in the budget's appropriations for the various functions of the Division of Colleges. The total appropriations for the Agricultural Experiment Station show a decrease of \$ 128,991.40 for the ensuing fiscal year, whereas, the appropriations for the Agricultural Extension Division show an increase of \$ 184,522.53. The recommended departmental appropriations we believe equitably allocate the available income to provide for essential functions of the University. The departmental appropriations for the current year amount to \$ 7,681,256.74, which approximates the total appropriations for the current year.

Unappropriated Surplus:

It is difficult to estimate surpluses. We believe, however, that there will be an unappropriated surplus as of June 30, 1952 of about \$ 466,000.00 to the credit of the Division of Colleges and about \$ 136,000.00 to the credit of the Agricultural Experiment Station. The estimated surplus will be larger than was anticipated due to receipt of tuition from the Federal Government for 300 more veterans during the current year than was estimated. A total of \$ 286,461.30 is to be appropriated from the unappropriated surplus to balance the budget for the ensuing year. This will make available about \$ 201,000.00 to carry forward to cover all and any emergencies that might arise that have not been provided for in the 1952-53 budget for the Division of Colleges. Good budget making would anticipate an unappropriated surplus of about 8%.

Budget Summary:

There follows herein summary for the general budget of the University for the three larger divisions; namely, (a) Division of Colleges, (b) Agricultural Experiment Station, and (c) Agricultural Extension Division. The summary is provided on a comparative basis, showing anticipated income and budget appropriations for the ensuing fiscal year 1952-53 as compared with the resources and appropriations for the current fiscal year 1951-52.

Restricted Fund Budgets:

The Board of Trustees has authorized the establishment of various funds classified as Restricted or Trust Funds (Kentucky Revised Statutes 41.290). The Board directed that these "private funds and contributions" be retained and deposited in a local bank. Budgets are included herein for several of these funds. Those not included were omitted because sufficient data were not available. In all cases Restricted Fund budgets are submitted for approval at the time the Board considers the General Budget, or submitted to the Board at the time of receipt of funds. In the latter case, acceptance of the funds by the Board is considered to be authorization for spending the funds in accordance with the terms of acceptance.

The Restricted Budgets of the Agricultural Experiment Station and the Agricultural Extension Division are included in the detail of the General Budgets of these divisions.

BUDGET SUMMARY

The entire General Budget for the fiscal year 1952-53 may be summarized as follows;

Resources	Division of Colleges		Agricultural Experiment Station		Agricultural Extension Division	
	1951-52 Budget	1952-53 Budget	1951-52 Budget	1952-53 Budget	1951-52 Budget	1952-53 Budget
Estimated Income:						
State Appropriations	\$ 2,714,400.00	\$ 3,163,738.50	\$ 402,600.00	\$ 424,600.00	\$ 456,600.00	\$ 632,000.00
Federal Grants	127,617.87	130,455.50	306,627.23	306,574.43	1,150,403.41	1,159,525.94
Endowment Income	9,644.50	9,644.50				
Sales, Services & Rentals	19,700.13	18,700.13	490,141.00	490,091.00		
Student Fees	1,012,525.00	546,022.00				
Auxiliary Enterprises	444,804.50	479,992.13				
Miscellaneous	29,042.50	28,352.00				
Total Estimated Income	\$ 4,357,734.50	\$ 4,376,904.76	\$ 1,199,368.23	\$ 1,221,265.43	\$ 1,607,003.41	\$ 1,791,525.94
Add:						
Estimated Unappropriated Surplus - July 1, 1952	812,358.29	466,931.69	308,511.24	136,787.24		
Less:						
<u>Appropriation:</u>						
Estimated Expenditures:						
Administrative & General Expense	\$ 350,697.60	\$ 360,400.00				
Instruction, Research & Related Activities	2,916,576.00	2,917,491.53				
Agricultural Services			\$ 1,371,092.23 ²	\$ 1,242,100.83 ²	\$ 1,607,003.41 ²	\$ 1,791,525.94 ²
Maintenance & Operations of Physical Plant	773,635.00	727,100.00				
Auxiliary Enterprises	365,492.00	338,346.00				
Plant Commitments	251,760.50	249,193.13				
Employer Contribution - Social Security Tax	45,000.00	50,000.00 ¹				
Total Estimated Expense	\$ 4,703,161.10	\$ 4,642,530.66	\$ 1,371,092.23	\$ 1,242,100.83	\$ 1,607,003.41	\$ 1,791,525.94
Estimated Surplus	\$ 466,931.69	\$ 201,305.79	\$ 136,787.24	\$ 115,951.84	\$ None	\$ None

1. At the time employer contribution for social security tax is incurred, it will be charged to each department or division.
 2. Includes employer contribution for social security tax.

President Donovan explained the detailed budget to the Board, and members examined the copies at hand. After being thoroughly advised of the content of the document, upon motion duly made, seconded and carried, the budget was authorized accepted as a basis of maximum expenditures for the fiscal year 1952-53.

The inclusion of the name of any person in the budget is not to be considered as a contract of employment, and the Board of Trustees or the Executive Committee is authorized to make such changes in the budget as may from time to time be deemed necessary.

E. Audit Report of the State Auditor of Public Accounts.

President Donovan submitted Report on the examination of the Auditor of Public Accounts of the Commonwealth of Kentucky of the financial records of the University of Kentucky for the year ended June 30, 1951. The following Certificate was contained in the report:

Frankfort, Kentucky
February 15, 1952

Honorable Lawrence W. Wetherby
Governor of Kentucky
Frankfort, Kentucky

Dear Governor Wetherby:

We have made our annual examination of the accounts and records of the University of Kentucky with the results shown in the following statements and comments. The statements fairly represent the accounting for both the operations and the financial condition of the funds included as of June 30, 1951. All accounts have been consistently maintained according to standard principles of accounting for such institutions of higher education and in our opinion fairly represent the results of operations.

This examination was made by Warren M. Van Hoose, under my supervision.

Respectfully submitted,

(Signed) T. H. Tinsley
Auditor of Public Accounts.

President Donovan stated that he had three copies of the Report available for members of the Board of Trustees, and would be very glad for the Report to be read.

Upon motion duly made, seconded and carried, the Report was received and ordered filed.

F. Honorary Degrees Awarded.

President Donovan submitted a list of persons for honorary degrees which had been approved by the Graduate Faculty of the University, concurred in by the University Faculty, and recommended to the Board of Trustees. He read the list and reported briefly on the citation of each. He requested approval with the understanding that the names would not be inserted in the minutes of the current meeting but would be withheld until the recipients could be contacted, and if the honorary degree was accepted, the name of the recipient and the degree to which he is entitled would be recorded in the minutes of the meeting of the Executive Committee on May 17, 1952.

Governor Wetherby requested that the Vice Chairman take the vote.

Upon motion duly made, seconded and carried, the persons recommended for honorary degrees were approved, and President Donovan was directed to confer upon each at the Commencement on May 30, 1952, the honorary degree to which each recipient is entitled.

G. Grass Lease on Texas Land Approved.

President Donovan reported that at the death of Miss Annie Dillard, she owned a parcel of land consisting of 316 acres in Young County, Texas. This land has since been deeded to the University of Kentucky, in accordance with Miss Dillard's will. The conveyance was made, subject to the existing grass lease held by Jim Bob Daws, which expired on April 1, 1952.

The Graham Land Office at Graham, Texas, with whom the Comptroller has been corresponding, has recently submitted a negotiated renewal grass lease for a period of three years, carrying an annual rental of \$1.00 per acre. The lease has heretofore been made at 40 cents per acre, but Mr. Peterson thought the rental should be raised, and the lessee has agreed to renew the lease at the increased rate.

President Donovan further explained that the land currently is under lease for oil and gas rights, and the grass lease has a cancellation option, upon ten days notice and refund of unearned rental, in the event the grass lease rights conflict or are not satisfactory to the oil and gas lessee.

Upon motion duly made, seconded and carried, the grass

lease was approved and authorized executed on behalf of the University.

H. Application for Government Loan--Men's Dormitory.

The Comptroller reported on application of the University of Kentucky to the Housing and Home Finance Agency for a loan, and approval of the construction of a men's dormitory at the University. The Board was advised that the original application was partially denied, and a new application had been submitted, with the understanding that the original plans and specifications would be re-worked and the building re-designed so as to meet the objections of the Housing and Home Finance Agency. The new application has been filed, and, in a conference between the Comptroller and Mr. George C. Decker, Chief, College Housing Loan Program, Office of Education, Washington, D.C., assurance was given that the application would be expedited.

Mr. Decker stated that he understood that all conditions had been met and saw no reason why the application should not receive favorable action in the near future.

Mr. Peterson reported the application was for a total loan of \$1,468,493.00, with the understanding that the owner would supplement this amount by \$504,832.88.

Upon motion duly made, seconded and carried, the report was received.

I. John F. Wilson to Re-design Building.

The Comptroller further explained that the new application filed with the Housing and Home Finance Agency presupposes that the plans for the Men's Dormitory will be altered and the building re-designed. The revision is to be made in accordance with the proposal, and agreed to by John F. Wilson, architect; Mr. J. B. Rieman, Chief Engineer, Kentucky State Property and Building Commission, and representatives of the Housing and Home Finance Agency.

The proposed revision has been discussed with President Donovan and members of the Executive Committee of the Board of Trustees. The revisions would necessarily require a considerable amount of work on the existing plans and specifications. Mr. John F. Wilson has agreed to make the revisions on a cost basis of \$7.50 per hour with a guarantee that the cost of the revisions and rewriting of the specifications will not exceed \$11,250.00.

It was recalled that this is the same arrangement that the State Property and Building Commission has with architects for

re-designing other plans for the State. The reason for putting the question up at this time was to secure expression of the Board as to whether or not Mr. Wilson was to proceed toward his revision of the plans, in the event the application received governmental approval.

Members of the Board discussed the problem, and upon motion duly made, seconded and carried, the Comptroller was directed to authorize John F. Wilson, architect, to re-design the building in accordance with the agreement with the Federal Government, in the event the new application is approved.

J. Easement of Kentucky and West Virginia Power Company.

The Comptroller submitted an Easement between the Kentucky and West Virginia Power Company, Inc., and the Board of Trustees of the University of Kentucky, to run a line for a distance of approximately 600 feet on property of the University of Kentucky in Breathitt County. He explained that the Easement had been examined and found to be in proper form, with the interest of the University protected. The Easement was recommended for approval.

On motion duly made, seconded and carried, the Easement was authorized approved and executed on behalf of the University.

K. Kentucky Seed Improvement Association to Prosecute Violations of the Kentucky Seed Law.

President Donovan stated that Dean Frank J. Welch reported that the Kentucky Seed Improvement Association handled seed certification under the provisions of Statute 250.020 to 250.170, Kentucky Revised Statutes. The Kentucky Seed Improvement Association, under an assignment, has been doing much of this work for some time. The assignment, however, did not include responsibility for the enforcement of the certification program.

Dean Welch now desires to recommend, for effective administration and enforcement of the certification program, that the Kentucky Seed Improvement Association be authorized to bring evidence of violations to the proper prosecuting officials and to urge prosecution, with the approval of the Director of the Experiment Station.

He further recommends that the Kentucky Seed Improvement Association be authorized and requested to prosecute violations of the certification program wherever there is a clear violation of the law supported by adequate and competent evidence.

