

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, May 10, 1940.

The Executive Committee of the Board of Trustees of the University of Kentucky met in President McVey's office at the University Friday, May 10, 1940, at 1:30 p.m. The members of the Committee present were Judge Richard C. Stoll, Chairman; James Park, H. S. Cleveland, Robert P. Hobson and Lee Kirkpatrick. President Frank L. McVey and D. H. Peak, Secretary of the Board, were present.

1. Board Membership.

It was announced that Governor Johnson had reappointed Harper Gatton and John S. Cooper members at large of the Board, and had reappointed James Park as alumni member of the Board.

Memorandum concerning appointments and terms of Members of the Board of Trustees, May 10, 1940.

The ex-officio members who serve during their terms of office are Governor Keen Johnson; Superintendent of Public Instruction J. W. Brooker, and Commissioner of Agriculture, W. H. May.

The members from the State Board of Agriculture are:

John C. Newcomb, 1940
D. D. Stewart, 1942
H. S. Cleveland, 1944

The members at large, appointed from the State as a whole, are:

Richard C. Stoll, Lexington, 1942
Robert P. Hobson, Louisville, 1942
Mrs. Paul G. Blazer, Ashland, 1944
Lee Kirkpatrick, Paris, 1944
John S. Cooper, Somerset, 1946
Harper Gatton, Madisonville, 1946

Alumni members appointed for a term of six years are:

Louis Hillenmeyer, Lexington, 1942
Marshall Barnes, Beaver Dam, 1944
James Park, Lexington, 1946.

2. Member of Council of Higher Education.

On motion and second, the appointment of Mrs. Paul G. Blazer as a member of the Council of Higher Education, representing the University of Kentucky, to succeed Louis Hillenmeyer, resigned, was approved and ordered.

3. Approval of Minutes.

The minutes of the meeting of the Executive Committee of February 8, 1940, were approved as published.

4. Financial Report.

The Business Agent filed financial reports for months of March, and April, respectively, 1940. The reports being cumulative, the report for April was ordered recorded in the minutes. The report reads as follows:

EXHIBIT "B"

Statement of Income and Expenditures Month of April 1940

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year to Date</u>
General Fund Income			
Fed. Appro.-Morrill-Nelson	42,750.00		42,750.00
Vocational Ed. Board	24,464.78	5,258.50	29,723.28
Fed. Appro.-Bankhead-Jones	32,934.93	5,751.64	38,686.57
State Appro.-Summer School	8,000.00		8,000.00
Special Agr. Appro.	18,000.00	2,000.00	20,000.00
State Appro.-General	568,799.54	69,550.88	638,350.42
Bldg. Revenue Bond & Op. Fund	65,116.01	379.00	65,495.01
Bldg. Revenue & Op. Fund-1938	17,610.00	1,942.00	19,552.00
State Appro.-Repairs to Bldgs.	8,850.64		8,850.64
Int. on Peabody Endowment	500.00		500.00
Student Fees	201,032.28	6,141.93	207,174.21
Student Fees - Sun. Sch.	62,797.25		62,797.25
Student Fees - UHS	9,836.00	330.00	10,166.00
Student Fees - El. Tr. Sch.	6,925.00	390.00	7,315.00
Student Fees - Univ. Exten.	10,492.67	763.25	11,255.92
Miscellaneous Receipts	10,823.02	1,625.85	12,448.87
Athletics		40,370.64	40,370.64
Rentals	1,420.00	195.00	1,615.00
Men's Dormitories	18,179.25	1,294.85	19,474.08
Engineering Equipment	43,886.21	8,569.72	52,455.93

