

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, June 20, 1941.

The Executive Committee of the Board of Trustees, University of Kentucky, met in the President's Office, University of Kentucky, Friday, June 20, 1941, convening at 10:30 a.m. The members of the Committee present were Judge Richard C. Stoll, Chairman; Lee Kirkpatrick and Robert P. Hobson. President Thomas Cooper and D. H. Peak, Secretary of the Board, were present. President-elect, Dr. H. L. Donovan, attended the meeting.

1. Approval of Minutes.

The minutes of the meeting of the Executive Committee of May 16, 1941, were approved as published. All actions of the Committee taken and motions made and carried at that meeting were ratified and approved.

2. Financial Report.

The Business Agent submitted the financial report for May 1941. The report was ordered filed, and the summary thereof, ordered published in the minutes, reads as follows:

FINANCIAL REPORT FROM JULY 1, 1940, TO MAY 31, 1941
GENERAL FUND

Operating Accounts

Budgeted Income - - - - -	\$1,495,673.74
Estimated Reduction in Budgeted Income - - - - -	13,000.00
Balance - - - - -	1,482,673.74
Salaries and Other Commitments - - - - -	1,113,260.19
Available for Expense, Supplies & Equipment - - - - -	369,413.55
Expended to May 31, 1941 - - - - -	344,209.29
Unencumbered Balance - - - - -	25,204.26

Patterson Hall

Budgeted Income - - - - -	99,980.00
Salaries and Other Commitments - - - - -	19,550.00
Available for Expense, Supplies & Equipment - - - - -	80,430.00
Expended to May 31, 1941 - - - - -	68,265.52
Unencumbered balance - - - - -	12,164.48

Experiment Station Fund

Budgeted Income - - - - -	\$470,078.22
Salaries and Other Commitments - - - - -	<u>310,784.00</u>
Available for Expense, Supplies & Equipment - - - - -	159,294.22
Expended to May 31, 1941 - - - - -	<u>120,446.05</u>
Unencumbered balance - - - - -	38,848.17

Agricultural Extension Fund

Budgeted Income - - - - -	758,720.00
Salaries and Other Commitments - - - - -	<u>634,196.00</u>
Available for Expense, Supplies & Equipment - - - - -	124,524.00
Expended to May 31, 1941 - - - - -	<u>106,181.13</u>
Unencumbered balance - - - - -	18,342.87

Special Appropriations

Library Equipment - - - - -	10,000.00
Expended to May 31, 1941 - - - - -	<u>9,999.39</u>
Unencumbered balance - - - - -	.61
Scientific Equipment - - - - -	20,000.00
Expended to May 31, 1941 - - - - -	<u>19,951.96</u>
Unencumbered balance - - - - -	48.04
Home Economics Equipment - - - - -	15,000.00
Expended to May 31, 1941 - - - - -	<u>14,998.50</u>
Unencumbered balance - - - - -	1.50
Engineering Equipment - - - - -	25,000.00
Expended to May 31, 1941 - - - - -	<u>24,937.33</u>
Unencumbered balance - - - - -	62.67

3. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from May 8, 1941, to June 16, 1941, inclusive. The report shows that orders were 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. 8974 to No. 10,364. The report was examined, and on motion and second the orders and budget additions named therein were ratified and approved, and payments on said orders were authorized and approved.

4. Officers of the Board Chosen.

On motion, seconded and carried, Mr. John Skain was re-elected Treasurer of the University of Kentucky. Election of Secretary of the Board of Trustees was deferred.

5. Military Property Custodian.

On motion, seconded and carried, Frank D. Peterson was named Military Property Custodian, effective July 1, 1941.

6. Old Fees Collected.

Report of the Business Agent:

Balance on hand, July 1, 1940	\$ 3,966.68
Collected to May 31, 1941	<u>6,951.73</u>
Expended	10,918.41

Expense and Refunds		
Returned Checks	\$ 880.44	
Paid on P. W. A. Bond		
Account	5,035.74	<u>5,916.18</u>

Balance on hand	\$ 5,002.23
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The collection on old fees during the year is \$871.03 in excess of the amount of 1939-40 fees charged off June 28, 1940. The excess is due to the fact that fees due for years prior to 1939-40 were collected.

(Signed) D. H. Peak
Business Agent

The report was approved and ordered copied in the minutes.