Professor W. L. Matthews, Jr., Acting Dean of the College of Law, has studied the law and has given the opinion that such delegation of authority is not prohibited by provisions of Chapter 250.220, Kentucky Revised Statutes.

President Donovan recommended that the request of Dean Welch be approved, and upon motion duly made, seconded and carried, the Kentucky Seed Improvement Association was authorized, in addition to handling the seed certification under provisions of the Statute, also to handle violations of the certification program, and directed to report evidence of violations to the proper prosecuting officials, and with approval of the Director of the Experiment Station, to urge prosecution wherever there is a clear violation of the law, supported by adequate and competent evidence.

L. Kentucky Agricultural and Industrial Development Board Contract.

President Donovan submitted contract with the K.A.I.D. Board and the Kentucky Geological Survey of the University of Kentucky. He stated that the contract was made for the purpose of obtaining geological data and the making available of personnel and facilities of the Kentucky Geological Survey of the University of Kentucky to the Kentucky Agricultural and Industrial Development Board for a period ending not later than June 30, 1954. The Board agrees to reimburse the University of Kentucky for services and data to be furnished by the Survey for the use and benefit of the Board up to and not exceeding \$39,700 for each fiscal year.

Members of the Board being thoroughly advised, upon motion duly made, seconded and carried, approved the contract and authorized the Comptroller of the University to execute same on behalf of the University.

M. Purchases of the Comptroller's Office Approved.

President Donovan read the following letter from the Comptroller:

April 23, 1952

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

My dear President Donovan

I submit a list of state requisitions, advices of emergency purchases, special purchase orders and departmental purchase orders which have been made by the

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

State Requisitions numbered	455 through	669
Emergencies	246 through	367
Library D Orders	1105 through	1142
University D Orders	757 through	788
Special Orders	6173 through	9253.

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

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

President Donovan stated that this was normal procedure, and the records and files were available for examination.

Upon motion duly made, seconded and carried,

State Requisitions numbered	455 through	669
Emergencies	246 through	367
Library D Orders	1105 through	1142
University D Orders	757 through	788, and
Special Orders	6173 through	9253,

made by the Comptroller's Office, were ratified and approved.

N. Budget Changes.

President Donovan submitted a list of budget changes which totalled a decrease of \$1,773.99 and an increase of \$3,008.44. He recommended that the budget changes be approved and the Comptroller directed to make the necessary budget adjustments.

Upon motion duly made, seconded and carried, the Board concurred in the recommendation of the President, and directed that the list be filed.

O. Contract between Charles P. Farnsley, Mayor of Louisville, and the University of Kentucky.

President Donovan stated that Professor J. W. Martin, with approval of Dean C. C. Carpenter, of the College of Commerce, had negotiated contract with Charles P. Farnsley, Mayor of the City of Louisville, Ky., for the services of the Bureau of Business Research, to the effect that Professor James W. Martin, its director, will consult with the Mayor and with such other personnel as the Mayor may designate on matters relating to urban redevelopment and economic planning. He stated that Professor Martin will give about two days a week between March 15 and May 31, 1952, and that the City of Louisville will pay to the University the sum of \$50.00 a day for each day Professor Martin devotes to the work, not to exceed \$1,000.00 for the period of the contract.

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

P. Contract between Tennessee Valley Authority and the University of Kentucky.

President Donovan submitted Agreement between T. V. A. and the University. He explained that the Agreement provided that the University shall arrange for investigations, conferences and discussions in April, May and June, 1952, with members of the Business Research or other similar bureaus of the states of Kentucky, Alabama, Georgia, North Carolina, Mississippi, Tennessee and Virginia, to revise the county income study, appraise further uses which can be made of the data compiled from that research, and plan for educational studies and for sponsorship of such studies.

The University will furnish its facilities and personnel adequate to comply with the requirements of the contract during the months of April, May and June. The T. V. A. agrees to reimburse the University in amount not to exceed \$1,000.00.

Members of the Board of Trustees being thoroughly advised, upon motion duly made, seconded and carried, authorized the contract approved and executed on behalf of the University.

Q. The University to Build Cabinets for the State Division of Parks.

President Donovan read the following letter from the Comptroller relating to services rendered the State Division of Parks by the Division of Maintenance and Operations of the University of Kentucky.

April 17, 1952

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

My dear President Donovan:

The State Division of Parks, through its representative, Mr. Wolff, approached the University, Division of Maintenance and Operations, regarding the construction of a registry counter for the Dupont Lodge of Cumberland Falls. The representative of the State Parks Division explained that they had made inquiries concerning construction of a counter, such as was necessary to fulfill their requirements, and the low price was approximately \$800.00. They requested the Division of Maintenance and Operations to construct the registry out of worm-eaten chestnut lumber which the State Division of Parks had available. They were advised that the service division could construct a counter in its shops on a cost basis, plus 25% overhead on the labor, which is a normal process at the University. The Division of Parks gave an order for the counter to be constructed, and it has been constructed at a cost of about \$500.00. It will soon be delivered to the State Division of Parks for installation at Dupont Lodge of Cumberland Falls.

This work was requested and accepted without your or the Board's approval. I am at this time bringing it to your attention with the request that it be approved, since the work is nearly completed and since the state procedure does provide for inter-accounting departments for services rendered to each other.

No additional personnel was employed and no additional time was consumed in the construction of this counter; and, in a sense, it represents additional work performed by our Carpenter Shop during a slack season at the University.

The Division of State Parks, through its representative, Mr. Wolff, has recently requested the University to construct a counter, show case, cash register stand for a sandwich shop to be located at Carter Caves State Park. This work will amount to approximately \$1,500.00. The Division has not accepted the work and will not accept it until we have direction from you and the Board of Trustees. May we be advised.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

It was further explained that the University did not desire to be placed in the position of competing with private individuals, but it was willing to assist other divisions of the State whenever possible if properly approved by the governing authorities of the University. The Board was advised that the State Division of Purchases had requested competitive bids for special design work requested by the State Division of Parks, and out of eight cabinetmakers only two companies responded to invitation to bid, with the notice that they could not do the work.

Governor Wetherby expressed the thought that he felt that it was perfectly permissible for one agency of the State Government to assist another agency, and felt that the University was rendering a service both to the State and to the Division of Parks, by making the cabinets to meet the needs of the Park Commission.

President Donovan stated that he had no objection to the University assisting, as long as it was thoroughly understood by all parties concerned.

Upon motion duly made, seconded and carried, the cabinet work for the Dupont Lodge at Cumberland Falls was approved, and the construction of a counter, showcase and cash register stand for a sandwich shop to be located at Carter Caves State Park was authorized.

R. Horse Rental Contracts.

President Donovan submitted two horse rental contracts between the University of Kentucky and Kob Ryen's riding academy. He stated that the contracts were similar to others previously approved, one being for the rental of four horses at a rate of compensation of \$4.00 per week for a period of 16 weeks, or covering the spring semester of 1952; and the other for the rental of one horse at a rate of compensation of \$4.00 per week, for a period of 14 weeks, or from February to June 1, 1952.

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

S. Experiment Station Meats Laboratory Named.

President Donovan stated that he had received a recommendation from Dean Frank J. Welch to name the Experiment Station meat laboratory for Edward James Wilford. He stated that Professor Wilford passed away January 4, 1952, at the age of 61.

Professor Wilford had been a very valuable employee of the University and a member of the Animal Husbandry section since 1918. He had devoted his services to the University and his first and foremost consideration was always for the good of the Animal Husbandry section of the College of Agriculture and

Home Economics and the University. He did a good job of teaching, and did not shirk his duties.

Professor Wilford was dependable, efficient, and possessed a good degree of integrity. He was one of the first in the United States to set up meat courses, as chairman of the curricula of the Animal Husbandry Section.

Therefore, in order to perpetuate the memory of Professor Edward James Wilford, and to honor his long period of service, President Donovan recommended that the Experiment Station meats laboratory be officially designated "The Edward James Wilford Meats Laboratory", and a small bronze plaque be affixed to the meats laboratory building, designating the name of the building, and that it is in memory of Edward James Wilford, who served the University from 1918 to 1952.

On motion duly made, seconded and carried, the Board concurred in the recommendation of Dean Welch and President Donovan.

T. Department of Modern Foreign Languages and Literatures.

President Donovan read the following recommendation from Dean M. M. White:

March 17, 1952

President H. L. Donovan
University of Kentucky
Administration Building

My dear President Donovan:

I recommend the abolition of the Department of German Language and Literatures and the Department of Romance Languages and Literatures, and the creation of one department entitled Department of Modern Foreign Languages and Literatures, effective at the conclusion of the present semester. This recommendation is made for the following reasons:

1. It is more economical in administration. One departmental secretary and one departmental head can serve the entire group of modern foreign language teachers.
2. It is a more logical organization. At present, for example, Russian is taught in the Department of Romance Languages and Literatures. Russian is not a Romance Language. When the proper time comes, we will have an organization

set up to offer the oriental languages.

Respectfully yours,

(Signed) M. M. White
Dean.

President Donovan concurred in the recommendation of Dean White and requested the Board to approve the recommendation.

Upon motion duly made, seconded and carried, the Department of German Language and Literatures and the Department of Romance Languages and Literatures were abolished, and the Department of Modern Foreign Languages and Literatures was authorized and established, effective July 1, 1952.

U. Cooperative Plan in Engineering Approved.

President Donovan stated he had received a request from Dean D. V. Terrell, College of Engineering, for a cooperative plan in Engineering, more specifically stated as follows:

"In addition to the regular four year course in Engineering, the co-operative plan is offered to those students in Engineering who have satisfactorily completed the freshman year in the College of Engineering or to those who present the equivalent as transfer students.

"Students who can meet the requirements and so desire, may register, pay a suitable fee and enter the program. They will be permitted to alternate on the semester basis between school and work. The summers will be used to the best advantage of the student for either school or work. The student must maintain a satisfactory standing to be continued in the program.

"Those completing the Co-operative Plan will receive the bachelor's degree and will also gain valuable experience. The time required will depend upon the extent of the work program.

"The University does not guarantee employment to co-operative students; however, facilities are provided for locating suitable jobs. All jobs must be approved by the co-ordinator of the Co-operative Program. The student will submit to the co-ordinator a written report at the end of each work period."

Dean Terrell recommended that, in order that the work program be carried out, a fee of \$5.00 per semester for each member be authorized. President Donovan recommended that the request be granted.

Upon motion duly made, seconded and carried, a cooperative plan in Engineering was authorized, and the fee was fixed at \$5.00 per semester, effective for the fall semester, 1952-53.

V. New Policy for Testing at the College of Engineering.

President Donovan read a letter from Comptroller Frank D. Peterson and a letter which the President wrote to Dean D. V. Terrell, setting forth problems relating to tests on concrete and other building materials, et cetera.

February 18, 1952

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

My dear President Donovan:

The Executive Committee of the Board of Trustees on the date of November 15, 1946 received from Dean Terrell a letter stating that the Materials Testing Laboratory was often called upon to make various tests on concrete and other building materials such as concrete blocks, concrete cylinders, sandstone, etc. He suggested that in order to protect the Laboratory against too many persons seeking free service that a fee be charged, ranging from two to three dollars, depending upon the work involved. Since these tests required additional work for members of the Engineering staff, it was suggested that a fair disposition of the fee would be 50% going to a staff member and 50% to the Engineering Research account. The Executive Committee upon recommendation of the President approved the policy as set forth with Dean Terrell.