Scientific and Laboratory			
Equipment	60,000.00		60,000.00
Library Equipment	11,023.88	1,861.82	12,885.70
Interest on Land Grant Bonds	1,198.83	3,123.42	4,322.25
Total	<u>1,224,640.27</u>	<u>149,548.50</u>	<u>1,374,189.77</u>
Expenditures			
Instruction	757,575.56	91,773.95	848,349.51
Adm., Expense & Maintenance	383,187.82	34,304.86	417,492.68
Additions and Betterments	47,744.35	10,109.75	57,854.10
Total	<u>1,188,507.73</u>	<u>136,188.56</u>	<u>1,324,696.29</u>
Excess of Income over Expenditures	<u>36,132.54</u>	<u>13,359.94</u>	<u>49,492.48</u>
Patterson Hall Income			
Board	65,961.20	19,302.04	85,263.24
Miscellaneous	6.60	75.15	81.75
Room Rent - Summer School	1,147.08		1,147.08
Total	<u>67,114.88</u>	<u>19,377.19</u>	<u>86,492.07</u>
Expenditures			
Expense	43,952.55	8,807.03	52,759.58
Additions and Betterments	17,457.12	15.00	17,472.12
Total	<u>61,409.67</u>	<u>8,822.03</u>	<u>70,231.70</u>
Excess of Income over Expenditures	<u>5,705.21</u>	<u>10,525.44</u>	<u>16,230.65</u>
General Fund Income	<u>1,291,755.15</u>	<u>168,925.69</u>	<u>1,460,680.84</u>
General Fund Expenditures	<u>1,249,917.40</u>	<u>145,010.59</u>	<u>1,394,927.99</u>
Excess of General Fund Income over Expenditures	41,837.75	23,915.10	65,752.85
Experiment Station Income			
Hatch - Federal Appro.	11,250.00	3,750.00	15,000.00
Milk and Butter - Cash Rec.	9,537.13	1,045.54	10,582.67
Beef Cattle Sales	937.50		937.50
Dairy Cattle Sales	1,258.43	71.20	1,329.63
Sheep Sales	1,217.88		1,217.88
Swine Sales	2,032.38		2,032.38
Poultry Sales	2,302.38	181.14	2,483.52
Farm Produce Sales	2,460.73	96.59	2,557.32
Horticultural Sales	1,143.58	.50	1,144.08
Seed Test	1,451.18	7.00	1,458.18
Seed Inspection	22,631.27	1,503.58	24,134.85
Rentals	5,297.45	119.67	5,417.12
Miscellaneous	606.60	16.86	623.46
Fertilizer - Fees	34,118.27	9,491.25	43,609.52
Public Service - State Appro.	13,836.36	1,682.64	15,519.00
Public Service - Misc.	60.00		60.00
Feeding Stuffs - Fees	52,833.88	5,439.50	58,273.38
Adams - Federal Appro.	11,250.00	3,750.00	15,000.00
Serum - Sales	1,121.37	92.25	1,213.62
Serum - Virus Sales	30.35	1.95	32.30
Serum - Live Stock Sales	104.35		104.35
Serum - Supplies	37.30		37.80

Serum - Miscellaneous	20.30	1.87	22.17
Horticultural Appro.	5,905.46	959.73	6,865.19
State Appropriation	36,726.18	3,952.74	40,678.92
Creamery - License Fees	8,598.50	50.00	8,648.50
Creamery - Testers Licenses	3,107.02	39.00	3,146.02
Creamery - Glassware Tested	403.97	54.34	458.31
Creamery - Miscellaneous	15.63		15.68
Robinson - State Appro.	9,432.34	1,363.68	10,796.02
Robinson - Misc. Receipts	2,891.41	195.49	3,086.90
West Ky., - State Appro.	10,558.83	1,078.33	11,617.16
West Ky. - Misc. Receipts	5,424.92	544.01	5,968.93
Purnell - Federal Appro.	45,000.00	15,000.00	60,000.00
Bankhead-Jones - Fed. Appro.	59,203.53	19,734.51	78,938.04
Nursery Inspection - State Appro.	1,500.00	100.00	1,600.00
Nursery Inspection - Fees	1,925.00	100.00	2,025.00
Total	<u>366,210.03</u>	<u>70,423.37</u>	<u>436,633.40</u>
Expenditures			
Expense	309,484.15	39,800.41	349,284.56
Additions and Betterments	5,282.89	596.62	5,879.51
Total	<u>314,767.04</u>	<u>40,397.03</u>	<u>355,164.07</u>
Excess of Income over Expenditures	<u>51,442.99</u>	<u>30,026.34</u>	<u>81,469.33</u>
Extension Division Income			
Federal - Bankhead-Jones	443,610.87		443,610.87
Federal - Smith-Lever	148,308.76		148,308.76
Federal - Capper-Ketchan	36,800.97		36,800.97
State Smith-Lever	90,000.00	9,988.50	99,988.50
County and Other	17,002.45	4,926.30	21,928.75
Total	<u>735,723.05</u>	<u>14,914.80</u>	<u>750,637.85</u>
Expenditures			
Expense	<u>560,848.36</u>	<u>63,285.32</u>	<u>624,133.68</u>
Excess of Income over Expenditures	<u>174,874.69</u>	<u>(48,371.52)</u>	<u>126,504.17</u>
Trust Fund Income			
Student Loan Fund	1,264.37	34.66	1,299.03
Student Notes Paid	2,349.48	220.97	2,570.45
Total Receipts	<u>3,613.85</u>	<u>255.63</u>	<u>3,869.48</u>
Expenditures			
Expense	872.13	21.50	893.63
Student Notes	820.00	50.00	870.00
Total Expenditures	<u>1,692.13</u>	<u>71.50</u>	<u>1,763.63</u>
Excess of Receipts over Expenditures	<u>1,921.72</u>	<u>184.13</u>	<u>2,105.85</u>