7. Uncollected Fees.

Report of the Business Agent:

Uncollected Fees and Room Rent1940 - 1941First Semester

General Fees	\$1,671.15	
Men's Dormitory Rent	82.50	
Music Fees	<u>176.50</u>	\$1,930.15

Second Semester

General Fees	\$3,898.46	
Men's Dormitory Rent	289.50	
Music Fees	<u>139.00</u>	4,326.96

Summer School Fees		238.78
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Training School Fees		<u>2,325.50</u>
		\$8,821.39

Total General Fees including activities, not collected reported last year was \$6,180.20 and this year the amount is \$5,570.61. This makes for this year the uncollected fees 2- per cent of total estimate of fees. The percentage for 1938-39 was 1.8; for 1939-40, 2.0; for 1940-41, 2-.

(Signed) D. H. Peak
Business Agent

It was ordered, on motion and second, that the amount of uncollected fees for the year ~~1939-40~~ be charged off and not carried as assets on the books of the University and that the part thereof distributable to General Fund of University that may hereafter be collected, be held for transfer to P. W. A. Building and Revenue Account or further orders of Board of Trustees.

8. P. W. A. Account Receivable Charged Off.

Report of the Business Agent.

We are carrying as account receivable \$4,732.14, balance of advance made to 1938 P. W. A. accounts, from funds not otherwise allocated. The advance was made on request of Dean Graham, he having been promised an appropriation by Governor Chandler from the Governor's emergency fund. The appropriation did not materialize.

Dean Graham states that he consulted Governor Johnson and that the latter suggested that the amount be included in the request to the Budget Commission for appropriation for next biennium.

At the meeting of the Executive Committee June 28, 1940, a resolution was passed authorizing a reservation from miscellaneous collection of fees for the fiscal year 1940-41 of an amount sufficient to discharge the amount of the above named account receivable. However, collections have not been sufficient during fiscal year 1940-41 to comply with that resolution. Inasmuch as the account was paid in first instance from funds on hand, I suggest that it be charged to surplus. This will not affect our bank balance.

(Signed) D. H. Peak
Business Agent

It appearing that the above named P. W. A. account receivable of \$4732.14 was paid from funds available in the bank balance, it was ordered on motion, seconded and carried that the account be charged to surplus. It was approved that request be made to the State Budget Commission to include the amount of this account in its recommendation for appropriations for the University of Kentucky to be made to the next General Assembly.

9. Checks Not Called For.

The Business Agent reported that the Business Office has on file checks that the Business Agent has not been able to deliver to payees, and asked for approval of the Executive Committee for cancellation of the checks. The Comptroller and the Business Agent were directed to make further effort to deliver the checks to payees and after that effort has been duly made, to report a list of the checks then remaining undelivered to the Executive Committee.

10. Lease of Smith Hall.

The Business Agent presented copies of renewal of lease to the Chi Omega Sorority for Smith Hall for year 1941-42, renewal having been authorized at the meeting of the Executive Committee, April 22, 1941. The terms of the rental are \$100.00 a month payable in advance, effective September 1, 1941, the rental being made under usual restrictions. It was agreed that repairs be made to inside of the building at a cost not in excess of \$175.00.

On motion, seconded and carried, the Chairman of the Executive Committee was authorized to sign the lease as prepared, and thereupon he affixed his signature thereto.

11. Out-of-State Travel Expense Accounts.

The Business Agent stated that no action has been taken by the State Division of Accounts and Control on the requests of A. C. McFarlan and D. M. Young, of the Department of Geology, for expense of travel (out-of-state) necessitated in conducting a tour with a class of students in Geology required in the curricula of the Department. Making further report on out-of-state travel expense requests he filed the following:

DEPARTMENT OF FINANCE

Division of Accounts and Control

June 7, 1941

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

Dear Mr. Peak:

I am returning herewith Out of State Travel Request of W. A. Price, Head of Department of Entomology and Botany, for trip to Columbia, Missouri, March 25-29.

This request was submitted to the Attorney General for his opinion and was returned June 5, 1941, disapproved.