During the past years we have had many materials tests of one kind or another and the fees have been paid into the University and the staff member has been properly paid for services rendered.

There is attached hereto a letter from Dr. Romanowitz, Head of the Department of Electrical Engineering in which he summarizes outside work performed for the Continental Electric Equipment Company, amounting to approximately \$1,200.00. Dr. Romanowitz shows disposition of the money and transmits a check for \$270.75, representing one-half of the net received from the project, and refers to the policy established by the above-mentioned. I bring this to your attention for the following reasons:

1. Does the policy as outlined in the minutes of November 15, 1946, cover a test of this magnitude?

2. Should a test of this nature, involving such a sum of money, be undertaken without the approval of the Dean of the College of Engineering or the Board of Trustees?

I am sure that no one has intentionally done wrong, but it seems that we should review this situation; and, if it is in keeping with our policy, good and well; if not, it might serve to prevent a recurrence. .

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

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March 4, 1952

Dean D. V. Terrell
College of Engineering

My dear Dean Terrell:

Several years ago you requested the Executive Committee of the Board of Trustees to authorize the College of Engineering to do testing of materials in your laboratories which industries frequently ask you to do. You recommended at that time that the person in the laboratory doing the testing would charge from \$2.00 to \$3.00, depending upon the service involved. Half of the charge would go to the member of the engineering staff doing the work and the other half would be credited to the Engineering Research Account. This policy was approved and has since been in operation.

Recently the Comptroller reported to me that Dr. H.A. Romanowitz, Head of the Department of Electrical Engineering, had submitted a report on outside work performed for the Continental Electric Equipment Company amounting to approximately \$1,200.

Dr. Romanowitz gave a detailed disposition of the money and has transmitted a check for \$270.75, representing one-half of the net received from this project. He refers to the policy established by the Trustees in making this report.

In my conference with you regarding this subject, we agreed that a project of this magnitude should not fall under the policy established for testing materials, but that a special contract should have been made probably through the Research Foundation. In our conversation

we decided that hereafter a ceiling of \$600 for testing under the above-mentioned policy would be allowed. When the testing involves a cost beyond that figure, a contract should be made for handling the project.

At the next meeting of the Executive Committee of the Board of Trustees I will ask them to formulize this new policy.

I am requesting the Comptroller, Frank D. Peterson, to accept the check from Dr. Romanowitz and the settlement as he has reported it.

Cordially yours,

(Signed) H. L. Donovan
President.

President Donovan stated that he felt that tests of a minor nature involving small charges might be made without being brought to the attention of the Board of Trustees or Executive Committee, but he doubted the wisdom of continuing the policy without a clear understanding as to what should be approved by the Board. He recommended that any work in the College of Engineering that would involve \$600.00 or more should be reported, through the proper channels, for approval of the Board.

Upon motion duly made, seconded and carried, the Board of Trustees concurred in the recommendation of the President.

W. Rules of the Graduate School.

President Donovan submitted, in mimeographed form, Rules of the Graduate School. He stated that the Committee had done a very fine job in re-writing the rules of the Graduate School relating to organization of the Graduate School, graduate degrees and allied programs of advanced study, policies, procedures, and regulations that affect staff, departments, colleges and students, fellowships and scholarships.

Copies of the mimeographed Rules were distributed to members of the Board, and after a lengthy discussion by the President, upon motion, duly made, seconded and carried, the Rules of the Graduate School were approved.

X. Committee on Foreign Students.

President Donovan read a report from the Chairman of the Committee on Foreign Students making the recommendation for awards for the school year 1952-53.

March 17, 1952

President H. L. Donovan
Administration Building
University of Kentucky
Lexington, Kentucky

Dear President Donovan:

As a result of its deliberations, the Committee on Foreign Students recommends the following awards for the school year 1952-53:

Free tuition to match the Pan Hellenic scholarship:

1. Miss Julia Van Gelder - France

\$600 and free tuition

1. Mr. Louis H. Usami - Japan

\$300 and free tuition for the first semester only:

1. Mr. Raoul A. Pirri - Italy

Free tuition for two semesters:

1. Mr. Yilmaz Altug - Turkey
2. Miss Rita Xenia Berglund - Finland
3. Miss Beria Berker - Turkey
4. Mr. John S. Y. Chiu - Formosa
5. Mr. M. Aly Khattab - Egypt
6. Mr. Jan M. Kilhbom - Sweden
7. Miss Turkan Kolayli - Turkey
8. Mr. Karuna K. Maitra - India
9. Mr. Mohammed A. M. Nour - Egypt
10. Miss Primitiva P. Perez - Philippines

As alternates for free tuition, the Committee wishes to recommend:

1. Mr. John Gordon Rushbrook - United Kingdom
2. Miss Agnes Niyekawa - Hawaii
3. Mr. Erich Fritz - Austria
4. Miss Marie-Therese Cordier, France
5. Miss Virve Tarning - Estonia
6. Mr. Yong. Ik Kim - Korea.

For free tuition for the summer term, 1952, the Committee wishes to recommend:

1. Deh-Bin Chen - China
2. Larry Chung - Korea
3. Yong Ik Kim - Korea
4. Ingrid Palmgren - Sweden
5. Raoul A. Pirri - Italy.

Sincerely yours,

(Signed) A. E. Bigge, Chairman
Foreign Student Committee.

Upon motion duly made, seconded and carried, the recommendation of the Committee on Foreign Students was approved and authorized.

Y. Kellogg Foundation Grant and Contract.

President Donovan stated that the Kellogg Foundation had made available to the University of Kentucky, through Peabody College, a grant of \$45,840.00 to finance experimentation in the development of better educational leadership over a four-year period. He stated that arrangements had been made whereby the University would be reimbursed for services and expenditures made. He read the following letter from Dean Frank G. Dickey, College of Education, more specifically outlining the conditions of the grant and the work to be undertaken.

April 21, 1952

President H. L. Donovan
University of Kentucky

Dear President Donovan:

In your letter from Dr. Truman Pierce, director of the Southern States Cooperative Program in Educational Administration, he explained that the sum of \$45,840 from the Kellogg Foundation funds has been earmarked for use at the University of Kentucky. This sum will be used over a four-year period to carry out some experiments in the development of better educational leadership. The particular phase of this project which will be supervised by the University of Kentucky will be one which attempts to find out what contributions various disciplines might make to better educational administration.

We have underway a cooperative program involving twelve different fields at the University of Kentucky. While the supervision of this project is largely in the hands of Dr. Robert Hopper, director of the Bureau of School Service, each of the other eleven departments involved will have a definite voice in the conduct of this experiment.

The grant by the Kellogg Foundation is to supplement the University budget in order that additional personnel may be employed and to cover certain other expenditures for travel and supplies. The Kellogg Foundation has enunciated only one principle bearing on the expenditure of these funds, namely, that no lump sum of funds can be transferred from Peabody College to the University of Kentucky. Therefore, at the suggestion of Dr. Chamberlain and Mr. Peterson, we submitted a proposal to George Peabody College for Teachers and the Kellogg Foundation relative to the financial arrangements which might be made for this project. I received from Dr. Truman Pierce today a letter in which he approved the plan that we submitted for their consideration. The following three points will indicate the manner in which the University will handle this grant:

1. The University shall pay from its funds all sums of money as due which are chargeable to the amount allocated to your project from Kellogg Foundation funds.
2. At the end of each quarter, the appropriate fiscal agent of the University shall submit to us a statement of all expenditures which have been made for your project, classified according to the categories of the budget agreed upon.
3. We will then instruct the appropriate fiscal agent of our institution to issue to your treasurer a check to cover all expenditures for the quarter, chargeable to Kellogg Foundation funds.

I should appreciate it if you could submit this matter to the Board of Trustees at its meeting on April 25 for acceptance and approval. We are extremely eager to get this program underway and should like to have certain travel funds available by May first. Upon the approval of the Board of Trustees, Mr. Peterson might then let us know what account number will be assigned to this project.

I might also add it is contemplated that all additional personnel will be presented to you and to the Board of Trustees for approval even though they may not be regular University employees in the strictest sense of the word. We believe that such action is desirable.

Very sincerely yours,

(Signed) Frank G. Dickey, Dean.

The Board being advised, upon motion duly made, seconded and carried, authorized acceptance of the grant and approved the contractual understanding with Peabody College.

Z. Gifts.

From: The Courier-Journal--\$500.00.

President Donovan read a letter from Dean C. C. Carpenter, of the College of Commerce, reporting receipt of \$500.00 from The Courier-Journal, through Mr. Gordon Huff, for the use of the Bureau of Business Research, in meeting the expenses of a study of the flow of income between various market areas of Kentucky. He recommended acceptance of the gift and suggested that the check be placed in the Commerce Research Fund Account #3048, to be used to pay for employment of temporary personnel and for travel expenses of field work.

Upon motion duly made, seconded and carried, the check for \$500.00 from The Courier-Journal was ordered accepted, and used as suggested by the President, and President Donovan was requested to thank the donor, through Mr. Gordon Huff, for the donation.

From: Kentucky Finance Company, Inc.
-- \$200.00.

President Donovan read a letter from Dean C. C. Carpenter, of the College of Commerce, reporting receipt of \$200.00 from the Kentucky Finance Company, Inc., to be used to furnish scholarship awards for two students in the College of Commerce. He stated that he considered this a very fine contribution and recommended that it be accepted by the Board.

Upon motion duly made, seconded and carried, the gift of \$200.00 was ordered accepted, and President Donovan was requested to thank the Kentucky Finance Company, Inc., for their generosity.

From: Blue Diamond Coal Company --
\$35.00.

President Donovan presented check for \$35.00 made payable to the Kentucky Research Foundation by the Blue Diamond Coal Company. He stated that payments previously made by this Company were short in the amount of \$35.00 of the total sum required to cover assigned scholarships, and that this check had been sent to make up the shortage. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the sum of \$35.00 given to the Kentucky Research Foundation by the Blue Diamond Coal Company was ordered accepted, and President Donovan was requested to thank the donors for their contribution.

From: -- Division of Agricultural Relations, Tennessee Valley Authority--10 Tons of Concentrated Superphosphate and 30 Tons of Fused Tricalcium Phosphate.

President Donovan presented a letter from Dean Frank J. Welch, reporting receipt by the Agricultural Experiment Station, from the Division of Agricultural Relations, Tennessee Valley Authority, of ten tons of concentrated superphosphate and thirty tons of fused tricalcium phosphate, to be used in connection with testing and demonstration work at the substation at Princeton. He stated that these materials would contribute materially to research and demonstration work there. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of ten tons of concentrated superphosphate and thirty tons of fused tricalcium phosphate to the Agricultural Experiment Station was ordered accepted and used for the purpose outlined above, and President Donovan was asked to express to the Director of the

Division of Agricultural Relations, T. V. A., the appreciation of the Board of Trustees and the University.

From: Spencer Chemical Company --
Some 5½ Tons of Ammonium
Nitrate.

President Donovan reported receipt by the Agricultural Experiment Station of some 5½ tons of ammonium nitrate, given by the Spencer Chemical Company, of Louisville, Ky., for use in connection with experimental and demonstration work at the substation at Princeton. He said that this gift would make it much easier to do the desired testing work and recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of some 5½ tons of ammonium nitrate by Spencer Chemical Company was ordered accepted, and President Donovan was requested to thank the donors.