Summary

General Fund Income	1,291,755.15	168,925.69	1,460,680.84
Experiment Station Income	366,210.05	70,423.37	436,633.40
Extension Division Income	735,723.05	14,914.80	750,637.85
Trust Fund Income	1,264.37	34.66	1,299.03
Total	<u>2,394,952.60</u>	<u>254,298.52</u>	<u>2,649,251.12</u>
General Fund Expenditures	1,249,917.40	145,010.59	1,394,927.99
Experiment Station Expend.	314,767.04	40,397.03	355,164.07
Extension Div. Expend.	560,848.36	63,285.32	624,133.68
Trust Fund Expenditures	872.13	21.50	893.63
Total	<u>2,126,404.93</u>	<u>248,714.44</u>	<u>2,375,119.37</u>
Excess of Income over Expenditures	268,547.67	5,584.08	274,131.75

5. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from January 25 to May 1, 1940. The report showed orders made by the Business Office on authority of the Requisition Committee in the manner prescribed by the Board of Trustees and State Laws, running from No. 6296 to 9512. The report was examined and, on motion and second, the orders named therein were ratified and approved and payments on said orders were authorized and approved. The following budget additions were approved: Buildings and Grounds, Memorial Hall Basement, \$43.00; Chemistry Building, \$355.00; Pence Hall, laboratory, \$85.00; Stenographic Bureau, repairing typewriters, \$24.00.

6. Audit of University Accounts.

The Business Agent stated that he made requisition to the State Department of Finance, Division of Purchases, for detailed audit of University accounts for year 1938-1939, submitting therewith a copy of the minutes and resolution passed at the April 1940 meeting of the Board of Trustees (See Sec. 10). On that resolution, the State Division of Purchases issued contract No. C. T. 7090, which reads as follows:

To:
Auditing Business Office Accounts, Uni-
versity of Kentucky, for year, July 1,
1938, to June 30, 1939.

\$1350.00

No overage will be accepted for payment
on this Contract.

On May 6, 1940, W. J. Ferguson and his assistant, L. W. Sieke-
meyer, representing Peat, Marwick, Mitchell and Company, began
work on the audit, by authority of the following letter:

PEAT, MARWICK, MITCHELL & CO.

May 4, 1940

University of Kentucky
Lexington, Kentucky

Gentlemen:

This will serve to introduce to you
Mr. W. J. Ferguson, who will, on our behalf,
undertake an examination of the accounts of
the University for the year ended June 30, 1939.

Mr. Ferguson's signature follows
for the purpose of identification.

Yours very truly,

PEAT, MARWICK, MITCHELL & CO.

(Signed) By C. M. White
Manager

Mr. Ferguson's signature

(Signed) W. J. Ferguson

7. Campus Book Store Report.

The Business Agent filed the report of the Campus Book Store for period of July 1, to December 31, 1939. It was ordered inserted in the minutes:

July 1939 - - - - - December 1939	
July - - - - -	\$ 4,352.06
August - - - - -	1,062.73
September - - - - -	35,168.57
October - - - - -	12,844.63
November - - - - -	3,727.70
December - - - - -	<u>2,315.48</u>
	\$59,471.17

COMMISSION APPLIED

Gross Sales Commission - - - - -	\$4,460.33
at $7\frac{1}{8}\%$	

Exemptions and deductions ----

Dr. F. T. McFarland - - - - -	\$6.75
Dr. M. M. White - - - - -	48.54
Dr. W. S. Webb - - - - -	7.05
Dr. W. W. Jennings - - - - -	3.05
Carl Fischer Company - - - - -	6.04
Prof. Lawrence Yates - - - - -	89.50
Dr. Harry Best - - - - -	4.32
Dept. of Physics - - - - -	19.26
Law Companies - - - - -	37.96
Central Scientific Co. - - - - -	86.24
Charge for Handling Requisition Supplies	
September 1937 to January 1, 1940	
	<u>1,065.17</u>
	<u>1,374.33</u>
Net Return to the University	\$ 3,086.00

The Business Agent, who is chairman of the Campus Book Store Committee, then made a report of the operations of the Book Store from the beginning of the lease of James Morris to December 31, 1939. This report shows successful operation of store that has been most satisfactory to the Campus Book Store Committee. A copy of the report appears in the appendix to these minutes.

At a meeting of the Campus Book Store Committee held in President McVey's office April 5, 1940, the following resolution was passed:

It was moved by Dean Jones and seconded by Dean W. E. Freeman that the committee recommend to the board of trustees of the University of Kentucky that the contract with Mr. James E. Morris be renewed for three years under the same conditions under which he is operating at the present. The motion was carried and recorded in the minutes.

The Executive Committee, on motion seconded and carried, ordered that the contract of the University of Kentucky with Mr. James Morris, for operation of the Campus Book Store, be renewed for a period of three years from date of expiration, January 1, 1941, on same terms and conditions as those in the present contract.

8. College Catering Company

The Business Agent reported that he had received from the College Catering Company a statement giving details of its operation and showing financial status. It was ordered that a copy of the statement be sent to each member of the Board of Trustees, and consideration was deferred to the next meeting of the Board of Trustees.