Yours very truly,

(Signed) Frank D. Peterson

DEPARTMENT OF FINANCE

Division of Accounts and Control

June 6, 1941

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

Dear Mr. Peak:

I am returning herewith Out-of-State Travel Request for William S. Taylor, Dean of College of Education, for trip to Atlantic City, N. J., February 22-27, 1941.

This request was submitted to the Attorney General for his opinion and was returned on June 5, disapproved by him.

Yours very truly,

(Signed) Frank D. Peterson

No action was taken by the Executive Committee but after the meeting Mr. Peterson agreed to have each of the above travel requests encumbered, so that in event of a court decision in an action pending in the Franklin Circuit Court attacking payment of out-of-state travel expense accounts, favorable to approval of such expense accounts, these and other expense accounts that are now encumbered may be paid.

12. Business Agent Authorized to Endorse Checks to Wenner-Gren Laboratory, Etc.

On motion and second, carried, the Business Agent was authorized to endorse, payable to the Mawen Motor Corporation, a check made by the Atlantic Mutual Insurance Company, dated May 21, 1941, for \$5.63, check numbered T29030, that company being entitled to the check as a return dividend on insurance premium on transportation policy paid by it; and further to endorse, payable to James H. Graham, Agent of the Wenner-Gren Laboratory, a check of the Atlantic Mutual Insurance Company, made payable to the University of Kentucky, for \$10.92, check numbered L48030, check being for reimbursement of loss to that company.

13. State Auditor's Report on Kentuckian Account.

The President presented and read the report of the Auditor of Public Accounts on the Kentuckian for year 1940-41. The report was ordered filed in the Business Office.

14. Group Insurance Funds in Relation to University of Kentucky Funds.

On motion, seconded and carried, Dean Alvin E. Evans and Robert P. Hobson were requested to prepare a resolution setting out the relation of the University of Kentucky to the control of and interest in funds paid by University employees for purpose of carrying policies under the group insurance plan.

The resolution in words and figures as follows, was approved on motion and second which carried:

RESOLUTION

BE IT KNOWN that the University of Kentucky, during the school year of 1931-1932, made application to The Prudential Insurance Company of New Jersey to put into effect a scheme for group insurance upon the lives of its teaching staff and other employees. This application was approved by the above named insurance company on May 15, 1932, and individual certificates of insurance were thereupon issued to each member of the group thus insured, effective from June 1, 1932.

This scheme of group insurance contemplated that the cost of the insurance should be paid entirely by the members of the group but that the University should undertake the task of collecting the premiums and that collection should be made by deducting the monthly premiums payable on the individual policies from the monthly salary of each participant. This sum the University undertakes to pay over to the Insurer. Further, under the scheme adopted, the Insurer determines the maximum amount of insurance which may be taken by each participant by the two factors, his annual salary and his age. The amount of the monthly premium per \$1,000 is determined by the Insurer under its general rules.

The general operation of the insurance plan as it affects the participants has been under the direction of an advisory committee appointed by the President of the University and its present chairman is Dean Edward Wiest. In the course of the operation of the plan, certain dividends have been returned to the University as sponsor of the group. The Insurance Committee has performed the function, among others, of determining what disposition is to be made of these dividends. Thus, it has determined to set up a reserve fund for the purpose of stabilizing the premium rate which would otherwise vary because of unusual death

losses in any given year. As of May 31, 1941, this fund amounted in the aggregate to the sum of Seven Thousand Nine Hundred and Fifty-three Dollars and seventy-nine cents (\$7,953.79) invested as follows:

Lexington Federal Savings & Loan Association	\$5,000.00
First Federal Savings & Loan Association	2,500.00
First National Bank & Trust Co. of Lexington (checking account)	317.63
First National Bank & Trust Co. of Lexington (savings account)	156.16

On the 1st of July, 1934, the Board of Trustees of the University of Kentucky passed a resolution whereby membership in the insurance group by future employees of the University of Kentucky was made compulsory. This resolution is found on page 398 of the minutes of the meeting of the Board of July 1, 1934.

Instead of setting up further sums as a reserve fund, the Committee has two other alternatives:

- (a) to apply the dividends in reduction of the premium payments during the next year or portion of a year after receipt thereof; or
- (b) to remit them in cash to the participants.

Thus, the Insurer annually remits to the University, as sponsor, the full annual premium not required to meet the annual death losses. This sum is deposited in the bank for the credit of the participants and the method of distributing it is determined by the above mentioned Insurance Committee.

