

Irregularities

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, January 19, 1946.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:30 a.m., Saturday, January 19, 1946. The following members were present: Judge Richard C. Stoll, Chairman; H. D. Palmore, H. S. Cleveland and John C. Everett. President H. L. Donovan and Comptroller Frank D. Peterson, Secretary of the Board of Trustees, were also present.

A. Approval of Minutes.

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1. Upon motion duly made, seconded and carried, the minutes of the Executive Committee of November 17 and November 24, 1945, were approved as published.

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B. Report of the Comptroller.

The Comptroller submitted financial report for the first six months of the current fiscal year and read a brief analysis, which is quoted below.

January 18, 1946

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I submit the financial report of the semi-annual period ended December 31, 1945.

General Fund

The combined general fund income realized amounted to \$1,995,996.63. This amount is 56% of the budget estimate, including the increase of \$175,000.00 authorized by the Executive Committee on November 17, 1945. The income realized as of December 31, 1945, exceeded income realized during the same period last year by 27%. The combined expenditures, including encumbrances, were \$1,563,011.32, or 46.5% of the revised budget appropriations. The expenditures for the first half of the current fiscal year were 10% greater than the expenditures during the first half of the preceding fiscal year. The following tabulation summarizes the appropriations and expenditures of the various divisions of the University at the end of the first half of the current fiscal year.

Division	Appropriation	Enc. & Exp.	Per Centum
Admin. & Gen. Expense	\$ 160,400.13	\$ 77,738.84	48.5%
College of Arts & Sciences	514,155.23	277,658.29	44.3%
College of Engineering	154,157.67	52,567.49	35.7%
College of Commerce	63,212.00	24,179.10	38.3%
College of Ag. & Home Ec.	126,416.00	43,482.44	34.4%
College of Law	32,945.86	14,391.57	43.7%
College of Education	180,754.52	75,066.93	41.5%
Grad. School & Related Activ.	114,296.00	47,775.86	41.7%
Operation of Physical Plant	258,752.00	165,834.35	64.1%
Auxiliary Enterprises	189,759.75	64,845.49	34.1%
Plant Fund	125,721.17	92,615.99	74.9%
Experiment Station	539,000.00	290,355.41	49.3%
Agricultural Extension	994,593.59	477,225.82	48.0%
Totals	<u>\$3,502,159.92</u>	<u>\$1,693,535.58</u>	<u>48.3%</u>

An examination of the report will reveal our anticipated income to have been reasonably conservative, and it is expected that the estimates will be realized. The expenditures and encumbrances of the various departments and divisions are shown to be less than half of the departmental appropriations made by the Board of Trustees for operations of the various departments and divisions during the current year.

Experiment Station and Agricultural Extension

Realized income to the Experiment Station division is shown to be 56.1% of the budget estimate, and exactly 50% of the budget estimate for the Agricultural Extension. The expenditures for these divisions are shown to be 49.5% and 48% respectively of the budget appropriations.

Restricted Funds

The report for the restricted funds shows the status of each account as to the beginning balance, current balance, receipts and expenditures for the first half of the current year. There is a combined balance in restricted funds of \$1,233,871.61, of which \$856,448.00 is invested.

Termination of A. S. T. Contracts

All contracts with the government under the A. S. T. program have been terminated with the exception of the current contract, which ends January 26, 1946. The federal government spent, for activating purposes, on integrated and non-integrated property, a total of \$128,426.76. All such property has been purchased through termination modifications, at a total cost of \$19,175.78.

Respectfully submitted

/s/ Frank D. Peterson

Frank D. Peterson, Comptroller

The Committee examined the financial report and took the following action:

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2. Upon motion duly made, seconded and carried, the financial report of the Comptroller is ordered received and filed.

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C. Budget Additions.

President Donovan read a list of budget increases and recommended that they be authorized.

	<u>Acct.</u>	<u>Amount</u>
Administrative and General		
Registrar's Office		
Personal Services	80	\$ 700.00
Personnel Office		
Personal Services	90	2,062.00
Public Health Service	170	1,000.00
Public Relations	200	60.00
Instruction		
Arts and Sciences		
Art	340	340.00
Mathematics and Astronomy	440	895.00
Music	460	250.00
Social Work	550	450.00
Commerce		
Instruction	710	3,910.00
Education		
University Training School	1030	1,340.00
General Library	1410	750.00
Maintenance and Operations		
Maintenance of Bldgs. & Equipment		
Pence Hall	1480	3,200.00
Biological Sciences Library	1480	950.00
Total		<u>\$15,907.00</u>

The President explained the necessity of increasing various departmental budgets, and the Committee took the following action:

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3. Upon motion duly made, seconded and carried, the increases recommended by President Donovan are authorized, and the Comptroller is directed to take the various amounts listed above from the unappropriated balance of the University budget or Restricted Fund budgets applicable to each request.

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D. Enrollment--Winter Quarter.

President Donovan reported that the University had experienced an unprecedented enrollment for the Winter Quarter, which began January 2, 1946. He gave the following enrollment figures for the Winter Quarters:

January 1945 -- 1706

January 1946 -- 3529.

He stated that the figures represented an increase of 106.9 per cent, and an increase of 879 students over the registration of September, 1945.

E. Report on Exchange and Sale of U. S. Treasury Bonds.

President Donovan read a letter from the Comptroller on the exchange of registered U. S. Treasury Bonds for Coupon U. S. Treasury Bonds. The letter also reported on the sale of these bonds. The premium shown represented a substantial gain in the various accounts through the sale and reinvestment of these proceeds.

The Committee commented on the possible gain to the various accounts, which sum would amount to \$48,414.53. The report was ordered received and copied into the minutes.

