

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, October 21, 1947.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:45 a.m., Tuesday, October 21, 1947. The following members were present: Judge Richard C. Stoll, Chairman; J. C. Everett, Thomas Cutler, H. D. Palmore, and R. P. Hobson. President H. L. Donovan and Comptroller Frank D. Peterson, Secretary of the Board of Trustees, were also present.

A. Minutes Approved.

Upon motion duly made, seconded and carried, the minutes of the Executive Committee of August 28, 1947, were approved as published.

B. Report of Comptroller.

The Comptroller submitted the usual financial report for the period ended September 30, 1947, with a summarized analysis of general and plant fund operations for the period covered.

The report was examined in detail by the members of the Committee.

The Comptroller also submitted a balance sheet as of September 30, 1947.

The members of the Committee considered the financial reports as submitted, and upon motion duly made, seconded and carried, authorized each report accepted and filed.

C. Approval of Purchases Made by Comptroller.

President Donovan read the following letter from the Comptroller, listing all state requisitions, Advice of Emergency purchases, special purchase orders, contracts, University departmental orders, and Library departmental orders approved by the Comptroller's Office for the period July 1, 1947, to October 1, 1947.

October 7, 1947

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, food contracts and departmental purchase orders which have been made by the Comptroller's office between July 1, 1947 and October 1, 1947. These purchases have not been approved by the Executive Committee of 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 requests of the various departments and have been charged against available funds. The list follows:

State requisitions	1	to	443	inclusive
Emergency orders	1	to	1201	"
Special orders	1	to	1332	"
Contracts	1	to	8	"
University departmental orders	9502	to	9714	"
Library departmental orders	8001	to	8323	"

The above record of purchases is respectfully submitted with the request that they be approved by the Executive Committee, thereby ratifying the action of the Comptroller in making such purchases.

Respectfully submitted

(Signed) Frank D. Peterson,
Comptroller

The members of the Committee discussed the report of the Comptroller and, after due consideration, upon motion duly made, seconded and carried, the state requisitions, Advice of Emergency purchases, special purchase orders, contracts, University departmental orders, and Library departmental orders, as referred to by numbers in the above communication, were authorized approved, and the action of the Comptroller in making said purchases and commitments was ratified.

D. Budget Increase for Additions to Pipe Organ.

President Donovan reported that he had been in consultation with Doctor Capurso, head of the Department of Music, concerning the possibility of making additions to the organ in Memorial Hall. He stated that the instrument is now described by musicians as a "skeleton organ", and was installed approximately twenty years ago, with the intention of adding new pipes and stops gradually.

He related that, due to the shortage of funds available to the University during the depression years, no additions have been made, and he recommended a budget increase of \$7,200.00, to be used for additions to the pipe organ in putting this instrument in proper condition to be of maximum service to the Department of Music, and programs sponsored by the University and the Department of Music.

The members discussed the President's recommendation, and upon motion, duly made, seconded and carried, authorized appropriation of \$7,200.00, and directed the Comptroller to transfer said amount from the unappropriated surplus of the University budget to the budget for special repairs and alterations.

E. Appropriation for Steam Distribution System.

President Donovan stated that it was necessary to make some additions and revisions to our steam distribution system, in order adequately to serve existing buildings and the new buildings that are now under construction. He read the following letter relative to taking bids for this work.

October 17, 1947

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

My dear President Donovan:

I transmit herewith a set of the plans and specifications for construction of revisions and additions to the steam distribution system of the University of Kentucky. We have requested contract for this work, and the bids are to be accepted in the Frankfort office on October 23, 1947, 3:00 p.m., C.S.T.

We have made an attempt to give a wide distribution of this request for bids. It is rather difficult to estimate the cost, but, in our judgment, the low bid will, in all probability, exceed sixty thousand dollars.