WHEREAS the premiums for group insurance have been paid entirely by the members of the teaching staff and other employees of the University and no part thereof has been paid out of the funds of the University;

And WHEREAS the sums so specified as being held in the University group insurance account have been set aside by the Insurance Committee as a reserve fund to provide for the possibility of unusual expense or losses of any particular year;

And WHEREAS the said sums belong to the said group exclusively and the University has no interest therein;

Now, THEREFORE, the Board of Trustees of the University of Kentucky does hereby disclaim any beneficial interest in said sums or any additions thereto or any dividends that may hereafter be paid to the University by the Insurer on said insurance policies and resolves that the University holds the same in its account as trustee for the benefit

of the members of the group of insured persons to whom said sums beneficially belong. It is further declared that the policy of sponsoring the group insurance scheme, the collection of premiums by the University as above outlined, and the receiving dividends paid by the Insurer and the deposit of the dividend checks to the credit of the group insurance account, is approved and it is hereby authorized to be continued. It is further directed that the reserve fund above described, together with any additions thereto that may occur, shall be entered upon the books of the University under the head of "Organization Funds" and shall be placed to the account of The University of Kentucky Employees' Insurance Committee.

15. Summer School - Report of Enrollment

President Cooper made following report:

SUMMER SESSION ENROLLMENT

June 20, 1941

Temporary figures reported
by Professor Adams

	<u>Last year</u>	<u>Decrease this year</u>
Agriculture	168	13
Arts and Sciences	435	156
Education	280	76
Commerce	189	5 (increase
Engineering	87	5
Law	35	3
Graduate School	<u>1075</u>	<u>395</u>
Total	2269	643

16. Addition to Buell Armory

The President submitted statement of Mr. Farris copied as follows:

June 16, 1941

President Thomas Cooper
University of Kentucky

My dear President Cooper:

On Wednesday, June 11, I submitted the plans, specifications, and estimates for the additions to Buell Armory to the local W. P. A. Office. At this time they advised me that they had received orders from the Central Office and the War Department not to consider any applications wherein an expenditure of more than \$12.00 per man per month for materials was contemplated. I enclose copies of their correspondence confirming this.

You will recall that the Board of Trustees authorized us to make an application for the construction, provided that the University incurred no expense. It now appears that with the \$12.00 limitation, the University would be required to furnish approximately \$18,000 to obtain these additions.

I am sending a set of plans and specifications with this letter for your consideration.

Very truly yours,

(Signed) E. B. Farris
Assistant Chief Engineer
Building Program

The correspondence, plans and specifications were received, ordered filed and referred to the Board of Trustees for consideration.

17. Zoning - Euclid Avenue.

President Cooper presented report of Professor Frank Murray on the question of zoning on Euclid Avenue. The President commented on the situation.

Professor Murray's report is copied as follows:

May 29, 1941

Zoning--Euclid Avenue

Memo. to President Cooper:

The meeting of the Planning and Zoning Commission was held in the Municipal Building from 2 to 3 p.m. Thursday, May 29, 1941. Commissioners present were: E. L. McDonald, Chairman; Hawkins, Nunn, Mayor Havelly, and Curtis.

Mr. Peak informed the Commission of opposition to the proposed change by the Board of Trustees of the University of Kentucky and read an extract of the minutes of the Board and also presented the formal written protest of the Board. I also spoke in opposition to the plan and was followed by President-elect Donovan and Dr. McVey. The latter was especially effective and at least two members of the Commission seemed opposed to any change, but the other three members succeeded by a substituted motion in delaying consideration until some future meeting, on the plea that they felt that all members of the Commission should be present, although it was pointed out that a single dissenting vote would prevent affirmative action on this change.

I spent an additional hour and a half in going through the proceedings of the Commission for the last twelve years in an attempt to find the by-laws of the Commission, or more particularly adopted procedure in notifying members of the Commission of meetings. I failed to find anything, and Mrs. Hessel informs me that there are no by-laws and that notice has always been given by telephone. She states that she notified Mr. Hawkins of the last meeting and told him that there probably would not be a quorum present but that they were going to meet anyway. I shall make further investigation as to this matter.

(Signed) Frank Murray

The following letters and papers were ordered filed for reference:

April 22, 1941 -- Memorandum of President Cooper.