From: Mr. F. C. Foushee and the Ezee-Flow Corporation--tractor-drawn fertilizer drill, with tires, tubes and grass seed attachment.

President Donovan stated that he had been informed that the tractor-drawn fertilizer drill which had been left at the Experiment Station Farm in 1950 was intended as a gift instead of a loan, as had been presumed. He said that this was a worth-while contribution to the Station's farm work and included an Ezee-Flow 88 Drill with rubber tires, tubes and grass seed attachment. He stated further that the drill was a gift of the Ezee-Flow Corporation, through Mr. Carl Smith, District Representative, and the tires, tubes and grass seed attachment were contributed by Mr. F. C. Foushee, local distributor for Ezee-Flow farm machinery. He recommended acceptance of the gift.

Upon motion duly made, seconded and carried, the gift of one Ezee-Flow 88 Drill with rubber tires, tubes and grass seed attachment were ordered accepted, and the President was requested to write letters of appreciation to Mr. F. C. Foushee, of Lexington, Ky., and Mr. Carl Smith, of Louisville, Ky.

From: Mr. B. J. Lenihan, President.
Time Finance Company - \$200.00.

President Donovan reported receipt of \$200.00 from Mr. B. J. Lenihan, President, Time Finance Company, to be used for scholarship awards for two students in the College of Commerce. He stated that Mr. Lenihan had made similar awards for several years, and recommended acceptance of the gift.

Upon motion duly made, seconded and carried, the gift of \$200.00 by Mr. B. J. Lenihan, President, Time Finance Company, was ordered accepted, and President Donovan was requested to write a letter of appreciation to Mr. Lenihan.

From: Mr. Alexander Bonnyman--\$500.00.

President Donovan reported receipt of check for \$500.00 from Mr. Alexander Bonnyman, Knoxville, Tennessee, which Mr. Bonnyman desired used for a portrait of Miss Marguerite McLaughlin of the School of Journalism. He recommended that the gift be accepted and used for the purpose indicated by Mr. Bonnyman.

Upon motion duly made, seconded and carried, the gift of \$500.00 by Mr. Alexander Bonnyman was ordered accepted, and President Donovan was requested to thank Mr. Bonnyman for his generosity, and to assure him that the portrait of Miss McLaughlin would be greatly enjoyed by the School of Journalism.

From: Miss Alice Shein, Manager of
Radio Station WBTH, Williamson,
W. Va.--Two 45 RPM Record
Turntables.

President Donovan reported that Miss Alice Shein, Manager of Radio Station WBTH, Williamson, W. Va., had presented to the University two 45 RPM record turntables, and recommended that they be accepted.

Upon motion duly made, seconded and carried, the gift of two 45 RPM turntables to the University by Miss Alice Shein was ordered accepted, and the President was requested to thank Miss Shein for her generous gift.

From: Swift and Company, Chicago,
Illinois--\$1,000.00.

President Donovan reported receipt of check for \$1,000 from Swift and Company, Chicago, Illinois, given for the purpose of carrying on work in cream grading and cream improvement in Kentucky. He stated that this contribution would be most helpful, and he recommended its acceptance.

Upon motion duly made, seconded and carried, the Board ordered acceptance of check for \$1,000.00 from Swift and Company, Chicago, Illinois, and requested the President to thank the donors.

From: Taylor Machine Works,
Louisville, Miss.--a "Pasture
Dream" Machine.

President Donovan read a letter from Dean Frank J. Welch, stating that the Taylor Machine Works, Louisville, Mississippi, had donated for use at the Western Kentucky Substation a "Pasture Dream" machine. He said this generous gift would greatly facilitate the work at the Western Kentucky Substation and recommended its acceptance.

Upon motion duly made, seconded and carried, the gift from the Taylor Machine Works, Louisville, Mississippi, of a "Pasture Dream" machine was ordered accepted, and President Donovan was requested to thank the donor.

From: Mr. J. Stephen Watkins--\$200.00.

President Donovan stated that he had been informed by Dr. Thomas D. Clark of the Department of History that the University had been given \$200.00 by Mr. J. Stephen Watkins, to be used in the purchase of a very fine collection of Civil War manuscripts. He quoted Mr. Clark as saying that this generosity on the part of Mr. Watkins made it possible for the University to buy some materials badly needed in the conduct of a good graduate program. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$200.00 by Mr. J. Stephen Watkins was ordered accepted, and President Donovan was requested to thank Mr. Watkins for his generous gift.

From: The Columbia-Southern Chemical
Corporation, Pittsburgh, Penn-
sylvania,--\$500.00.

President Donovan presented check for \$500.00 from the Columbia-Southern Chemical Corporation, Pittsburgh, Pennsylvania, to be used by the Experiment Station in connection with its work in weed control in soy beans. He stated that this gift would be very helpful in forwarding the Experiment Station's program and recommended its acceptance.

Upon motion duly made, seconded and carried, the gift of \$500.00 by the Columbia-Southern Chemical Corporation, Pittsburgh, Pennsylvania, was ordered accepted, and President Donovan was requested to thank the donors.

A-1. Injury to John Sharkey.

The Comptroller reported an injury to John Sharkey, of the Central Heating Plant, caused by a particle of foreign matter blowing into his left eye. The University Dispensary referred Mr. Sharkey to Dr. William Lloyd Adams, who removed the particle of foreign matter and submitted invoice of \$5.00. The Comptroller recommended that the account be paid.

Upon motion duly made, seconded and carried, the invoice of Dr. William Lloyd Adams, in the amount of \$5.00, was ordered paid, with the expressed understanding that the action on the case was without commitment as to future action of the Board, and it did not establish a precedent and did not admit negligence or liability in paying this bill.

A-2. Appointment of Dr. Gilbert H. Ahlgren, Head of the Department of Agronomy.

President Donovan reported to the Board on the controversy and general dissatisfaction in the Department of Agronomy, and briefed the Board on conditions as they now exist. He stated that Dr. Frank J. Welch, Director of the Experiment Station and Dean of the College of Agriculture and Home Economics, had searched for a trained and experienced person to head this department. He recommended Doctor Ahlgren's appointment, effective July 1, 1952, and summarized Doctor Ahlgren's training, experience and publications as follows:

PERSONAL: Age - 39 years old Weight - 185 pounds
 Height - 6'½" Married, 3 children
 Good health, no physical defects

EDUCATION: BS degree, University of Wisconsin, 1936
 MS degree, Rutgers University, 1938
 PhD degree, Rutgers University, 1941

EXPERIENCE: Served as Assistant in Agronomy, University
 of Wisconsin
 Assistant in Agronomy, Rutgers University
 Agent, USDA, Regional Pasture Research Laboratory,
 State College, Pennsylvania
 Has risen from instructor in Agronomy, Rutgers,
 to chairman of the Department of Farm Crops,
 Professor and Research Specialist at present
 time.
 Also served as exchange professor, Oregon State
 College, January 1 to July 1, 1951.

PUBLICATIONS: Dr. Ahlgren is the sole author or senior author
 of 6 experiment station bulletins and 7 ex-
 periment station circulars. He is the junior

author of 2 experiment station circulars.
 He is author of 3 journal papers; junior
 author of 5 journal papers; author of 9 semi-
 popular publications and junior author of one.

BOOKS: He is the sole author or senior author of 3
 books, one of which is used as a text in a
 number of land grant colleges throughout the
 country.

Members of the Board discussed at length rumors that had reached them on the outside and President Donovan's report, and after due consideration, upon motion, duly made, seconded and carried, the Board approved the appointment of Dr. Gilbert H. Ahlgren, head of the Department of Agronomy, effective July 1, 1952, and commended Dean Frank J. Welch on his action in recommending a new head of the Department, who is well prepared to assume the responsibility of this position.

The Board regretted that for some time members of the Board had been hearing complaints of farmers and county agents that some members of the Department of Agronomy had been engaging in petty quarrels and unwholesome efforts to discredit other members of the Department; that conflicting recommendations to farmers had been made by members of the Department of Agronomy which had resulted in confusing farmers and embarrassing county agents in their work with farmers. They considered this unwholesome attitude a manifestation of disloyalty toward the Department, the College of Agriculture and Home Economics, the Experiment Station, and the Extension Service and believed that it was evidence that there is no departmental agreement on programs which are essential to sound educational procedures.

The Trustees regarded this conduct as intolerable and one that must be corrected without delay. The Board requested Dean Welch to make such further recommendations as he might deem necessary to bring about peace, harmony, loyalty, and a sound departmental program based on the research of the Experiment Station.

A-3. Adjournment for Luncheon.

Upon motion duly made, seconded and carried, at 12:25 p.m., the meeting of the Board of Trustees adjourned, and luncheon was served in the Student Union Building. Governor Wetherby asked to be excused, and Vice Chairman Guy A. Huguelet assumed the chair. At 1:50 p.m. the Board again took up the agenda.

A-4. Placement of University Students Discussed.

Mrs. Paul G. Blazer brought to the attention of the Board of Trustees a communication that she had received from the personnel director of an outstanding corporation suggesting that the University of Kentucky should have a well-organized placement bureau which would serve both students and industry more effectively than the placement bureaus now operated by the several colleges of the University.

This communication was read to the Trustees and there followed a lengthy discussion of the desirability of organizing a central placement bureau for the University.

The communication read in part as follows:

"My experience at the University has led me to believe that a great deal is to be desired in the system now employed by the University for the purpose of placing students in industry upon graduation.

"At present there is a placement bureau in the School of Commerce which is directed by Doctor Carter. Other schools within the University apparently have their own systems. There seems to be little, if any, cooperation between the various placement bureaus on the campus. As a result, it is difficult for industry to accomplish much in the way of interviewing prospective employees without a great deal of confusion and loss of time. It is my understanding that representatives of other industries are of the same opinion as I and a great many students I have talked to have voluntarily voiced this opinion. I believe that the following suggestions might be of some value to the University and would be helpful both to industry and graduating students:

1. A central placement bureau should be organized.
2. A placement director should be employed. His duties should be related only to the field of student placement.
3. Adequate space should be provided for interviewing rooms.
4. Space should be provided for filing cabinets, etc., to contain printed information submitted by various industries so that a student may easily locate information about any company in which he is interested.
5. A system should be set up making it possible for any representative to visit the campus and interview students from various schools on the campus on a definite pre-arranged schedule.

"The system used by the University is unsatisfactory because interviewing schedules are now set up by individual schools. Those department heads make every effort to cooperate with industry but with the full schedules carried by most of them it is impossible for them to devote a great deal of time to placement. For example, if an interviewer should want to interview students in several different schools within the University, it is necessary to contact several different people and it is virtually impossible to have a one-day schedule. As it now stands it is necessary to interview engineering students one day, commerce students another day, journalism students another day, etc. If these were full days it might be worth-while but actually the thing that happens is that one may interview a few commerce students on the first day with periods of wasted time between interviews. The second day the same may hold true for engineering students and so on through the various schools. This also means under the present system a complete change in physical location and even if a representative were to go to the University ahead of time and set up his own schedule of interviewing and attempt in one or two days to interview students in various schools, it could mean conducting the first interview in the School of Commerce, the second in the School of Engineering, and the third in still another location. This is impractical and almost impossible.