If it meets with your approval, I desire to recommend that the Executive Committee, at its meeting on October 21st, be requested to appropriate a sum sufficient to permit the awarding of a contract, if a satisfactory bid is received at the letting on October 23rd. You will recall that in addition to the revision of the old steam distribution system, this work calls for a line that will take care of the Fine Arts Building, the temporary chemistry building and the temporary classroom building in front of the Library. It appears to be rather urgent that we get started on this work as soon as possible.

Sincerely yours,

(Signed) Frank D. Peterson
Comptroller.

The plans for the addition to the system were available, and members of the Committee examined the plans and familiarized themselves with the work to be done.

Upon motion duly made, seconded and carried, the additions and revisions to the steam distribution system, as outlined by the plans and specifications available, were authorized, an appropriation in the amount of \$70,000.00 was approved, and the Comptroller was directed to authorize the acceptance of bids for the prosecution of this work at a cost not to exceed \$80,000.00.

F. 4-H Club Camp Site Authorized Accepted.

President Donovan read a letter from Dean Thomas Cooper advising the possibility of the State transferring a camp in Western Kentucky to the University, to be used in the 4-H Club program.

October 8, 1947

President H. L. Donovan
University of Kentucky

Dear President Donovan:

For some years it has seemed desirable from the standpoint of the conduct of 4-H Club work to have an area in Western Kentucky for utilization as a 4-H Club camp and owned by the University. This would give, in that area, a property for 4-H Club work such as we have in Central Kentucky in the Bingham Memorial Camp and in Eastern Kentucky, for the present at least, in the facilities of the Robinson Substation.

Mr. Whitehouse and members of the 4-H Club department have been considering for some time, possible sites in Western Kentucky. Lately they learned of the possibility of procuring a park area of approximately 400 acres, one mile from the city of Dawson Springs, accessible through paved roads. It was further ascertained that this property could be transferred to the University of Kentucky if the University Board of Trustees so desired. Water in the park is obtained from drilled wells and it is stated that the supply is ample. Also there is a good residence in the park for occupation by the person who may be placed in charge of the property or for such other usages as may be determined. There is a pavilion in which meetings may be held and which contains two fireplaces. In addition, there are numerous other structures in the park. The wells are equipped with modern automatic equipment. Bath houses, toilet facilities and drinking fountains are already installed in the park. There is a lake of 14 acres, with bathing facilities, and which varies in depth from a few inches to twenty feet or more. The grounds have been improved and beautified.

Mr. Whitehouse and Assistant Director Bryant recommend that this property be procured for the use of the 4-H Club department in the Agricultural Extension Division of the University of Kentucky. Much use could be made of this property when it is completely developed. The thirty-two counties of Western Kentucky have an enrollment of more than 15,000 4-H Club members. In addition there are more than 6900 in the homemakers clubs in that area. Other organizations of the institution would also have available, facilities of that camp. Undoubtedly it would be necessary to erect a club building to be used for kitchen and dining hall services and to procure a building for sleeping accommodations for those in attendance at camp. Attached is a blueprint of the grounds, prepared in 1937.

I recommend that you request the Board of Trustees to authorize a request to the Kentucky Board of Public Property, for the transfer in fee simple of this property, with all its appurtenances, to the University of Kentucky for the use of 4-H Club work and other official activities.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director.

The President reported that he had had an occasion to visit the camp recently and that, in his judgment, it was very much worth while for the University to secure title to the camp, if arrangements could be made.

Some of the members seemed to be somewhat familiar with the camp, and after a general discussion, motion was made, seconded and carried, authorizing Dean Cooper and the Comptroller to take the necessary steps towards securing possession of the camp, and to accept on behalf of the University the proper deed.

G. Exchange of Kentucky Utilities Stock Authorized.

President Donovan read a letter from the Comptroller outlining the details of the exchange of Kentucky Utilities stock held in the name of the Albert Kocourek Law Library Fund.

October 16, 1947

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

My dear President Donovan:

The Kentucky Utilities Company has refinanced its 6% and 7% preferred stock, and has offered to pay the stock off in accordance with the provisions under which the stock was issued, or to issue to the holders a like amount of stock plus additional shares which might be desired.