May 24, 1941 -- Letter of Mayor Havelly.

May 26, 1941 -- Letter of Judge Stoll.

May 29, 1941 -- Letter of Professor Murray.

May 29, 1941 -- Copy of Professor Murray's statement to the Zoning Commission.

18. Nepotism - Rule to be Interpreted.

Statement by President Cooper:

There were included in the lists of reappointments, continuance and so forth, of faculty, graduate assistants and clerical staff, certain individuals who are related either to the members of the administrative staff or to members of the staff holding the rank of assistant professor or higher. It had been my intention to call these recommendations to the attention of the Board as a group.

First, eliminating the names of those who were previously employed and have married, both husband and wife have been continued in employment.

Second, eliminating those who have married within the family of faculty members, the husband being a member of the present faculty.

Third, eliminating all names of those appointed as graduate assistants and receiving scholarships, fellowships or assistantships.

These eliminations are in accordance with the verbal interpretation of rules made by the Executive Committee some months ago.

Certain reappointments were made, minor positions, but which do not fall within the above categories. No one of these appointments is new, but they have been carried on from appointments made in previous years.

Resolution:

On motion and second the following resolution was passed:

The Executive Committee approves the reappointments and continuances as made. It is realized that discontinuances of that small group falling within the rule may cause unnecessary hardships at this time. However, it is the purpose of the Trustees and the expectation that such readjustments as are necessary may be completed during the fiscal year, 1941-42, and that thereafter no appointments or reappointments in violation of the rule as interpreted shall be made.

19. Civil Pilot Training

Report of President Cooper on first group:

The experience with the first group of students entered for training under the Civil Aeronautics was very satisfactory. Ten students took the course; one was a young lady. These have also passed Flight Course and have qualified for Private Pilot's license. All students passed their examinations for the grounds course as given by the Civil Aeronautics Authority, and we have not yet received the complete report on the flight course. The interest of the students in this endeavor continues.

President Cooper then recommended execution of a second contract for Civil Pilot Training, effective June 14, 1941. The contract provides for a quota not to exceed 30 students. Otherwise, it is similar to the one entered into for second semester 1940-41.

On motion, seconded and carried, the contract was approved. The President of the University was authorized to sign contract which he did in open meeting.

20. Purchase of Property.

President Cooper stated that it has been the consensus of opinion of members of the Board of Trustees that the University of Kentucky acquire property in the area between the campus and Experiment Station property. He stated that it is now possible to obtain certain lots in that section. During discussion it was suggested that purchase might be made and payment arranged on amortization plan. President Donovan and Dean Cooper were requested to make further investigation and it was suggested that the Comptroller get options on property now available for purchase.

21. Payment of Medical Bills for Injuries to Workmen.

The question of payment of medical bills and bills for medicine of workmen, injured while on University work, was brought up in discussion of cases named in this section. It was expressly stated that action on these cases is without commitment as to future action of the Board of Trustees on requests for payment of medical bills or other bills incurred in such cases.

On motion of Mr. Hobson, seconded by Mr. Kirkpatrick, the following bills were approved;

a. C. V. Hicks, plasterer, who was injured on June 10 by getting lime in his eye:

Bill for medical treatment by Dr. F.C. Thomas- - - \$12.00

Bill for medicine by Model Drug - - - - - 1.00.

Each of these accounts was ordered paid from Miscellaneous Funds Account in Organizations Fund Ledger.

b.

July 9, 1941

Memo for
Mr. Peak.

Harold Barber, head herdsman, Experiment Station, met with an accident in the sheep barn, being struck by a bale of hay which fractured a vertebra. The total charges for services of doctor, steel brace, hospital and medicine amounted to \$149.90. A fund was raised by friends of Mr. Barber amounting to \$65.00, which, after being applied to the expense, leaves a balance of \$84.90 that was paid by Mr. Barber. This may be paid from the farm fund.

(Signed) Thomas Cooper
Dean and Director

It was ordered that Harold Barber be paid \$84.90 from farm funds, Experiment Station.

22. Miss Blanding's Letter

Note is made of the presentation by President Cooper of a letter received from Miss Sarah Blanding in which she expressed deep appreciation to the Board of Trustees for the resolution passed at the June meeting of the Executive Committee.