"This year I visited the Kentucky campus for two days. Several weeks before my arrival I made arrangements to interview both commerce and engineering students. When I arrived I found that I had about a half dozen commerce students to interview and that no arrangements had been made to interview engineering students. My schedule in the School of Commerce was set up in such a manner that I had periods of one half-hour to an hour between interviews in which I had nothing to do. I visited the Engineering School and found that neither the students nor the members of the faculty had been informed of my plans to visit the campus. My interviews were held in a study or conference room and at various times I found it necessary to ask students to leave that room so that an interview could be conducted in a quiet manner.

"This year I visited 20 schools and found that the University of Kentucky was outstanding in its lack of system. I really feel that the time I spent there was wasted and I do not believe that my opinion is different from a great many other representatives who visited the campus.

"I think if a central system were used and an experienced director employed, it would be possible for any industry to go to the University, have a full day's schedule, and during that day interview accountants, salesmen, mechanical engineers, chemical engineers, architects, etc. Most other schools I visited are using this system and I have found that it saves a considerable amount of time for industry, faculty members, and students, and makes it possible to accomplish maximum

results in a minimum amount of time. Such a system cannot work unless it has the complete backing of the members of the board, the President of the University, and all department heads."

President Donovan reported to the Board that about a year and a half ago he requested a committee of the faculty to make a study of the desirability of a central placement bureau that would serve all of the colleges and departments of the University, and that the committee, after a very lengthy study of this matter, found some of the colleges opposed to such a move. The committee in its report to the University made the following recommendation to the President:

1. Current placement facilities in the College of Engineering, College of Education, College of Commerce, and College of Agriculture and Home Economics be retained.
2. A coordinating placement office be established to assist the above agencies in every way possible and to provide placement facilities for university students not being served.
3. A central office be designed to procure, test, and refer applicants for secretarial, stenographic and clerical positions and that this office be combined with the coordinating placement office.

President Donovan, upon receipt of this report, wrote the members of the committee as follows:

"I want to thank the members of the Committee for the very earnest study they have made on this subject and the careful research that the Committee carried on during its investigation.

"After studying the report very carefully I have come to this conclusion: When we make a change in our placement service there should be a central office established to handle the placement for the University. This office should cooperate with the several colleges and departments and utilize all of the knowledge, experience, and brains available in the University. I think your research justifies the establishment of a central placement agency and my contact with the presidents of other institutions convinces me, from their observations and experience, that this is the only way to handle effectively the placement of the graduate of a big institution such as the University of Kentucky

"However, during the interim while there are several jobs for every graduate we turn out it is not imperative

that we should create such an office, especially in view of the fact that our budget will not permit any expansion of the services of the University at the present time. I have therefore decided that we should continue to pursue at the present time the laissez faire policy we have operated under in the past, but when students return to the University in large numbers and we have big graduating classes, and positions are not as plentiful as at present, it is my intention to recommend the creation of a central placement office for the total University.

"I wish to express my appreciation to the members of committee for the very careful study you have made on this subject."

After a very thorough analysis of the problem on which some members of the Board expressed their views, the motion was made, seconded, and carried that the President of the University be directed to make a further study of the desirability of organizing a central placement bureau, not only for the benefit of the students who may be seeking positions but also for the benefit of industries anxious to employ college graduates, and to report to the Board as soon as convenient on this subject.

A-5. Conversion of Combined Shops Building.

President Donovan recalled that the University had secured, through the Federal Works Agency, a surplus building which was transferred from Indiana to the University campus in 1947.

This building was located on a plot of ground east of Rose Street and south of the Animal Hospital barn. The building was secured for use by the service and maintenance department of the University, which was without facilities, due to the destruction of the Service Building by fire on February 15, 1946. This building served a great need during the time of its occupancy. The Division of Maintenance and Operations has vacated the facilities of the Combined Shops building, and it is available for conversion to meet needs of the Experiment Station and the College of Agriculture and Home Economics. President Donovan reported that Doctor Garrigus and Dean Welch have recommended that the building be converted for use in connection with the Animal Industry Department for class purposes, riding and display arena. Approval for conversion has been given, and it is now possible to go forward with the work, provided funds can be secured.

Members of the Board discussed the problem, and upon motion

duly made, seconded and carried, authorized the conversion of the building as suggested, provided funds can be secured, and asked President Donovan to explore possible sources of securing funds required.

A-6. Request for \$500.00 Donation Denied.

Mrs. Frances Lee McLean submitted, through Dr. Niel Plummer, the request for donation from the Kentuckian Fund the sum of \$500.00 to assist the committee in completing purchases of furniture, equipment and decoration for a room in the new Journalism Building, to be known as the Marguerite McLaughlin Room. It was explained that the committee had received funds to purchase a portrait of Miss McLaughlin, and to get other things appropriate for the room. The sum of \$500.00 was requested, to make it possible for completion and purchase of floor covering in time to furnish the room for presentation to the University on May 29, 1952.

The Board discussed the request and commended the committee for its laudable work, but denied the request because (1) to use funds belonging to the Kentuckian as a contribution to a memorial to an individual would set a precedent and (2) that the funds are earmarked for another purpose. It took note that the Kentuckian does have a balance which, in the judgment of the Board of Trustees, should be retained as a cushion against deficits in producing the school annual.

Many members of the Board expressed personal interest in the project, and after a thorough discussion, upon motion duly made, seconded and carried, the request was denied for reasons given above.

A-7. Television at the University of Kentucky.

President Donovan submitted the report of the committee appointed to study the problem of television at the University. The report was distributed to members of the Committee. It was given a cursory examination, and upon motion duly made, seconded and carried, adopted, after amending page 21, paragraph 2, by adding the following statement, "The right will be reserved to refuse any and all bids."

Television at the University of Kentucky

Report of the Committee Appointed by President H. L. Donovan,

November 29, 1951

The possibilities of television as an instrument for education are as yet untested. However, its potentialities are quite apparent. One does not have to be an authority on pedagogy to recognize that its double appeal, to both the auditory and visual senses, gives it a tremendous advantage over radio, and endows it with educative powers that challenge the imagination. It is true that radio has not realized in formal education anything like its potential. As a matter of fact, it has affected actual school procedures and methods but slightly, except in a relatively few urban situations. On the other hand, its educational impact in less formal ways has been tremendous. Children may not be able to do arithmetic better, or to spell or read or write better, by virtue of a quarter of a century of radio, but they have an amazing amount of information, some good, some bad, that "pre-radio children" never acquired. Whether the net result is a gain or loss is a matter of opinion.

Radio has failed to make its full contribution to formal education and to school procedures primarily for two reasons. First, it has, almost from the beginning, been dominated by commercial interests, and it has become in America a business and a means for entertainment rather than an instrument of public enlightenment. Secondly, the school people have failed to capitalize on radio as an instrument of education because of inadequate finances or the lack of the necessary vision and initiative, or both.

It seems quite probable that television in America will take the way of radio and become essentially an instrument of business, advertising and entertainment, with its educational contributions largely incidental. However, the Federal Communications Commission has reserved, for the time being at least, certain channels for educational use and has urged colleges and universities and public school systems to apply. The difficulty is, of course, that not many educational institutions or school systems can afford the very large expenditure necessary to establish and operate a television station. It should be noted, too, that the television receivers now on the market are constructed for the Very-High-Frequency band and cannot, unless modified, pick up telecasts on the Ultra-High-Frequency channels to which the colleges and schools will, for the most part, be restricted.

I. The Development of Broadcasting at the University of Kentucky

In the early twenties many colleges in this country sought to develop and operate their own radio stations. Many of these early AM stations fell by the wayside, but several of them

developed into strong institutional outlets such as those at the state universities of Illinois, Ohio, Iowa, Wisconsin, and at Michigan State College. The University of Kentucky was not one of these institutions and was without any broadcasting facilities whatever until 1929 when cooperative arrangements were entered into with WHAS, Louisville, then a 10,000 watt station, for the installation of extension studios at the University of Kentucky and the provision for regular broadcasts from these studios over that station. The installation of a minimum of good equipment was carried on at the entire expense of WHAS. This equipment was installed in the Music Department wing of the old Art Center, and made available the equivalent of one control room and two studios. Lines were leased between Lexington and Louisville and the charges split between WHAS and the University of Kentucky, the cost to each party annually being something in the nature of \$1,400. The first broadcast was made April 1, 1929, and this cooperative arrangement, with modifications, has continued to the present date, constituting the longest period of cooperation between a major institution of higher learning and a major radio station in our country's history.

As interest in the outlet grew and as it came to be recognized as a worthwhile and important adjunct of the University, refinements were added which were designed to bring it more up-to-date and more in line with good broadcasting practices. However, it was not until 1937 that all of the original equipment was replaced with more modern apparatus completely under the ownership of the University. In 1940 the studios were moved to McVey Hall to occupy quarters formerly used by the University Commons.

Until the middle thirties all of the University's broadcasting was done over WHAS, Louisville, but after WLAP was moved to Lexington, this station was included in the broadcasting plans. Shortly thereafter Stations WCMI, Ashland; WOMI, Owensboro; WPAD, Paducah; and WHOP, Hopkinsville, arranged to carry many programs, picking them up on the air directly from WHAS. In 1939 some of the University programs were fed on a regular basis to the southeast network of the Mutual Broadcasting System, and in 1940 the University studios assumed complete control of the Mutual School of the Air, feeding out three programs a week on a national basis.

Some diversity in the University's radio activities resulted, in 1933, in the establishment of the Mountain Radio Listening Center System, a plan devised to place radios in the more remote parts of the Kentucky mountains where radio listening facilities did not exist. This system reached its maximum development in 84 centers in operation during the war when the facility furnished an indispensable service to many locations. During the years of the NYA two full-time lady supervisors of these centers were employed by that agency and through this supervision the value of these centers was greatly augmented. The Listening Center System was discontinued in 1948 when radio set ownership had increased to such an extent that the Centers

were no longer necessary. Even though this system no longer exists, it has been copied on a world-wide basis, and an elaborate Listening Center System in India was inspired by, and is based largely upon, our Kentucky endeavor. A similar system was formulated for the Philippine Islands and was in process of development, only to be frustrated by the invasion by the Japanese in 1941.

In the early 1940's the United States Office of Education persuaded the Federal Communications Commission to open a group of high frequency channels for the exclusive use of non-commercial educational stations. Through the cooperation of WHAS, a 100 watt transmitter was constructed and was set up at Beattyville to be operated in cooperation with the Lee County Board of Education. Unfortunately, the school finances of Lee County become so short that it was necessary for that group to withdraw its support of this station. About this same time, however, the Federal Communications Commission changed the emission for these educational channels from AM to FM and it was deemed desirable to move this station to Lexington and to convert it to FM. This was done in 1944 and perhaps this date should be used to mark the birth of WBKY, as it is now known.

Shortly thereafter the Federal Communications Commission decided to move the entire FM band up to its present location from 88,000 kilocycles to 108 kilocycles, reserving that portion from 88,000 kilocycles to 92 kilocycles for the exclusive use of non-commercial educational FM stations. A time limit was set and it was necessary for WBKY to be moved accordingly. Since the frequency change was so great that a new transmitter became necessary, it was thought best also to develop a new antenna system which would give WBKY a greater coverage. In view of the fact that funds for this purpose seemed very limited, it was decided to make use of the services of James Hisle, a graduate student, who constructed the new transmitter for the cost of the parts. The new WBKY, complete with its new antenna system, went on the air in 1946 with an effective radiated power of 2,300 watts.