The Albert Kocourek Law Library fund owns twenty-one shares of Kentucky Utilities Company 7% Junior Preferred purchased at a price of 56 $\frac{1}{4}$ as evidenced by Certificate Number J/O 20822. The conditions of the call are that the stock shall be tendered at one of the designated securities dealers prior to 3:00 p.m., C.S.T., October 14, 1947. I have surrendered this stock and requested an exchange of a like amount of shares, plus one additional share which may be purchased out of the premium and interest received for the old 7% Junior Preferred stock, 4-3/4% Preferred Stock of the Kentucky Utilities Company, which will be ready for delivery on or after October 20, 1947.

I request that this be submitted to the Executive Committee for approval and ratification of the action of the Comptroller.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

The Committee discussed the action of the Comptroller, and upon motion duly made, seconded and carried, approved the transfer and ratified the action of the Comptroller.

H. Increase in Pay for Practice Teaching Authorized.

President Donovan read a letter from Dr. W. S. Taylor, Dean of the College of Education, recommending an increase in the amount paid per quarter hour for practice teaching supervision.

September 30, 1947

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Mr. Ginger and I have been discussing the problem of practice teaching for the current year. Dr. Rowland feels that the \$3.00 per quarter hour which we are now paying is inadequate for the amount of time that is being demanded of the teachers. I think his point is well taken. I am recommending, therefore, that we pay for the current year \$5.00 a quarter hour for off-campus work.

If you will approve this increase, I think we will be able to do a much better job of practice teaching. I do not believe the cost for the entire year will amount to \$400, which will be cheap for the work which we shall get done.

Very sincerely yours,

(Signed) William S. Taylor.

President Donovan recommended that the request be approved, and that the amount per quarter hour be increased from \$3.00 to \$5.00 per quarter hour for off-campus work.

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

I. Injury to Sam Bethel.

President Donovan read a letter from the Comptroller reporting on an injury to Mr. Sam Bethel.

October 10, 1947

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

My dear President Donovan:

I attach hereto bill from the Good Samaritan Hospital in the amount of five dollars for services rendered to Sam Bethel, kitchen employee of the Residence Halls for Women. Mr. Bethel cut an artery in his arm on July 28th, about 5:20 p.m. The University health unit was closed, and Mr. Bethel was taken to the Good Samaritan Hospital for treatment. Several stitches were taken in his arm and he was released. Additional medical services have been rendered by the University Infirmary.

I recommend approval of this account, to be paid from the income of the Residence Halls for Women.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

The Committee members, being advised, upon motion duly made, seconded and carried, approved the invoice of the Good Samaritan Hospital in the amount of \$5.00, and authorized same paid from the Revolving Fund of the Residence Halls for Women, with the expressed understanding that the action on the case was without commitment as to future action of the Executive Committee and that it did not establish a precedent and did not admit negligence or liability in paying this bill.

J. Injury to Dan Welch.

President Donovan read a letter from the Comptroller reporting on an injury to Mr. Dan Welch.

October 13, 1947

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

Subject: Injury on job of Dan
Welch.

My dear President Donovan:

On August 30th, at 9:00 a.m., Mr. Dan Welch, painter, was working at the Stock Pavilion. Mr. Welch was on a ladder when the ladder slipped on the concrete walk, throwing him to the concrete. He was taken immediately to the Infirmary by a fellow worker and examined by Dr. McChord. About a week later, he was re-examined and an X-ray made. The results showed that Mr. Welch had a fracture of the sacrum. Dr. Humphrey, of the Infirmary, sent Mr. Welch to Dr. Ernest E. Myers, orthopedic consultant. Dr. Myers gave treatment to the patient, who seems to be doing all right at this time. Invoice from Dr. Myers is attached, in the amount of ten dollars for personal services rendered.