23. Investment of Student Loan Funds.

President Cooper reported that Dean T. T. Jones had requested investment of Student Loan Funds in amount of approximately \$3100.00, which request he had submitted to the Comptroller. Following is the suggestion made by the Comptroller:

President Cooper:

In regard to investment of approximately \$3100.00 of Student Loan Fund, I wish advice of the Executive Committee and suggest Franklin County School Improvement Corporation Bonds $3\frac{1}{2}\%$, which can be secured at a yield basis of approximately 3%, Class A, rating.

Government bonds will not yield as much and I doubt if they are any safer.

(Signed) Frank D. Peterson

On motion, seconded and carried, the suggestion of the Comptroller was accepted, and he was authorized to make investment of Student Loan Funds available for investment in Franklin County Kentucky School Improvement Corporation Bonds.

24. Signing Checks under New Administration.

On motion, seconded and carried, the Comptroller, Frank D. Peterson, was authorized to sign all checks on University of Kentucky Accounts under his direct control as Comptroller. It was further ordered that President H. L. Donovan shall not be required to sign or countersign checks for expenditure of University of Kentucky funds.

25. Copies of Budget---Available to Whom.

It appears that a request for a copy of the University of Kentucky budget has recently been made at the Business Office by an individual not connected with the University of Kentucky or with the State of Kentucky Administration, that the Business Agent refused to honor the request, and that such refusal occasioned correspondence with President Cooper.

The Committee stated that the data contained in the Budget of the University of Kentucky should not be made available except to administrative officers of the University and to officers of the State Department of Finance, and further that information in regard to salaries and other data set out in the University Budget should be requested, if such information is desired, from the State Department of Finance.

26. Easement--Robinson Substation.

President Cooper presented a copy of a right of a right of way easement from the University of Kentucky to the Kentucky and West Virginia Power Company for extension of line over Robinson Station lands for purpose of giving service to the new auditorium at that Station. He stated his approval of the right of way easement.

On motion, seconded and carried, granting the easement was approved and the Chairman of the Executive Committee was authorized to sign and acknowledge the copy presented, dated June 20, 1941, which he did in open meeting, his signature being witnessed by R. P. Hobson and H. L. Donovan. The Business Agent was directed to write to the Power Company for a copy of the easement, stating that the original will be mailed to the company on receipt of the copy.

27. Animal Pathology Building.

The President presented following communication from W. P. A. administration:

FEDERAL WORKS AGENCY
WORK PROJECTS ADMINISTRATION
Louisville, Kentucky

Mr. Thomas P. Cooper, President
University of Kentucky
Lexington, Kentucky.

In Re: Work Project 6574
Pathological Building
U. of K.-Lexington
Fayette County

Dear Mr. Cooper:-

As a result of your request and the recommendation from our District Office, we will issue, within the next few days, final authority permitting operation of the above identified project.

Although you are no doubt familiar with the Sponsor's Certificate and Agreement which you have signed in connection with this proposed work and which states, in part, that the Work Projects Administration "is under no obligation ---- to complete the project if placed in operation" and that "the sponsor will finance such part of the entire cost thereof as is not to be supplied from Federal funds," we wish, at this time, to call your special attention to the fact that under that agreement it may be necessary, during the operation of the project, to require expenditures by the sponsor for the employment of labor now estimated to be furnished by WPA but which may not be

available because of employment on National Defense Program work.

The certified relief rolls throughout the State are now being reduced in number by the employment of skilled workers on National Defense Program work, and since it is mandatory, according to our instructions, that such work be given priority, it may be impossible to prosecute the subject project according to the present estimate.

The above information should be taken into consideration in completing arrangements with our District Office to place the project in operation.

Yours truly,

(Signed) Geo. H. Goodman
State Administration

COPY - Mr. Hugh Crozer, District Manager, Lexington, Kentucky.

a. On motion, seconded and carried, Dean Cooper was authorized to complete the proposal with the W. P. A.

b. On motion, seconded and carried, the following resolution was passed:

The Executive Committee hereby authorizes and directs the Business Agent to set up from trust funds of the Experiment Station provided for the study of equine diseases, the sum of \$6000 to be applied as offset for the construction of the Animal Pathology building by the WPA.

c. On motion, seconded and carried, the following resolution was passed:

The Executive Committee hereby authorizes and directs the Business Agent to notify Mr. Frank D. Peterson, Comptroller, that \$32,500 shall be allocated during the fiscal year 1940-41 from revolving fund of the Kentucky Agricultural Experiment Station, to be applied as the necessary offset for the construction of the Animal Pathology building, by the WPA.