9. Greater Kentucky Campaign Fund.

The Business Agent produced a copy of a report on Greater Kentucky Campaign Fund, dated December 15, 1931, and made the following statement:

There have been no receipts and disbursements since the report made to the Board on December 15, 1931. The balance, \$121.08, was held pending further expense, but no expense has been incurred. The distribution of this balance, if made according to agreement, would be as follows:

Student Loan Fund	\$17.89
Patterson Memorial Fund	17.89
Balance that may be applied to Memorial Building notes	<u>85.30</u>
	\$121.08

On motion and second, the balance in the account was ordered distributed as shown in the statement presented, the amount of \$85.30 due the University of Kentucky to be paid on the Alumni Association note, endorsed by the Athletic Association and the University, payable to the First National Bank and Trust Company of Lexington, Ky.

10. Organizations Fund Audit.

The Business Agent presented a copy of an audit of the Organizations Fund account from March, 1938, the beginning of the fund accounting, to July 1, 1939, the audit being made by John W. Good, accountant. There are 83 accounts carried on the books, which, for the period of the audit, have totaled \$152,448.84 in deposits and \$133,109.08 in disbursements, leaving balance as of July 1, 1939, \$19,339.76.

Balance Sheet:

ORGANIZATIONS FUND Balance Sheet June 30, 1939

Assets:		Accountabilities:	
Cash	\$3,962.96	Organization Accounts	
Accrued Interest	225.00	(net balances)	\$19,339.76
Advances	252.55	Fund Surplus	237.55
Investment Account	15,000.00		
Office Equipment	136.80		
	<u>\$19,577.31</u>		<u>\$19,577.31</u>

Income and Expense:

Income:

Handling Charges		\$452.26	
Interest			
Received	\$180.00		
Accrued	225.00	405.00	\$857.26

Expense:

Wages	400.00		
Postage	25.00		
Printing	124.50		
Insurance	10.00		
Office Supplies	10.93		
Equipment (1/5 cost)	34.20		
Miscellaneous	15.08		
		<u>619.71</u>	

Excess of Income over Expense

\$237.55

Report of Accountant:

Mr. D. H. Peak, Business Agent
University of Kentucky

Dear Mr. Peak:

I have completed an audit of the records of the Organizations Fund of the University of Kentucky for the period beginning in March, 1938, and ending June 30, 1939.

A detailed audit was not made, but sufficient check on all portions of the records was made to clearly indicate their accuracy. It is my belief that the following report accurately presents the balances of the various organizations on hand at the end of the period, and the transactions of the general Fund accounts for this period.

Items of Income and Expense applicable to the Fund in general are shown in an account termed "Organization Fund Expense". I have transferred \$171.00, representing cost of an adding machine, from this account to a separate asset account to be written off over a period of five years.

The records appear to have been very well kept and I am completely satisfied as to their accuracy.

Yours sincerely,

(Signed) John W. Good.

11. Investments.

The Bankers Bond Company, Louisville, Ky., made the following suggestion of investment, dated May 9, 1940:

We own and offer, subject to prior sale -- \$10,000 CITY OF LOUISVILLE STREET IMPROVEMENT 6% bonds due to 1941-49 inclusive, at 105 to yield approximately 5% to maturity. The City of Louisville has outstanding approximately \$300,000 of this type of bond on which there are tax collections of 99.8%. The tax delinquency is less than \$800. This is a remarkable record considering the amount of bonds outstanding and also the fact that the first issue of this type of bond has been outstanding more than five years.

On motion, seconded and carried, it was ordered that the City of Louisville Street Improvement Bonds be purchased, in amount of \$100,000.00, face value. The investment is to be made from Student Loan Fund.

12. Smith Hall Lease.

The Business Agent filed following request for renewal of lease of Smith Hall to the Chi Omega Sorority:

May 9, 1940

I wish to apply for the renewal of Chi Omega Fraternity's lease on Smith Hall for the school year 1940-41.

I believe Mrs. Holmes has discussed with you several repairs we would like to have made this summer. Please let me know when the lease is ready to be signed.

(Signed) Frances Hannah
President

The following needed repairs and additions have been suggested:

April 2, 1940

Mr. D. H. Peak
Business Agent

My dear Mr. Peak:

According to the lease on Smith Hall which the Chi Omegas signed last year, they must indicate that they wish to renew the lease by April 1. Frances Hannah, the new president, has been to see you in regard to renewing the lease.

There are certain things which the group would like to have done before signing the lease another year. First, they need additional floor plugs in some of the rooms so that the fire hazard will be less. The roof of the new porch has never been sealed, and it should be sealed before it can be used. Some of the plumbing fixtures are old and need to be replaced. The girls have always wanted central heating. I have asked Mr. Crutcher to suggest a plan whereby it might be possible to put in central heating. I am enclosing a letter which he has written me regarding the floor plugs and the central heating.

I would like to discuss these two questions with you at your convenience.