Since Mr. Welch was injured on the job and was referred to Dr. Myers by our physicians, I recommend that the invoice of ten dollars be paid.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Upon motion duly made, seconded and carried, the account of Dr. Ernest E. Myers in the amount of \$10.00 was authorized paid from College Collection Fund, with the expressed understanding that the action on the case was without commitment as to future action of the Executive Committee and that it did not establish a precedent and does not admit negligence or liability in paying this bill.

K. Foreign Scholarship Approved.

President Donovan submitted a recommendation from the Committee on Foreign Students that a free tuition scholarship be granted to Miss Mercedes Trujillo, a Columbian student who was with us last year.

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

L. Recess for Luncheon.

The Committee recessed at 12:30 for luncheon, which was served in the President's Office, and at 1:30 took up again the business on the agenda.

M. Gift:

Check for \$600.00 from the Kroger Company.

President Donovan reported a gift of \$600.00 from the Kroger Company, for three \$200.00 scholarships, to be awarded to students in agriculture and home economics. He stated that the recipients of the awards were to be selected by the Dean of the College of Agriculture and Home Economics, the money to be treated as a trust fund.

Upon motion duly made, seconded and carried, the gift of \$600.00 by the Kroger Company was authorized accepted, and the President was requested to write a letter of appreciation to officials of the Kroger Company.

N. Budget Changes.

President Donovan read a letter from the Comptroller detailing budget changes, and recommended that same be approved.

October 20, 1947

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

Dear President Donovan:

We have entered on the books of the University the following budget changes which have not been approved by the Board of Trustees:

<u>Department</u>	<u>Class</u>	<u>Acct.No.</u>	<u>Decrease</u>	<u>Increase</u>
Administration				
President's Of.	Pers. Services	20		\$1,330.00
Personnel Of.	" "	90		100.00
Arts & Sciences				
Journalism	" "	420		1,950.00
Mathematics	" "	440	\$1,925.00	
Law				
Instruction	" "		1,650.01	
	Totals		\$3,575.01	\$3,380.00
	Increases		(3,380.00)	3,380.00
	Net Decrease		\$ 195.01	

I am confident that you desire ratification of these changes by the Board of Trustees.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Upon motion duly made, seconded and carried, the budget changes as requested were ratified and approved, and the Comptroller was authorized to make the necessary budget adjustments.

0. Report on Pardue Suit and Commendation of Judge Dawson.

President Donovan reported that the case of Dr. L. A. Pardue vs Commissioner of Finance et al., in which Doctor Pardue seeks a favorable ruling that the Board of Trustees may pay him a salary of \$5,600.00 per annum, was recently argued before the Court of Appeals by Judge Charles I. Dawson of the firm of Woodson, Dawson, Hobson and Fulton, Louisville, Ky. He stated that Judge Dawson masterfully presented the argument for Doctor Pardue.

The members heard the report of the President and briefly discussed the case, and upon motion duly made, seconded and carried, directed the President to express to Judge Dawson the great appreciation and thanks of the Executive Committee of the Board of Trustees on behalf of the University for his very fine services so freely and magnanimously rendered in this important case.

P. 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

Robert Barron, instructor, Department of English, for ten months, effective September 1, 1947.

Chester R. Lewis, instructor, Department of Anatomy and Physiology, for nine months, effective October 1, 1947.

Catherine Beard, instructor, Department of English, for nine months, effective October 1, 1947.

Mrs. Wilton Tucker, graduate assistant, Department of Romance Languages, for three months, effective October 1, 1947.

Mrs. Nell J. Stooke, secretary, for twelve months, effective October 1, 1947. Mrs. Stooke is employed in the Department of Political Science.

Lena Reynierson, secretary, Department of Physical Education, effective October 1, 1947.

Milford D. Estill, graduate assistant, Bureau of Government Research, Department of Political Science, for nine months, effective October 1, 1947.

Mary Fulton Jones, secretary, effective October 1, 1947, Department of Botany.

Walter H. Gattis, graduate assistant, Department of Political Science, for ten months, effective September 1, 1947.