Meanwhile, the University of Kentucky Radio Service had been striving to develop a program philosophy that would meet the needs of its listeners. An outstanding service so developed was the one on venereal diseases which won the national Peabody Award in 1942. Other outstanding programs of this period included a series directly for our Mountain Listening Centers and conducted by John Jacob Niles in which the rapidly fading art of mountain balladry was taught back to the mountain people. A type of forum production especially designed for Kentuckians was developed and has been maintained to this day. A start was also made in developing techniques of out-in-the-state pickups of industry, communities, and transportation. These programs have continued to this day, and represent a type of broadcasting in which the University studios are particularly outstanding.

In 1949 the University of Kentucky Radio Service developed

its first series of transcribed presentations to be sent to many of the smaller stations of the state, and similar series have been sent every year since. For example, about 30 Kentucky stations have or will use the series "Visiting Kentucky's Industries" issued in 1950, "Community Kentucky" issued in late 1951, and "Transportation Kentucky" to be issued during the summer of 1952.

In 1946, due to popular demand, the Department of Radio Arts was established and two years later a major in the subject was introduced. In 1951 the University's Department of Radio Arts was admitted to full membership in the University Association for Professional Radio Education, an exclusive group composed of 17 university radio departments that maintain exceptionally high professional standards and are so recognized by the radio industry.

It is perhaps noteworthy that the University of Kentucky's two departments of radio broadcasting and radio teaching are administered and largely maintained by personnel that are common to both departments, thereby insuring a complete integration between the use of students studying broadcasting and the development of programs.

In the summer of 1951 cooperative arrangements were effected with WHAS by which advanced students could do internship work in television at that station. In 1951 also the first course in television was introduced in the Radio Arts department under the title of "Radio and Television Advertising". In the late winter of 1952 the first two television programs produced by the University of Kentucky Radio Service will go on the air.

This, in short, records the growth of the University's radio service which started as an extension studio of WHAS, Louisville, with no University owned equipment, and developed into a state-wide facility, the equipment of which is all owned by the University and which, in the course of the year, serves virtually every Kentucky radio station.

II. TV Developments in Colleges and Universities

The evidence available shows that a few institutions of higher learning have made a beginning in television in one of five ways:

1. Universities that now own and operate a TV station:
 - Iowa State College: This is the only institution actually having a TV station in operation. The transmitter was built largely by the engineering school and other equipment was purchased from standard suppliers. The station was established in 1950 without cameras and immediately started carrying network commercial productions. With income derived from this source, cameras and other facilities for local TV programming were purchased. It

operates on a V.H.F. channel. Power: 8kw aur, 13kw vis.

2. Universities that have applied to the Federal Communications Commission for permits to construct their own stations:

University of Illinois: Funds for the construction and operation of the station are to be secured from a University appropriation plus a special grant. The station is to operate entirely on a non-commercial basis.

Michigan State College: Funds for the construction and operation of the station are to be secured from a college appropriation. The proposed operation includes the carrying of commercial programs.

Ohio State University: Funds for construction (\$247,630) and operation (\$100,000 per year) are to be secured from a university appropriation. It is proposed that the operation be 100 per cent non-commercial. Power: 13 kw aur, 25.9kw vis.

3. Universities that have production relationships with commercial TV stations:

Syracuse University: The radio division of Syracuse University has entered into a contract with commercial television station WSYR of Syracuse that contains the following provisions: The University with its own money purchases all studio equipment and provides the studios on its own campus. The commercial station provides the transmitter and tower (not on the campus) and owns the station license. The University agrees to take care of all local program production for the station in return for payment on an agreed basis, plus the use of a specified number of hours on the air per week.

University of Miami (Florida): The radio division of the University of Miami has pioneered in the production of regular feature TV programs over WTVJ. About five programs a week are being presented according to latest information.

4. Universities producing programs over commercial TV stations assisted by funds from such stations: Johns Hopkins University: WAAM(TV) Baltimore has given this institution \$10,000 for the development of science TV programs.
5. Institutions producing programs over commercial TV stations without financial assistance from the stations: Franklin and Marshall College and Pennsylvania State Teachers College: These institutions alternate in

in presenting a weekly program entitled "Education in Action" each Sunday afternoon over WGAL(TV), Lancaster, Pennsylvania.

Western Reserve University: This institution offers full university credit for home study by television. It had previously been offering non-credit courses by TV.

Temple University: This institution has been presenting an elaborate schedule of credit and non-credit courses over Philadelphia TV station.

The Ban on the Live Telecasting of Athletics Events

Currently the University of Kentucky is prohibited from making simultaneous, or live telecasts of its football games by regulations of both the Southeastern Conference and the National Collegiate Athletics Association. Neither organization has made mention of basketball or spring sports, and it is assumed that the University would be free to telecast such events if it so desired and if such telecasts were feasible.

For intercollegiate football the NCAA is directing an experimental program designed to determine the effect of the telecast of a game on attendance, not only at the game itself, but elsewhere in the area. This experiment will be continued through 1952 unless the NCAA is forced to abandon it by court action or by force of public opinion. The attitude of the Southeastern Conference will probably be governed in a large measure by the recommendations of the NCAA. The evidence assembled by the NCAA would indicate that to date a live telecast has an adverse effect on attendance at the game in question and at other events in the area which are scheduled at the same time. What the long-term effects of television will be are still very much a matter of opinion. There are those who think it could be ruinous to college football and other sports, while others believe that, like radio, it will have the effect eventually of increasing attendance. If the experience of wrestling is used as a criterion, the latter may be right.

In the opinion of the committee, the best guess is that the bans against live television of athletics events cannot be long maintained. In any case, it would suggest that the University begin consideration of the policies that should govern the live telecasting of athletics events from the campus. Among the questions that will have to be answered are the following: (1) Will it be to the best advantage of the University to permit the telecast of all or certain football or basketball games, even if it is in a position to do so? (2) If games are to be telecast, shall the privilege of "carrying" the game be sold exclusively or shall all interested stations be assigned outlets on proper application and payment of fees, as is now the case with radio? (3) What charges shall be made for the privilege of telecasting games?

It may be that the telecasting of games from Lexington is not at present feasible, even though all bans are lifted. Until a television station is established in Lexington, the "pick-up" of the game would have to be sent to Louisville by micro-relay and broadcast from a Louisville station. This is a relatively expensive procedure. When broadcast from Louisville, the program would reach only the service area of the station, unless arrangements were made to transmit the program south to Nashville by another relay. Presently there is no way that the telecast could be fed north to a network. Obviously the University could not ignore completely the effect of a telecast from Louisville on the success of the athletics programs of other colleges and of the high schools in the area covered by such a telecast. It is interesting to note in this connection the following news item which appeared in the Louisville Courier-Journal on February 25, 1952:

An example of the headaches television can give athletics was provided in Chicago Saturday night.

The important Illinois-Iowa game at Champaign was televised into Chicago. And this cost DePaul University at least \$12,000, a spokesman said.

DePaul promoted the double-header at Chicago Stadium between Loyola-Seton Hall and Kentucky-DePaul. A disappointing crowd of 9,500 attended when around 15,000 fans, or more were expected.

"As soon as it was announced the game would be televised into Chicago, we had \$2,000 worth of tickets cancelled that very day, Thursday," the spokesman said.

The Proposals of WAVE-TV

On November 2, 1951, Mr. Nathan Lord, Manager of WAVE, Incorporated, and Mr. Wilbur Hudson, one of his associates, came to the University and discussed with President Donovan possibilities for the production of television programs on the University campus, and the transmission of these programs by means of a micro-relay to Louisville and by the establishment of a U.H.F. television station in Lexington. On November 23, Mr. George Norton, Jr., owner of WAVE, Incorporated, and Mr. Lord further discussed these proposals with the Executive Committee of the Board of Trustees. As stated in a letter of November 10 from Mr. Lord to President Donovan, the tentative suggestions of WAVE, Incorporated, were as follows:

Dr. Herman Donovan
President
University of Kentucky
Lexington, Kentucky

Dear Dr. Donovan:

In reference to the meeting you, Dr. Chamberlain, Wilbur Hudson, our Chief Engineer and I had on Friday, November 2nd, WAVE, INC. wishes to crystallize the points discussed by making the following tentative proposal:

1. WAVE, INC. will apply to the Federal Communications Commission for a license to operate a UHF television station in Lexington.
2. The University of Kentucky will equip its present studio for television by the acquisition of necessary equipment which, among other things, will involve adequate lighting, two studio cameras and associated control equipment.
3. The University will develop a training course in television which will probably involve the acquisition or construction by University personnel of additional equipment and such other non-electronic property as might be necessary to implement the training course.
4. The University of Kentucky will make available to the television station on an exclusive or on a first refusal basis all of the University's television productions and, subject to the station acceptance, available to the station we now operate in Louisville. The time and amount of such productions is to be agreed upon by the station and the University after the University has made an appraisal of the types of productions it will be in a position to offer. We suggest that among other productions the University endeavor to supply programs from its Agricultural Department and to explore the possibility of offering credit courses to be given by television by its Adult Education Department or its Extension Department.
5. The University will permit the use of its studio, technical facilities and staff by the station without compensation to the extent of a total of 7 hours air time a week, and permit the use of its studio, technical facilities and staff by the station for additional air time hours a week on a flat rental charge in an amount to be agreed on between the University and the station.

6. The station will contribute a sum of money to be agreed upon toward the accomplishment of the University's participation in this project.

7. The station will pay the University at a package price to be agreed on, for all programs made available for sponsorship and developed and produced by the University, the latter reserving the right to designate the type of sponsors who would not be acceptable to it.

8. The station will provide relay facilities from the University's studio to the station's transmitter.

There may be other features that the University would like to discuss as being desirable to it for incorporation in an agreement with the station. Additionally, the station would like for the University to explore the possibility of selling or leasing to the station on a long term basis a plot of land of a minimum dimension of 100' x 100' for the accommodation of the Station's tower, transmitter, building and other appropriate structures. Furthermore, the station would like an opportunity to discuss the possibility of having the first refusal on the telecasting of athletic events if, as and when the University decides to allow such telecasts.

We appreciate the time you and Dr. Chamberlain gave us and we trust that this letter gives you sufficient information so that we can work together as rapidly as possible to bring this matter to a conclusion.

Sincerely yours,

WAVE, INCORPORATED

Sgd/

Nathan Lord
Manager

Suggestions and Recommendations of the Committee

I. The Committee recommends that the proposal of Station WAVE not be accepted for the following reasons:

1. As a state-supported institution, the University could be severely criticized for making available to a particular station on an exclusive basis, all such television productions as it might be able to offer.
2. Similarly, it would be subject to much criticism if it made an agreement with a particular station whereby that station was allowed the use of the University studios, technical facilities, and staff for a stated number of hours a week, and more especially if the arrangement involved, as is probably intended, the exclusive use of such facilities.

3. While WAVE does not make a point of the telecasting of athletics events, it is probable that this is an important consideration, if not the major one. Currently the University is prohibited by rules of both the Southeastern Conference and the National Collegiate Athletics Association from having any football contest telecast simultaneously.* Even if such telecasts become possible, and if they should appear advisable, the University may prefer to have all stations that wish to participate, as they now do in radio, rather than grant an exclusive privilege to a single station.