Sincerely yours,

(Signed) Sarah B. Holmes

Mrs. Sarah B. Holmes
Assistant Dean of Women

The Business Agent was directed to get from the Superintendent of Buildings and Grounds the complete estimate of cost of repairs needed and to get quotation of cost of furnace needed and cost of installation.

13. Report of Injury of Students on Gymnasium Floor.

The Business Agent filed as his report communications copied as follows:

April 9
1940

Mr. D. H. Peak
Business Agent
University of Kentucky

Dear Mr. Peak:

I have the copy of your letter to Dr. J. S. Chambers, under date of April 6, regarding the injuries of students Holmes and Powers.

Both of these young men received injuries in the Gymnasium Annex building due to water on the gymnasium floor which came from a leak in the roof of the building. Holmes received his injuries in the morning a few minutes prior to the beginning of his physical education class. Powers received his injuries in the evening during an intramural basketball game.

If there is any additional information that I can furnish, please feel free to call on me.

Cordially yours,

(Signed) M. E. Potter,
Head
Department of Physical Education

May 6, 1940

Mr. D. H. Peak
Business Agent
University of Kentucky

Dear Mr. Peak:

In a recent letter you inquired about the cases of two students, J. R. Powers and A. S. Holmes, both of whom were injured in the gymnasium annex in February. I present the following information.

Both students were injured on the same day, falling or slipping on the wet floor in the gymnasium, the water having come from a leaky roof on the building.

Mr. Powers' left leg was fractured. He entered the hospital on February 20th and left on March the 8th. His leg was placed in a cast on the 21st of February and again on the 24th. His hospital bill amounted to \$94.00. Dr. W. M. Brown said his bill would not be over \$50.00. Powers had a fracture of the left fibula and was also treated for follicular tonsillitis.

Mr. Holmes received a rather severe brain concussion. He was under observation in the hospital for one week. His hospital bill is \$35.00. There are no other bills connected with his injury. Mr. Holmes has discussed with me the possibility of getting some aid for his hospital bill.

Mr. Powers has dropped out of school this semester. Both of these boys were earning part of their expenses.

Very truly yours,

(Signed) J. S. Chambers

J. S. Chambers, M.D.

Discussion covered the facts of this incident, the question of probable injuries in the future to students on the campus, the desire to give financial assistance to the injured, and the provision, made by the University for care of student health at the University Dispensary. It was stated that the Dispensary service given students is the limit of the University authority in cases of student health and accident. It was suggested that the students in this instance be permitted to borrow funds from the Student Loan Fund, on usual terms and conditions.

14. Loan to Mrs. Dicker.

President McVey presented a communication from Dean Graham, copied as follows:

May 6, 1940

President Frank L. McVey
University of Kentucky

My dear President McVey:

Mrs. J. B. Dicker, widow of J. B. Dicker, formerly of this College, is in great need of aid in some form. She owns her home on Washington Street, directly across from the Experiment Station, consisting of a one and a half story brick cottage built on a lot with a 50-ft. frontage. (See attached plot.) Her only son is employed by the University at \$20.00 per month and this sum, plus the income from two student roomers, is her entire income. As she is a property owner, she cannot get upon any of the relief roles. She is fifty-nine years of age. She has accumulated a debt of approximately \$800. In accord with other adjacent property recently purchased by the University, we have appraised this property at \$6,000.

We offer for your consideration one possible solution of this problem:

We have ascertained that an annuity, paying the beneficiary the sum of \$28.00 per month for a period of ten years, may be purchased for \$3,000. Therefore we suggest that the University take title to the property by paying Mrs. Dicker the sum of \$1,000 in cash plus the \$3,000 annuity and allow her to occupy the property rent free during the life of the annuity.

We have reason to believe that Mrs. Dicker will accept this proposal thankfully, if there be no legal difficulties. She prefers this form in lieu of a life-time annuity, for if she outlives the ten-year period, she will be then qualified for admission to the Masonic Widows Home.

Very truly,

(Signed) James H. Graham
Dean

It was suggested that the property be purchased by the University on terms of payments similar to the terms suggested by Dean Graham, and that request to make the purchase be made to the Kentucky Real Estate Board. The matter was referred to Board of Trustees for further action.

15. Electric Cables.

The purchase of electric cables made necessary in order to remove the transformer located near the Engineering Quadrangle to the transformer room in Biological Sciences Building, was authorized by motion, seconded and carried.

16. Land for Sale.

The President presented a letter from Martin Rothan, real estate agent, offering for sale to the University certain property on Euclid, Adams and Lexington Streets fronting 143 feet on Euclid Avenue, and running back to Adams Street 200 feet. The President was asked by the Executive Committee to write Mr. Rothan, stating that the University does not contemplate purchase of land on the north side of Euclid Avenue.

17. Gift of Strand Theater Organ.

On February 2, 1939, the Phoenix Amusement Company tendered to the University of Kentucky a bill of sale of the pipe organ formerly used at the Strand Theater, Lexington, Ky. The consideration named in the bill of sale is one dollar, but, in fact, the transfer of the organ was intended as a gift to the Radio Department of the University.