Ruth Allison, student assistant, Department of Social Work, effective October 1, 1947 to June 1, 1948.

George H. Payne, student assistant, Department of Botany, for ten months, effective September 1, 1947.

Vance C. Johns, student assistant, Department of Botany, for ten months, effective September 1, 1947.

Mrs. Mildred C. Martin, instructor, Department of Mathematics and Astronomy, for three months, effective October 1, 1947.

B. C. Craddock, graduate assistant, Department of Mathematics and Astronomy, for three months, effective October 1, 1947.

William H. Breeze, graduate assistant, Department of Mathematics and Astronomy, effective October 1, 1947.

Rowena Neal, graduate assistant, Department of Botany, for ten months, effective October 1, 1947.

Cordelia Alexander, graduate assistant, Department of Bacteriology, effective October 1, 1947, to June 30, 1948.

Ruth Shapira, half-time technician, Department of Bacteriology, effective October 1, 1947, to June 30, 1948.

Milford D. Estill, graduate assistant, Department of Political Science, for nine months, effective October 1, 1947.

Frances M. Abrogast, graduate assistant, Department of Zoology, for nine months, effective October 1, 1947.

Frances Barkley, graduate assistant, Department of Zoology, for nine months, effective October 1, 1947.

Robert M. Crouch, student assistant, Department of Zoology, for nine months, effective October 1, 1947.

Mrs. Dorothy Crowds, graduate assistant, Department of Zoology, for nine months, effective October 1, 1947.

George Freas, student assistant, Department of Zoology, for nine months, effective October 1, 1947.

Dwight M. Lindsay, graduate assistant, Department of Zoology, for nine months, effective October 1, 1947.

Ronald F. MacDonald, III, student assistant, Department of Zoology, effective October 1, 1947, for nine months.

Broomfield Ridley, student assistant, Department of Zoology, for nine months, effective October 1, 1947.

Eugene Ryburn Weakley, student assistant, Department of Zoology, for nine months, effective October 1, 1947.

Allie L. Whitt, graduate assistant, Department of Zoology, for nine months, effective October 1, 1947.

Hambleton Tapp, instructor, Department of History for October, November and December, effective October 1, 1947.

Robert A. Howell, graduate assistant, Department of Anatomy and Physiology, for nine months, effective October 1, 1947.

Joseph R. Bolton, graduate assistant, Department of Anatomy and Physiology, for nine months, effective October 1, 1947.

Mrs. Charlotte Hobbs, part-time secretary, Department of Psychology, for eight months, November 1, 1947.

Adrian M. Baucom, graduate assistant, Department of Mathematics and Astronomy, effective September 1, 1947.

Mrs. Robert D. Hayes, library assistant, Department of Art, for nine months, effective October 1, 1947.

Salary Adjustments

J. W. Christopher, graduate assistant in Psychology, adjustment in salary, effective October 1, 1947, to end of fiscal year.

Mrs. Emma Sue Hutson, instructor, Department of English, adjustment in salary, to correct error in original recommendation. Mrs. Hutson's appointment is for ten months, and the correction is effective September 1, 1947.

Mrs. Gwendolyn Jasper, instructor, Department of English, changed from eleven to ten months basis, effective September 1, 1947. The change is made to correct error in the original budget.

Irving Lieberman, graduate assistant, Department of Bacteriology, salary adjusted, effective October 1, 1947, because of reduction in work.

Robert Stone, technician, Department of Bacteriology, adjustment in salary, effective October 1, 1947, because of reduction in his work.

Franklin B. Pauls, Assistant Professor, Department of Physics, is resigning his professorship, in order to continue graduate study, and is becoming part-time instructor, effective September 1, 1947, with reduction in salary.

Mrs. Margaret Shirley, graduate assistant, Department of Romance Languages, made part-time instructor, with adjustment in salary, effective October 1, 1947.

Hager W. Bach, graduate assistant, Department of Political Science, made instructor, with adjustment in salary, effective September 1, 1947.