And the sum of \$23,304 from revolving funds shall be allocated to the Kentucky Agricultural Experiment Station for the same purpose during the fiscal year 1941-1942.

28. Report on Assigned Work.

Professor C. H. Anderson, on "Change of Work", made the following report which was accepted and made a part of the minutes:

June 12, 1941

Responsive to your request, will report, that my time for the last twelve months in 1940-41 has been largely employed finishing the development of a new type of internal combustion motor; upon which patents have been granted and eighty per cent built and now in storage at the College of Engineering.

The design is now completed and detail drawings of the unfinished parts will be ready for the shops by the end of the summer.

As this motor is operated on an entirely undeveloped cycle, it has been necessary to make a number of alternate designs and develop a mechanism by a process of selection.

For some years this job was used as a vehicle of instruction in a course of original engineering design and a number of different arrangements were developed, on paper, by many students some of whom are still interested to know how the theory will work out in practice.

(Signed) C. H. Anderson.

29. Appointments and Other Staff Changes.

President Cooper presented staff appointments, reappointments 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

J. H. Blackstone, graduate assistant in the Department of Farm Economics, College of Agriculture, for a period of twelve months, salary \$1050.00 a year, grant of General Education Board, effective September 1, 1941. He is from the Alabama Polytechnic Institute.

John E. Reeves, Assistant Professor of Political Science, for the year 1941-42, salary \$2500.00 a year.

Robert Rouse, graduate assistant in Physical Education for the year 1941-42, salary \$350.00 for the year. He is a graduate of the Louisiana State College.

Professor E. G. Trimble, Acting Director of the Bureau of Government Research, without added salary, for 1941-42.

E. R. Bradley, graduate assistant in Political Science, for the year 1941-42, salary \$400.00. He is a graduate of Western State Teachers College.

Ruth Hedges, clerk in the Home Demonstration Office, Extension Division, salary \$70.00 a month, effective July 1, 1941.

Reappointments

Mrs. Margaret Crutcher, Director of Men's Residence Halls, salary \$1000.00 a year and free use of apartment in one of the halls.

The reappointment of John Fulton for work on annotation of statutes was suggested by Mr. Hobson and on motion, seconded and carried, John Fulton, College of Law, was reappointed to do work on annotation of statutes, compensation to be \$250.00 payable semi-annually from the Haggin Fund.

Changes, Etc.

Gene Myers, part-time assistant in football for a period of nine months, at salary of \$100.00 a month, beginning September 1, 1941.

Professor Henry Beaumont was given permission to teach one evening a week during 1941-42 in the night college of the University of Cincinnati, in place of class extension work that he usually carries at the University of Kentucky. This will not affect his teaching schedule at the University of Kentucky.

Evon Bordes, Administration Department, Experiment Station, salary to be at the rate of \$1080.00 a year, effective July 1, 1941.

Eleanor Gregory, Experiment Station, salary of \$900.00 a year, payable from General Education Board grant for rural population studies, effective July 1, 1941.

Termination of Employment

O. M. Farrington, in the Division of Agricultural Extension, as requested by the Agricultural Adjustment Administration, effective at the close of business June 30, 1941.

W. L. Rouse, in the Division of Agricultural Extension, as requested by the Agricultural Adjustment Administration, effective at the close of business June 30, 1941.

Resignation

Katherine Fried, clerk in the 4-H Club Office of Extension Division, Experiment Station, effective with the close of business July 5, 1941.

Leaves of Absence

Professor J. W. Manning, called to military duty as Reserve Officer, was granted an extended leave of absence for one year.

Coleman R. Smith, accountant in Experiment Station, granted military leave of absence, he having been called to report for active duty in the United States Army, effective July 7, 1941. Under resolution of the Board of Trustees provided for such leaves of absence, he is to receive salary for fifteen days after July 7, 1941.

On motion, properly seconded, the Committee adjourned.

D. H. Peak
Secretary of the Board of Trustees