The request for acceptance of the gift is renewed by communication from Dr. Capurso of the Department of Music, copied as follows:

April 23, 1940

Through Office of
Dean Boyd

President Frank L. McVey
University of Kentucky
Lexington, Kentucky

My dear President McVey:

In accordance with your request, I have discussed with Mr. Sulzer the matter of attempting to utilize the Strand Theatre organ material in constructing instruments suitable to our use here. As Mr. Sulzer has pointed out, the University is absolutely without obligation in the matter; and I cannot see that the University has anything to lose in embarking on this project.

Even more important, so far as the Music Department is concerned, is the fact that Mr. Sulzer has made an analysis of the pipes remaining after his proposed projects are completed. We find that there will be unused the following sets of pipes,

8'	Cello	49	pipes
4'	Gross flute	61	pipes
8'	Two rank violin.....	146	pipes
8'	String celeste.....	61	pipes
8'	Flute	49	pipes
8'	Viola	49	pipes

These pipes are complete with their associated chests and would have a definite trade-in value on new stops that might be desired for augmenting the present Memorial Hall organ. Two of the sets of pipes aforementioned are out of the echo organ at the Strand Theatre and could be included as they stand in an echo organ to be used in conjunction with the Memorial Hall organ if such an addition was found desirable later.

I would like to see the plans of Mr. Sulzer in connection with the organ consummated if for no other reason than if they came to fruition additional practice organ facilities would be available to the organ students enrolled in the Department of Music, as Mr. Sulzer assures me that the radio use of such instruments would not exceed fifty per cent of the usual daylight practice periods.

For the reasons mentioned in the foregoing paragraphs, I feel favorable toward the project.

Very sincerely yours,

(Signed) Alexander Capurso
Executive Director

On motion, seconded and carried, it was ordered that the gift of the organ be accepted and that the thanks of the Board of Trustees therefor be extended to the Strand Theater officials.

However, it was expressly stipulated that the University of Kentucky is to be put to no expense in connection with the dissembling and reconstruction of the instrument or otherwise connected therewith.

18. Student Fees.

On motion, duly seconded and carried, fees for registration in the University of Kentucky of students who are non-residents of the State of Kentucky at the time of registration were increased from \$13.00 to \$30.00 a semester, in addition to the fees charged students, residents of the State of Kentucky; the change in fees becomes effective at the beginning of the first semester of the school year 1940-41.

Under the change, fees for each semester for non-resident students will be:

<u>Full-time Students:</u>	General Deposit	Registration Fee	Incidental Fee	Total
All Colleges except Law	\$6.00	\$5.00	\$75.00	\$86.00
College of Law	6.00	5.00	78.00	89.00

Part-time Students:

All Undergraduates except Law	6.00	4.00	6.00 per credit
College of Law (Undergraduate)	6.00	4.00	7.00 per credit
All Graduate Work	6.00	4.00	7.00 per credit

The general deposit is payable once only each year and it is not charged students taking fewer than 9 hours.

19. Alumni Election Ballots - Destroyed.

The Secretary of the Board of Trustees having reported, as hereinafter set out, appointment of James Park as alumni member of the Board, on motion, seconded and carried, the Secretary was authorized to have the ballots of said election destroyed.

Report of Secretary of the Board.

At December, 1939, meeting of the Board of Trustees, the ballots of the Alumni Election were counted and the result was duly certified to Governor Johnson. Governor Johnson, on certification made to him, appointed Mr. James Park as alumni member of the Board of Trustees to succeed himself. It is customary, after the appointee has qualified, that the ballots of the election be destroyed. I will appreciate action by the Executive Committee, authorizing the destruction of the ballots.

20. Report of Welfare Committee.

The President presented report of the Welfare Committee of the Student Government Association, made by the Associate Sub-Committee on "Housing Conditions on and near the Campus", and on the "University Infirmary, Conditions and Facilities."

On motion seconded and carried, the report was referred to a committee representing the Board of Trustees and faculty, named as follows: Lee Kirkpatrick, Chairman; J. S. Chambers, and Sarah Blanding.

The question of hospitalization for students was suggested by Mr. Hobson, discussed by the Executive Committee and referred for investigation to the committee named above.

21. Statewide Recreation Project of W. P. A.

A letter from Professor M. E. Potter to President McVey referring to him a letter received from Austin J. Welch, State Supervisor of W.P.A. Statewide Recreation Project, together with a copy of the project, in which letter the University was asked to act as sponsor for the project, was presented to the Executive Committee.

The question of expense that might be incurred by the University in acting as such sponsor was discussed at length, it appearing that failure of guarantors in communities benefited to meet requirements, would probably involve the University, President McVey was directed to return the copy of the proposed project to Mr. Welch, stating that the University may assume no cost in connection with the sponsorship, except that of the salary of the University staff member acting for the University in sponsoring the project.