Resignations

Mary Ann Bradford, secretary, part-time, Department of Ancient Languages, effective September 1, 1947.

Mary Evelyn Rose, secretary, Department of Botany, effective October 1, 1947.

Mrs. Constance L. Cole, instructor, Department of Anatomy and Physiology, effective September 1, 1947.

Mrs. Irene Haynie Russell, secretary, Department of Political Science, effective October 1, 1947.

George C. Herndon, instructor, Department of English, effective September 1, 1947.

Rhodes Stuart, half-time technician, Department of Bacteriology, effective October 1, 1947.

Robert Humphreys, instructor, Department of English, effective September 1, 1947.

Mrs. Betty Lee White, secretary, Department of Journalism, effective October 13, 1947.

Betty Grote Rives, graduate assistant, Department of Psychology, effective September 1, 1947.

Pauline Gay Bond, part-time secretary, Department of Psychology, effective November 1, 1947.

B. E. Craddock, graduate assistant, Department of Mathematics and Astronomy, effective October 15, 1947.

College of Agriculture and Home Economics

Appointments

Roberta S. Taylor, instructor in Home Economics, effective September 29, 1947.

Mary Barbara Shelton, instructor in Home Economics, part-time, effective September 29, 1947.

Hughes H. Spurlock, assistant county agent in training, Magoffin County, effective October 1, 1947.

Graham Wilkins, county soils assistant, Marshall County, effective September 15, 1947.

Elizabeth Ann Swift, assistant chemist, Department of Feed and Fertilizer, effective October 1, 1947.

Helen Varner, clerk, Department of Animal Pathology, effective October 1, 1947.

Emily Elizabeth Floch, stenographer-clerk, effective October 1, 1947. Miss Floch is employed in the Department of Feed and Fertilizer Control.

Mrs. Frances Young Quertenous, clerk-stenographer, effective October 1, 1947.

Charles Hines, graduate assistant, Department of Markets and Rural Finance, effective October 1, 1947.

James A. Welch, graduate assistant, Department of Animal Husbandry, effective October 1, 1947.

Harlan Short, clerk, Department of Feed and Fertilizer Control, effective October 1, 1947.

James E. Criswell, graduate assistant, Department of Farm Economics, effective October 1, 1947, to March 20, 1948.

Robert Hutton, graduate assistant, Department of Farm Economics, effective October 1 to December 17, 1947.

Ernest D. Gooch, Jr., graduate assistant, Department of Markets and Rural Finance, effective October 1, 1947.

Homer C. Evans, graduate assistant, Department of Markets and Rural Finance, effective October 1, 1947.

Edgar A. Gilbert, graduate assistant, Department of Markets and Rural Finance, effective October 1, 1947.

Mrs. Louise Hamby, secretary, Department of Entomology and Botany, effective October 7, 1947.

Salary Adjustments

Jewell M. Wilson, home demonstration agent, Gallatin County, adjustment in salary, effective October 1, 1947.

Jane Lee Forrest, clerk, adjustment in salary, effective October 1, 1947.

Mrs. Ellen G. Turner, stenographer-clerk, Department of Feed and Fertilizer, Experiment Station, adjustment in salary, effective October 1, 1947.

Mrs. Jane Earlywine, stenographer-clerk, Department of Feed and Fertilizer, Experiment Station, adjustment in salary, effective October 1, 1947.

William E. Jackson, Field Agent in Forestry, adjustment in salary, effective July 1, 1947.

Leaves of Absence

Donald W. McLaury, assistant in poultry, Experiment Station, granted leave of absence from September 22, 1947, to September 21, 1948. During the first six months, Mr. McLaury will be on sabbatic leave.

Frank H. Smith, Field Agent in Recreation, Breathitt County, granted leave of absence from September 1, 1947, to February 14, 1948.

Resignations

George Antle, assistant agent in training, Falmouth, Ky., effective September 14, 1947.

Paul H. Gray, assistant agent in training, Hickman, Ky., effective September 15, 1947.