II. The committee recommends that the University examine carefully the possibilities of providing, as a minimum, television facilities that will permit:

1. The production of television programs of an educational and cultural character in existing or modified studios, and the transmission of these programs to commercial stations now in operation, or that may later be established, in Lexington or Louisville.
2. The addition to its instructional program in Radio Arts, of courses in television, including the techniques of production, script writing, advertising, and station management.
3. The effective use of television as a medium of public relations for education and for the University, itself.

III. It is recognized, of course, that the University is not now in a position to finance the cost of the television facilities called for above, nor is it likely to be in the foreseeable future. This does not mean, however, that such facilities are completely unattainable. It is suggested that full advantage be taken of the assets, or potential, of the University that are of interest to the commercial television stations. These include:

1. Football and basketball contests that, when televised, could represent large earnings for participating stations.
2. Talent of a variety of kinds (musical, dramatic, educational, agricultural, et cetera) not available elsewhere, or available only at a considerable expense.
3. Possibilities for experimentation in education by television.
4. Possibilities for training personnel for employment in radio and television.

*Except as a game might be included in the experimental schedule. This is highly improbable as long as there is no way of extending the telecast beyond the service area of the originating station.

IV. Until the ban on the telecasting of athletics events is lifted the University must trade on its other assets. It is believed that these are of sufficient importance that a television station might be persuaded to provide the minimum equipment necessary for the production of studio programs and the necessary micro-wave relay for the transmission of these programs, without insisting on exclusive use of these or any other University facilities. It might even be possible for the cost of such equipment to be amortized over a relatively long period by talent charges made to all stations utilizing the facilities. Charges to the station furnishing the equipment and relay would be written off as payments on its investment.

V. If and when the situation is such that it is possible and desirable to telecast athletics events, the University would be justified in assigning part of the income from such television programs to the purchase of television equipment and to the promotion of instruction in radio and television. Currently the Director of the Department of Radio Arts is largely responsible for the administration of applications and permits for broadcasting athletics events. Yet his department receives no part of the income derived from such broadcasts, though it amounts now to approximately \$10,000 a year. With television added, this income would be greatly increased.

VI. If one or more stations should express an interest in telecasting basketball games next year it might be well for the University to cooperate in an experimental program. If the full impact of the live broadcast is to be tested, the proposed telecasts should be announced at the time the sale of season tickets is started.

VII. It is believed that, with respect to radio broadcasting, the University's policy of avoiding exclusive arrangements is sound, though it makes for additional work and an occasional unpleasantness. It does not follow, however, that the same policy should apply with respect to television. The space demands of television equipment are such that it would, no doubt, be impractical to accommodate a number of stations. Furthermore, there is little excuse for multiple telecasts of an event unless coverage is thus increased. It can be argued with some validity that the personalities and special talents of announcers may justify multiple radio broadcasts of an event, but this argument does not apply with equal force in the case of television. It is suggested, therefore, that negotiations with respect to the telecasting of campus events, more particularly athletics, be based on the policy of granting an exclusive right based upon bids. The same policy would apply, of course, to the Kentucky telecast of games on other campuses in which a

University team participates.

Respectfully submitted,

C. C. Carpenter
Robert H. Ford
Niel Plummer
B. A. Shively
Elmer G. Sulzer
M.M. White
R. W. Wild
Leo M. Chamberlain,
Chairman

The committee which I appointed last November to study television at the University of Kentucky has given this subject very careful consideration. Its report is, in my opinion, an excellent statement of our radio program at the University since its inception in April, 1929, and the possibilities that lie ahead with respect to a television program emanating from the campus of the University. The principles set forth in this document are, in my opinion, fundamentally sound. The report charts for us the plans which the University should accept and follow in the initiation of any television program originating on the campus of this institution.

I recommend (1) that the Board of Trustees approve the report which has been prepared for us by this committee and accept the principles and procedures recommended herein for our guidance in the implementation of a television program when it is initiated, and (2) that if the Southeastern Conference and the National Collegiate Athletics Association permit live telecasts of football and basketball games, that the Board of Trustees authorize the Board of Directors of the University of Kentucky Athletics Association to accept bids from television stations for the privilege of telecasting these games, and that the highest and best bid be accepted. The right will be reserved to refuse any and all bids.

It is generally believed by many informed persons who have studied the effect of telecasting football and basketball games on gate receipts that this may be very disastrous to athletics income and, therefore, it will be necessary for institutions to make partial compensation for this loss in attendance by making a charge for the privilege of telecasting these athletics events. Many institutions now sell their radio rights; however, the University of Kentucky in the past has pursued a policy which permits any radio station to broadcast an athletics event from the campus for a very nominal service charge.

A-8. 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

Terry E. Epperson, Jr., Part-time Instructor, Department of Geography, for four months, effective February 1, 1952.

Irving A. Gail, reappointed Psychiatric Consultant, for five months, effective February 1, 1952. Doctor Gail furnishes supervision for students in practical training in clinical psychology and acts as Psychiatric Consultant for the University Health Service.

Shirley J. Holzappel, Part-time Secretary, Department of Psychology, effective February 11, through May, 1952.

Harry B. Wood, reappointed Laboratory Technician, Kentucky Geological Survey, effective March 1 through June 30, 1952.

Ruby Trower, Instructor in Library Science for the period, June 16-July 5, 1952. Miss Trower will conduct the classes of Miss Laura Martin who will be on leave for three weeks.

Mildred Henderson, Part-time Secretary, Department of Philosophy, effective March 17, 1952.

Mildred Mae Steele, Clerk-Stenographer, Office of the Dean, effective March 17, 1952. Miss Steele is transferring from the Department of Philosophy.

John Zurfluh, Assistant Supervisor of Music, Louisville Public Schools, as Visiting Professor of Music for two months, effective July 1, 1952.

Frances Tiernan, Assistant Director of the Intergroup Relations Seminar, Department of Sociology, for two months, effective July 1, 1952.

Edmund Nosow, Assistant Geologist, Kentucky Geological Survey, effective June 7, 1952.

John A. Rea, Instructor, Department of Modern Languages, effective September 1, 1952, 10-months basis.

Chong-rwen Kao, Visiting Instructor in Geography for the summer session, 1952.

Salary Adjustments

Ruric E. Wheeler, Instructor, Department of Mathematics and Astronomy, placed on part-time, with adjustment in salary. Mr. Wheeler requests this change in order to have more time for study.

Barbara McCabe, Speech Therapist, Speech and Hearing Clinic, Department of Psychology, made Secretary and Part-time Speech Therapist, with adjustment in salary, effective February 1, 1952, for a period of five months.

Monroe F. Shepherd, Jr., Assistant Storekeeper, Department of Chemistry, promoted to Storekeeper, with adjustment in salary, effective March 1, 1952.

George F. Estes, Assistant Storekeeper, Department of Chemistry, adjustment in salary, effective March 1, 1952.

Ernest L. Rhodes, Instructor in English, placed on three-fourths time, with adjustment in salary, effective February 1, 1952.

Elizabeth Ann Bicknell, Secretary, Department of Psychology, placed on half-time, with adjustment in salary, effective February 15, 1952, in order to do graduate work.

James S. Calvin, Professor of Psychology and Head of the Department of Psychology, adjustment in salary, because of reduction of University duties while serving in a part-time position in military research, effective February 1, 1952, through May.

Resignations

James Lee Alloway, Storekeeper, Department of Chemistry, effective February 18, 1952.

Robert W. Schaefer, Part-time Instructor, Department of Chemistry, effective January 31, 1952.

Mrs. Willa B. Chambers, Clerk-Stenographer, Office of the Dean, effective March 15, 1952.

Death

John F. Foley, Instructor, Department of Geography, February 21, 1952.

College of Agriculture and Home Economics

Appointments

Mrs. Martha Jane Dixon, Clerk-Stenographer, Administration-

Records, effective February 4, 1952.

Loretta Joy Vice, Clerk-Stenographer, Administration-Records, effective February 4, 1952.

William Y. Varney, Part-time Instructor, Department of Animal Husbandry, effective February 1, 1952. Mr. Varney has been serving as a graduate assistant in the department.

Mary Rose Robbins, Clerk, Agricultural Extension, Lee County, effective February 25, 1952 through June 30, 1952.

Miss George Ann Dixon, Clerk, Agricultural Extension, Estill County, effective February 11, 1952, through June 30, 1952.

Evelyn Ray Cox, Clerk, Agricultural Extension, Meade County, effective January 14, 1952.

Woodrow Mullins, Fire Warden, Robinson Substation, effective February 1, 1952.

Levi Oliver, Assistant County Agent, Caldwell County, effective March 1, 1952.

Mrs. June V. Stevens, Clerk-Stenographer, Department of Feed and Fertilizer Control, effective March 1, 1952. Mrs. Stevens has been working on an hourly basis.

Mary Ruth Humphries, Clerk-Stenographer, effective March 1, 1952. Miss Humphries has been working on a trial basis.

Geraldine E. Swift, Clerk, Agricultural Extension, Oldham County, effective March 1, 1952, through June 30, 1952.

Gladys Cothan, Assistant Home Demonstration Agent, Logan County, effective April 1, 1952.

James Ernest Hunt, Farm Laborer, Western Kentucky Substation, effective April 1, 1952. Mr. Hunt has been working on a daily basis.

Gilbert H. Ahlgren, Head of the Department of Agronomy, effective July 1, 1952.

Doris May Hinds, Technical Assistant, Department of Agronomy, effective April 1, 1952. Mrs. Hinds has been working on an hourly basis.

John T. Tuttle, Dairy Plant Worker, Department of Animal Industry, effective March 1, 1952. Mr. Tuttle has been working on an hourly basis.

Robert Berreman, route man on milk truck, effective March 26, 1952.

Jennell Foy Howard, Clerk-Stenographer, Department of Agronomy, effective March 1, 1952.

Assistant
Richard Thurston, Entomologist, Experiment Station, effective April 16, 1952.

Clarence P. Bayes, Assistant County Agent, Perry County, effective April 1, 1952.

Patricia Ann Allen, Clerk-Stenographer, Department of Agronomy, effective May 1, 1952. Mrs. Allen has been working on an hourly basis since March 17.

Iris Clark, Assistant Professor of Home Economics, effective June 10, 1952.

Betty Jane Downer, Assistant Professor of Home Economics, effective September 1, 1952.

John D. Tignor, Assistant County Agent, Rockcastle and S. Madison Counties, effective April 1, 1952.

Salary Adjustments

Edwina L. Steele, Clerk-Stenographer, Administration-Records, adjustment in salary, effective February 1, 1952.

Juanita Brewer, Clerk-Stenographer, Administration-Records, adjustment in salary, effective February 1, 1952.

Frances Ramsey, Clerk-Stenographer, Administration-Records, adjustment in salary, effective February 1, 1952.

Mrs. Blanche Morris, Clerk, Agricultural Extension, Wayne County, adjustment in salary, effective February 1 through June 30, 1952.

Glenn L. Johnson, Economist in Farm Economics and Professor of Farm Economics, adjustment in salary, through cooperation with the Tennessee Valley Authority, effective February 1 through June 30, 1952.

Arch W. Walls, laborer and tractor operator, Western Kentucky Substation, adjustment in salary, effective March 1, 1952.

Boone Piercy, Farm Foreman, Western Kentucky Substation, adjustment in salary, effective March 1, 1952.

Cash Gray, dairyman and poultryman, Western Kentucky Substation, adjustment in salary, effective March 1, 1952.