22. Monitors for Men's Halls.

Recommendation for monitors for Men's Halls, suggested by Dean of Men, T. T. Jones, is copied as follows:

April 4, 1940

President Frank L. McVey
University of Kentucky

Dear President McVey:

The conclusion is forced on me that we can not longer get along without monitors in the men's halls. We have an adequate supply of graduate students and graduate assistants from whom monitors could be selected. There should be one for each of the three sections in Breckinridge Hall and one for each of the four floors in Bradley Hall. Mrs. Crutcher and the office boys can take care of Kinhead.

The monitor should be a scholastic and social adviser to the men of his group. He should visit all his charges often, learn their problems and try to get them adjusted. If they need coaching there are classes provided. Many of the boys need social contacts and the monitor can give the names of these to persons who can help them. He will

know those who are staying out late at night drinking and in bad company. He will be a friend to his group and thus disguise his disciplinary function.

All our rooms are not occupied this semester and we are losing more money than the monitors will cost. If we can improve the reputation of the halls we shall have a constant waiting list.

It has often happened that boys in the halls were out late at night, drinking and frequenting undesirable places, and that this did not come to my knowledge until too late. The monitors will of course keep me posted on such things.

Very sincerely,

(Signed) T. T. Jones
Dean of Men.

On motion, seconded and carried, the President was authorized to have monitors appointed for the Men's Halls.

23. Communications.

The following communications were received and placed on file: petition, Students University of Kentucky College of Law; resolution, student meeting of May 9, 1940; letters from following graduates of the College of Law, Bettie Gilbert, Jo M. Ferguson and Stephen P. White.

24. General Education Board - Request for Additional Funds.

The Board of Trustees approved the application to the General Education Board, made by the College of Agriculture, University of Kentucky, under date of April 25, 1940, for continued support of the work in Agricultural Economics, Rural Sociology and Farm Management, and authorized the President to inform the General Education Board of the approval of the Board of Trustees.

25. Federal Retirement Act.

Subject presented:

April 1, 1940

President Frank L. McVey
University of Kentucky

Dear President McVey:

The present Congress passed an act to aid the states and territories in making provisions for the retirement of employees of the land-grant colleges. This was approved by the President on March 4, 1940. This law, copy of which

is attached (please return for my file), under definite limitations and provisions, provides that there may be withheld from expenditures certain percentages of the Federal grant funds; namely, Hatch, Adams, Purnell, Bankhead-Jones, Smith-Lever, Capper-Ketchum and Nelson funds, to be deposited as employer contributions to the credit of the retirement systems established by states or by governing boards of the land-grant colleges.

It has seemed to me essential that you should be informed of this legislation and of the powers thereunder. It may be that you will wish consideration given to the set-up of a system which will provide for retirement for those receiving salaries under these grants.

I shall appreciate your advice and instructions as to the consideration, if any, that should be given to this act.

Very truly yours,

(Signed) Thomas Cooper
Dean and Director.

It was the sense of the members of the Executive Committee that Dean Cooper make further study and investigation of the subject, and that the sentiment of those affected should be asked for.

26. Marketing and Labeling Strawberries.

Subject presented:

May 8, 1940

President Frank L. McVey
University of Kentucky

Dear President McVey:

The last General Assembly passed an act to provide for the marking and labeling of strawberries grown and packed in Kentucky; to define the grades of strawberries packed and offered for sale and to provide regulations for the packing and offering of the same for sale. The administration of the act was assigned to the Experiment Station, but no appropriation was made to cover the work. The strawberry growers have tried to develop means by which the provisions of the act might be carried out. Various groups and associations will cooperate. The United States Inspection Service, with which we have been cooperating for some years in the grading work, will also cooperate.

To carry through the purposes of the act, it will be necessary to provide for a supervising agent. This it is proposed to do by the transfer of Mr. G. P. Summers of our Extension staff. An official inspecting force of three will be appointed for the season, funds to be furnished by the associations or those cooperating under the grading act. It is also proposed to appoint as inspector-agents those employed in the strawberry grading service. In accordance with the act, the director of the Experiment Station will appoint both the inspectors and the inspector-agents. The institution will have no obligation for the payment of these employees. Funds for their payment will be secured from contributions or from payments made for graders. The appointments will be for only a short period and must be made at the opening of the season. I request authority to make such appointments without obligation on the part of the College of Agriculture, University of Kentucky, for the payment of salary or expense.

Very truly yours,

(Signed) Thomas Cooper
Dean and Director.

On motion, seconded and carried, Dean Cooper was given authority, etc., to make appointments, without obligation on the part of the College of Agriculture, University of Kentucky, for payment of salaries or expense.

27. Appointments and Other Staff Changes.

President McVey presented staff appointments and other changes requested by deans and heads of departments, and, on his recommendation, by motion and second, the following were approved and record ordered made in the minutes:

Appointments

Frank L. Satterwhite, assistant county agent, Muhlenberg County, effective April 1, 1940, salary \$100 per month. He holds B. S. degree in Agriculture, University of Kentucky.