Seldon V. Hail, assistant agent in training, London, Ky., effective September 15, 1947.

Alfred J. Richardson, assistant agent in training, Manchester, Ky., effective September 9, 1947.

Irene Green, clerk, administration, effective September 30, 1947.

Frances W. Stivers, clerk, Animal Pathology, Experiment Station, effective September 30, 1947.

Speed T. Logston, farm teamster, effective September 30, 1947.

Katie Simpson, clerk, Experiment Station, effective October 2, 1947.

Mark L. Bennion, assistant county agent in training, effective October 4, 1947.

Change of Occupation

Walker R. Reynolds, county agent, Tyner, Ky., effective September 30, 1947.

College of EngineeringAppointments

Henry C. Young, instructor, Architectural Engineering, part-time basis, effective October 1, 1947, for nine months.

James L. Wyatt, graduate assistant (temporary basis), effective October 1, 1947.

Milton J. Evans, Jr., student assistant (temporary), effective October 1, 1947.

William G. Irvan, student assistant (temporary), effective October 1, 1947.

James L. Morrissey, student assistant (temporary), effective October 1, 1947.

James Volner, mechanic, part-time student employee, Aeronautical Research Laboratory, effective September 27, 1947.

Paul Robbins Powers, mechanic, part-time student employee, effective September 25, 1947.

Andrew J. Brown, Jr., mechanic, part-time student employee, effective September 26, 1947.

David M. Hysinger, student assistant, Applied Mechanics, (temporary), effective October 1, 1947.

James W. Frasure, student assistant, Electrical Engineering (temporary), effective October 1, 1947.

Walter W. Aton, student assistant, Applied Mechanics (temporary), effective October 1, 1947.

William Guthrie Marks, student assistant (temporary), Applied Mechanics, effective October 1, 1947.

Charles R. Rose, instructor, Civil Air Regulations and Flight Training, Ground School Flight Training, effective October 1, 1947, for the months of October, November and December, 1947.

Elmer A. McBride, instructor, Civil Air Regulations and Flight Training, Ground School Flight Training, effective October 1, 1947, for the months of October, November and December, 1947.

Salary Adjustments

Maurice W. Long, graduate assistant (temporary), adjustment in salary, additional service being needed, effective October 1, 1947.

Helen K. Oprell, clerk-stenographer, part-time, five mornings a week, placed on basis of three mornings a week, with adjustment in salary, effective October 1, 1947.

Harold W. Estill, draftsman, placed on part-time basis, with adjustment in salary, effective October 1, 1947. Mr. Estill is employed in the Aeronautical Research Laboratory.

William G. Savage, instructor, Mechanical Engineering, adjustment in salary, for the months of October, November and December, 1947. Mr. Savage will act as coordinator of the Flight Program of the College of Engineering.

Resignation

John Joe Willis, draftsman, Aeronautical Research Laboratory, effective September 1, 1947.

College of EducationAppointments

Jacqueline J. Boswell, secretary, Department of Home Economics Education, effective September 15, 1947.

Sara Frances Lamb, secretary (part-time), for twelve months, effective October 1, 1947.

Charles O. Neel, critic teacher in agriculture, for the current year.

Harlan Veal, critic teacher in agriculture, for the current year.

David Orr, psychometrist, for nine months, effective October 13, 1947.

Salary Adjustment

June Staker, assistant secretary, placed on half-time status, with adjustment in salary, effective October 1, 1947.

Leave of Absence

Pauline Hilliard, fifth grade critic teacher, granted leave for the year to study at Columbia University, effective October 1, 1947.

Resignation

Odis Lee Harris, instructor, effective October 1, 1947.

College of CommerceAppointments

Dora McCowan, instructor, part-time, in secretarial practice, for the period October through December, 1947.

Judy Horne, secretary, part-time, effective for the period October through May, 1948.

Josephine G. King, reading assistant, for the period October 1 through May, 1948.