Ellis Gray, laborer and aid to dairyman, Western Kentucky Substation, effective March 1, 1952.

Chester A. Capps, farm laborer and tractor operator, Western Kentucky Substation, adjustment in salary, effective March 1, 1952.

Pollard Thompson, teamster and farm laborer, Western Kentucky Substation, adjustment in salary, effective March 1, 1952.

Doris J. Baker, Clerk-Stenographer, Department of Animal Industry, adjustment in salary, effective March 1, 1952.

Gertrude M. Hunt, Clerk-Typist, Administration, Service Office, adjustment in salary, effective March 1, 1952.

William A. Seay, Assistant Agronomist; Assistant Professor of Soils, adjustment in salary, effective March 1, 1952.

James H. Muntz, Assistant Agronomist, Experiment Station, adjustment in salary, effective March 1, 1952.

Patch G. Woolfolk, Assistant Professor of Animal Husbandry; Assistant in Animal Husbandry, adjustment in salary, effective March 1, 1952.

Walter E. Thomas, Assistant Professor of Animal Husbandry; Assistant in Animal Husbandry, adjustment in salary, effective March 1, 1952.

E. R. Doll, Veterinarian, Experiment Station, adjustment in salary, effective July 1, 1952.

Ray H. Dutt, Associate in Animal Husbandry, adjustment in salary, effective March 1, 1952.

H. H. Drudge, Parasitologist, Experiment Station, adjustment in salary, effective July 1, 1952.

Ross G. Brown, Veterinarian; Associate Professor of Veterinary Science, adjustment in salary, effective July 1, 1952.

Scott L. French, Instructor in Animal Husbandry; Assistant in Animal Husbandry, Experiment Station, adjustment in salary, effective March 1, 1952.

O. D. Hamilton, Salesroom Helper, made Laboratory Assistant and Supervisor of Salesroom, with adjustment in salary, effective March 1, 1952.

William A. Brooks, Laboratory Mechanic, made General Mechanic, with adjustment in salary, effective April 1, 1952.

Beryl T. McClain, Assistant in Animal Husbandry, made Instructor in Animal Husbandry, with adjustment in salary, effective May 1, 1952.

Leonard H. Plunkett, Farm Foreman, adjustment in salary, effective May 1, 1952.

Claude Jones, Farm Laborer, adjustment in salary, effective April 16, 1952.

Dee Coyle, Tractor Operator, adjustment in salary, effective April 16, 1952.

Leaves of Absence

Mrs. Martha B. Owens, Home Demonstration Agent, granted maternity leave, effective March 1 - May 31, 1952.

E. J. Kilpatrick, Assistant State Agent, Agricultural Extension Division, granted an extension of leave for the period July 1 through August 15, 1952. Mr. Kilpatrick wishes, upon the expiration of his assignment in Greece, June 30, to visit in Italy, Switzerland, France, Holland, England, and if time permits, Scotland and Ireland, where he may observe work of particular interest in the extension field.

Death

Leland Blakeman, Stableman, Experiment Station, March 17, 1952.

Resignations

John B. Shryock, Senior Assistant County Agent, Shelbyville, Ky., effective February 29, 1952.

Mrs. Louise C. Hart, Home Demonstration Agent, Madison County, effective March 8, 1952.

Johnnie Miller, firewarden, Robinson Substation, effective January 31, 1952.

Mrs. Laura Withers Wiedo, Assistant Analyst, Department of Agronomy, effective February 16, 1952.

Grace H. Wilson, Clerk-Stenographer, Department of Agronomy, effective March 22, 1952.

Corrine Waas, Clerk, Agricultural Extension, Lee County, effective January 31, 1952.

Winnie L. Rice, Clerk, Agricultural Extension, Estill County, effective January 31, 1952.

Dr. Mary E. Sweeney, Visiting Professor, Department of Home Economics, effective January 31, 1952.

Mrs. Susie P. Robertson, Clerk, Agricultural Extension, Oldham County, effective February 29, 1952.

Mrs. Josephine Gardner, Clerk-Stenographer, Home Demonstration, Jefferson County, effective March 31, 1952.

Mrs. Bobbie Dean Congleton, Clerk-Stenographer, Department of Agronomy, effective February 29, 1952.

Leonard M. Josephson, Agronomist, effective March 31, 1952.

Emmitt Dozier, Jr., Instructor in Dairying; Superintendent of Creamery, effective April 12, 1952.

Scott L. French, Assistant in Animal Husbandry; Instructor in Animal Husbandry, effective April 26, 1952.

Beryl Webster Haycock, Clerk-typist, Department of Markets and Rural Finance, effective March 14, 1952.

John Whalen, Jr., route man on milk truck, effective March 28, 1952.

Catherine Almeda Maxey, Clerk, 4-H Club Department, effective April 22, 1952.

College of Engineering

Appointments

Catherine Judy Wilson, Junior Clerk-Stenographer, Engineering Experiment Station, effective March 1, 1952.

Vivian Carlton Currens, Mechanic, College of Engineering Aeronautical Research Laboratory, effective April 1, 1952, to June 30, 1952.

Changes in Rank

Gustavus E. Smith, Assistant Professor of Electrical Engineering, made Instructor in Electrical Engineering. This change is made in order that Mr. Smith may work on a program which will eventually allow him to earn the Ph.D. degree, and is effective March 1, 1952.

Oliver W. Gard, Instructor in Mechanical Engineering, promoted to Assistant Professor of Mechanical Engineering, with adjustment in salary, effective March 1, 1952.

College of Education

Appointments

Tunis Romein, Part-time Instructor in Education, effective February 11, 1952.

Mrs. Edna Ratcliffe, Secretary, University School, effective February 18, 1952.

Mrs. Phoebe Marie Waters, Part-time Secretary, Agricultural Education, effective April 14, 1952.

Dr. Richard Tuthill, Registrar, as Professor of Education, to teach those courses dealing with the preparation of registrars, effective for the academic year 1952-53.

Resignation

Lawrence Nath, Part-time Instructor, Foundations of Education, effective February 9, 1952.

College of Commerce

Leaves of Absence

Eldred C. Speck, Assistant Professor of Commerce, granted sabbatical leave from September 1, 1952 to January 31, 1953, and from February 1, 1953 to September 1, 1953, in order to complete residence requirements for the Ph.D. degree at Northwestern University.

Homer C. Lewis, Associate Professor of Commerce, returned from leave of absence February 1, 1952.

Herman A. Ellis, Assistant Professor of Economics, granted a sabbatical leave of absence effective September 1, 1952, through June 30, 1953. Professor Ellis plans to complete residence requirements for the Ph.D. degree at Indiana University.

College of Pharmacy

Leave of Absence

Charles T. Lesshafft, Jr., Instructor in Pharmacy, granted a leave of absence for the academic year beginning September, 1952, and ending in June, 1953.

Department of University Extension

Appointments

David K. Blythe, Instructor in Civil Engineering, effective February 1, 1952, for three months.

E. Minor Pace, reappointed Instructor in Practical Mining, at Wheelwright, Kentucky, effective February 1, 1952, for three months.

Thelma Rogers, Clerk-Typist, effective February 1, 1952.

Robert D. Price, Instructor in Education, Northern Extension Center, part-time, effective February 1, 1952.

Mary Hopper Laytham, Instructor in Public School Music, part-time, for five months, effective February 1, 1952.

Elizabeth Ann Higgs, Secretary, effective February 4, 1952.

William L. Husk, Instructor in Practical Mining at Madisonville, Kentucky, effective January 1, 1952, for three months.

Marjorie Burt, Library Assistant, Northern Extension Center, for three months, effective March 1, 1952.

Salary Adjustment

Mrs. Dorothy E. Woodhouse, Bookkeeper, made Secretary, and her salary adjusted, effective February 1, 1952.

Resignations

Mrs. Dorothy B. Jessee, Secretary, effective January 31, 1952. Mrs. Jessee is transferring to the Graduate School.

Jack Gottschang, Instructor in Zoology, Northern Extension Center, effective February 1, 1952.

University Library

Appointments

Mrs. Irene Conyers, Pharmacy Librarian, for two months, effective April 1, 1952.

Mrs. Margaret T. Regan, Typist, effective April 7, 1952.

Leave of Absence

Lawrence S. Thompson, Director of Libraries, returned from leave of absence March 14, 1952.

Resignations

Mrs. Anne Sutherland, Binding and Documents Clerk, effective February 29, 1952.

Mrs. Sharon Richard Givhan, Pharmacy Librarian, effective March 31, 1952.

Cynthia Mae Greenup, Typist, Acquisitions Department, effective March 31, 1952.

Betty Carolyn Congleton, Clerk-Typist, part-time, effective March 31, 1952.

Registrar's OfficeSalary Adjustment

Annette Siler, Clerk, made Research Statistician, with adjustment in salary, effective March 1, 1952.

Office of the Dean of StudentsAppointment

Walter Edmund Hicks, Acting Director, Scott Street Barracks, for two months, during the absence of Sam Morton, effective February 23, 1952. This appointment is being continued after April 22.

Resignation

Mrs. Winnifred C. Wright, housemother, Pi Kappa Alpha fraternity, effective March 31, 1952.

University Health ServiceResignation

Mrs. Vivian Combs Morris, Clerk and Receptionist, effective March 26, 1952.

Bureau of Source Materials in Higher Education

Resignation

Betty Carolyn Congleton, Clerk-Typist part-time, in the Bureau and part-time in the Library, effective April 1, 1952.

Department of Public Relations

Appointment

Boyd R. Keenan, News Editor, effective April 1, 1952.

Resignation

Paul Crowdus, Assistant Director and News Editor, effective March 31, 1952.

Radio Station

Appointment

David Wright, Engineering Supervisor, effective February 26, 1952.

Business Management and Control

Leave of Absence

Mrs. Janet N. Stark, Clerk-Typist, Purchasing and Stores, granted leave for an indefinite period, effective April 1, 1952.

Salary Adjustments

Margaret Lewis, Principal Clerk, Accounting, made Cashier, with adjustment in salary, effective March 1, 1952.

Ethel Burrrier, Bookkeeping Machine Operator, made Senior Bookkeeping Machine Operator, with adjustment in salary, effective March 1, 1952.

Barbara Criswell, Senior Bookkeeping Operator, adjustment in salary, effective March 1, 1952.

Kate Kearns, Senior Account Clerk, adjustment in salary, effective March 1, 1952.

Nila Jean Newton, Stenographer, made Clerk-Stenographer, with adjustment in salary, effective March 1, 1952.

Mary Louise Ransdall, Clerk, made Senior Clerk-Typist, with adjustment in salary, effective March 1, 1952.

Madge Mitchell Walters, Bookkeeping Machine Operator, made Senior Bookkeeping Machine Operator, with adjustment in salary, effective March 1, 1952.

Resignation

Mrs. Anne McCarthy Bryant, Stenographer, effective February 29, 1952.

Maintenance and Operations

Resignation

Jacqueline Turner, Clerk-Stenographer, effective February 20, 1952.

University Commons - Student Union Building

Appointment

Thelma Thompson Mayes, Assistant Director, effective February 28, 1952.

University Station Post Office

Appointment

James Ballard Floyd, mail carrier, effective April 1, 1952.

Resignation

Everett Conner, mail carrier, effective March 31, 1952.

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

A-9. Adjournment.

Upon motion duly made, seconded and carried, the Board adjourned at 3:30 p.m., to meet again June 3, 1952.

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