Dorothy Linville, clerk in the Dairy Section, Animal Industry group, Experiment Station, effective April 1, 1940, salary \$70.00 a month.

John Hunsaker, graduate assistant in Department of Art, for year 1940-41, at salary of \$200 for the year.

Dr. I. T. Sanders, Assistant Professor in Department of Sociology.

Miss Elizabeth Cole, graduate assistant in Department of Sociology for year 1940-41, at salary of \$500 for the year.

Miss Anna Murl Fisher, part-time nurse at Patterson Hall; salary at rate of \$600 a year, effective July 1, 1940. She received her University work at Barnes Hospital, St. Louis, Mo.; salary at rate of \$600 per year. She is to be allowed to take work at the University.

Karl E. Rapp, Jr., assistant chemist in Department of Chemistry, Experiment Station, effective July 1, 1940, salary \$1800 a year. He is a graduate of the University of Kentucky.

Clinton W. Woodmansee, assistant chemist in Tobacco Investigations, Experiment Station, effective July 1, 1940; salary \$2400.00 a year. He is a graduate of Rhode Island State College.

The following graduate assistants in the Department of Mathematics were appointed for the year 1940-41; salary of each \$500.00 a year: Mrs. Aughtum Howard, Frank McGee, Paul W. Derthick, Charles Hatfield, Jr.

William C. Clark was appointed part-time instructor for year 1940-41, Department of Mathematics, salary \$750.00 a year.

Resignations

Max M. Tharp, graduate student, Department of Farm Economics, effective May 31, 1940.

Evelyn Coleman, instructor in University School, who is now on leave of absence without pay for this school year.

E. Bradley Offutt, assistant chemist, Department of Chemistry, Experiment Station, effective May 31, 1940. He is accepting a position with the Fisher Scientific Company of Pittsburgh, Pennsylvania.

Eleanor Sweeney, nurse at Patterson Hall, graduates from University of Kentucky at June Commencement. Resignation is effective June 30, 1940.

Leaves of Absence

Sabbatical leave from October 15, 1940 to June 30, 1941, was granted to Mrs. Ruth E. Harralson, home demonstration agent of Hopkins County. She expects to study at Wisconsin toward the master's degree.

Sabbatical leave granted Professor W. A. Tolman, College of Commerce, at the December meeting was cancelled at his request.

Reappointments, Continuations of Employment, Promotions and Changes in Status

College of Arts and Sciences

Miss Susan Jackson, graduate assistant, Department of Art, for the school year 1940-41, at salary of \$300 for the year.

College of Commerce

Reappointment of the following:

H. P. Guy, Assistant Professor.
Konrad Bekker, Instructor.
Jane Earle Middleton, Secretary.
Evelyn McAlister, Secretary, Bureau of Business Research.
Bruce E. Dahrling, Research Assistant
William G. Herzel, Research Assistant.
Robert L. Sawyer, Research Assistant
Damon Harrison, Graduate Assistant
Pattie McCormack, Secretarial Assistant
Professor W. A. Tolman, raise in salary, \$100.

College of Engineering

Cecil McConathy, Clerk, continuation of appointment.
S. B. Walton, promoted from Assistant Professor to Associate Professor of Mechanical Engineering.
E. B. Doll, promoted from Assistant Professor to Associate Professor of Electrical Engineering.
Lester Tarnopol, reappointed for one year, promoted from Assistant Professor of Metallurgy to Associate Professor of Physical Metallurgy.

College of Education

Dr. L. E. Meece, from Assistant in Bureau of School Service to Assistant Professor of Education.
Dr. Ralph H. Woods, from Associate Professor of Agricultural Education to Professor of Agricultural Education.
Miss Ronella Spickard from Associate Professor of Home Economics Education to Professor of Home Economics Education.
Watson Armstrong, from Instructor in Agricultural Education to Assistant Professor of Agricultural Education.

College of Agriculture

- * E. M. Johnson, from Assistant to Associate Plant Pathologist.
- * Earl R. Young, from Instructor to Assistant Professor of Agricultural Engineering.
- * E. J. Wilford, from Associate Professor to Professor of Animal Husbandry.
- * W. P. Garrigus from Assistant Professor to Associate Professor of Animal Husbandry.
- * F. E. Hull from Associate Professor to Professor of Veterinary Science and Associate Veterinarian in the Experiment Station.
- Dana G. Card, from Assistant Professor to Associate Professor of Agricultural Economics.

University Extension

Reappointment of the following:

Bethel Lipps
Beatrice Jacobs
Eva F. Downing
Mary Rees Land

Dean of Men's Office

Bess Parry, Secretary, reappointed.

Death of Howell D. Spears

Communication from Dean Cooper reports the death of Howell D. Spears, chemist in the Feed and Fertilizer Department, which occurred May 4, 1940.

On motion properly seconded the Committee adjourned.

D. H. Peak
Business Agent