The following persons as reading assistants, for the period October through December, 1947: William Crouch, Frank D. Edwards, Edward B. Mann, Joseph B. Noffsinger, Martha Elizabeth Pruitt, Robert W. Smith, Janie A. Scott, Mary Delores Slaughter, William R. Thomas, William A. Toombs, John M. Walton, V. L. Westfall, Jr., Thomas Whitesides.

The following persons as laboratory assistants, effective October through December, 1947: Charles Thompson Mitchell, Jr., James T. Collier.

Raymond Hermit Wright, laboratory assistant, for the period October through December, 1947.

James Quintus Sanner, laboratory assistant, for the period October through December, 1947.

Resignation

W. E. Newbolt, research assistant, Bureau of Business Research, effective September 10, 1947.

College of Pharmacy

Appointment

Charles Thomas Lesshafft, Jr., instructor, Department of Pharmacy, effective September 31, 1947.

Graduate School

Appointments

J. D. Philbrick, scholar, for three months, effective October 1, 1947.

Dr. W. S. Ward, Department of English, to the Graduate Faculty, to succeed Professor L. L. Dantzler.

Dr. A. L. Cooke, Department of English, to the Graduate Faculty, to succeed Dr. W. F. Galloway.

University ExtensionAppointment

Mrs. Myrtle Goodin Stephens, assistant film technician, effective October 8, 1947.

Resignation

Mrs. Jemima Harris, film technician, effective October 3, 1947.

University LibraryAppointments

Mrs. Margaret C. Meadow, half-time order assistant, effective October 6, 1947.

Marie Crawford, clerical worker, effective October 1, 1947.

Mrs. Dorothy B. Bach, half-time typist, effective October 1, 1947.

Allan C. Watson, typist, half-time, effective October 1, 1947.

Resignation

June Everman, assistant requisition clerk, effective September 30, 1947.

Registrar's OfficeAppointments

Naomi McCracken, graduate assistant, for twelve months, effective September 1, 1947.

Mrs. Mary Catherine Humphress, stenographer, effective October 1, 1947.

Resignation

Mrs. Lois Thompson, stenographer, effective September 30, 1947.

University Health ServiceAppointments

Rose Caywood, registered nurse, University Infirmary, effective September 21, 1947.

Mrs. Lizzie M. Denny, housekeeper, effective October 1, 1947.

Office of the Dean of MenAppointment

Mrs. Mable Paddison, housemother, Pi Kappa Alpha fraternity, for ten months, effective September 1, 1947.

Personnel OfficeAppointment

Margaret Bruce Cruise, testing clerk, effective November 1, 1947. Miss Cruise is transferring from the Office of the Dean of Women, and succeeds Mrs. Doris Hall Barnes, resigned.

Resignation

Mrs. Doris Hall Barnes, clerk, effective October 1, 1947.

Radio StationAppointment

Louis C. Weber, head transmitter engineer, effective October 9, 1947, for twelve months. Mr. Weber is to fill the vacancy caused by the resignation of Robert White.

Resignation

Robert S. White, transmitter engineer, effective October 1, 1947.

Business Management and ControlAppointments

Mrs. Enola Hauge, clerk, G.I. Overhead, for 12 months, effective September 22, 1947.

H. M. West, specifications writer, for twelve months, effective September 1, 1947.

Mrs. Helen Ruth Bromley, stenographer, for the year, effective October 1, 1947.

University CommonsAppointment

Mrs. Vivian Pence, assistant manager, Little Commons, effective September 22, 1947.

Maintenance and OperationsAppointment

Joseph L. Boston, Assistant Engineer Inspector, effective October 1, 1947. Salary is to be charged off against various job orders.

Salary Adjustment

Mary S. Daugherty, stenographer, made secretary, with adjustment in salary, effective October 1, 1947.

CooperstownResignation

Eudelia Kirchhoff, clerk-stenographer, effective October 1, 1947.

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.

Q. Adjournment.

Upon motion duly made, seconded and carried, the meeting of the Executive Committee was adjourned at 2:00 p.m.

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