January 18, 1946

President H. L. Donovan
University of Kentucky

My dear President Donovan:

The Board of Trustees at its meeting on December 11th authorized exchange of registered United States Treasury bonds to coupon United States Treasury bonds, and the sale of \$598,500.00 U. S. Treasury bonds and \$60,000.00 U. S. Treasury 7/8% certificates at market price. This is to advise that the exchange and sale of the U. S. Treasury bonds and certificates have been consummated. The following figures will undoubtedly be of interest to you and members of the Board.

	<u>Price</u>	<u>Par</u>	<u>Premium</u>	<u>Sale</u>
U.S. Treasury bonds:				
2½% 6/15/1964/69	104-22/32	\$ 8,500.00	\$ 398.44	\$ 8,898.44
2½% 12/15/1964/69	104-21/32	80,000.00	3,750.00	83,750.00
1-3/4% 6/15/1948	101-29/32	96,000.00	1,830.00	97,830.00
2¼% 6/15/1959/62	102-11/32	3,000.00	70.31	3,070.31
2% 12/15/1952/54	104-22/32	102,000.00	4,781.25	106,781.25
2½% 3/15/1965/70	104-25/64	309,000.00	13,567.03	322,567.03
Totals		<u>\$598,500.00</u>	<u>\$24,397.03</u>	<u>\$622,897.03</u>
U.S. Treasury certificates:				
7/8% 6/1/1946	100	<u>\$ 60,000.00</u>		<u>\$ 60,000.00</u>
		<u>\$658,500.00</u>		<u>\$682,897.03</u>
U.S. Treasury bonds				
2½% 12/15/1967-72	103¼	\$670,000.00	<u>\$21,775.00</u>	\$691,775.00
Total gain on transactions as of January 15, 1946			46,172.03	
Increased yield per year on \$658,500.00			<u>2,242.50</u>	
Total gain for first year			\$48,414.53	

A gain of \$24,397.03 is above shown on the sale of United States Treasury bonds and certificates. The proceeds of the sale of the bonds have been invested in U.S. Treasury 2½% bonds, dated November 15, 1945, due December 15, 1967-1972, in the amount of \$670,000.00. The market price on these bonds on January 15, 1946, as given by the First National Bank & Trust Company of Lexington, is 103¼, which is equivalent to a premium of \$21,775.00.

The U. S. Treasury bonds sold had interest rates of from 7/8% to 2 $\frac{1}{2}$ %. All of the new bonds bear interest of 2 $\frac{1}{2}$ %, which gives an increased interest yield per year on \$658,500.00 of \$2,242.50, or a possible gain on the transactions for the first year of \$48,414.53.

The new bonds will be placed in the lock box of the University of Kentucky, subject to direction of the Board of Trustees.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

F. Resolution of Commendation of the Comptroller.

Upon a motion duly made, seconded and carried, Comptroller Frank D. Peterson was thanked and commended for the manner in which he had been able to sell U. S. Treasury Bonds and re-invest in other issues of U. S. Bonds, so as to gain a profit of \$48,414.53 in the transaction.

G. Bond of Treasurer of the University.

The Comptroller reported that his bond as Treasurer of the University was fixed at \$50,000. He recommended, in view of the fact that the investment of Restricted Funds had materially increased, that his bond as Treasurer be raised. Members of the Committee discussed the question and took the following action:

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4. Upon motion duly made, seconded and carried, the bond of the Treasurer of the University is fixed at \$500,000, premium to be paid from University funds.

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H. Request for Bids on Dormitories Delayed.

It was recalled that the Board of Trustees, at its meeting on December 11, 1945, had authorized and directed the Comptroller to advertise for bids for the construction of Residence Hall for Men, Residence Hall for Women, and Food Service Unit for Women, to be made and received not later than March 1, 1946. It was further stated that the general condition of the country was such as to make questionable the wisdom of proceeding according to this plan.

After discussion of the matter, the Executive Committee took the following action:

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5. Upon motion duly made, seconded and carried, due to changes in economic conditions which have taken place throughout the country since the meeting of December 11, it is the unanimous judgment of this Committee that the authorization and direction to advertise for bids for the construction of buildings on the campus of the University be deferred, and the Comptroller is directed to await future action of the governing body of the University.

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I. University Purchases Approved.

President Donovan reported a communication from the Comptroller listing purchases made for the University.

January 18, 1946

Dr. H. L. Donovan, President
University of Kentucky
Lexington, 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 April 1, 1945 to June 30, 1945, and July 1, 1945 to December 31, 1945. 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 purchases, or actually issued as purchase orders, which documents are made a part of this record and are held in the Office of the Comptroller for record, subject to inspection. These 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:

April 1, 1945 to June 30, 1945

State Requisitions	#1394 to #1768 incl.
Emergency Orders	#1950 to #2761 "
Special Orders	#3508 to #4807 "
Departmental purchase orders:	
Library	#16098 to #16125 "
	#15725 to #15775 "
	#15950 to #16000 "
	#15800 to #15825 "
University general	#15631 to #15725 "
	#17104 to #17125 "
	#15826 to #15844 "

July 1, 1945 to December 31, 1945

State Requisitions	#1 to #848 inclusive
Emergency Purchase Orders	#1 to #1438 "
Library Departmental Orders	#2001 to #2241 "
	#2244 to #2309 "
University Departmental Ord.	#2701 to #2964 "
Special Orders	#1 to #2421 "
Contract Requisitions	#1 to #5 "

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

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

The Committee discussed the purchases and took the following action:

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6. Upon motion duly made, seconded and carried, purchases made by the Comptroller, listed above and made a part of these minutes, are ratified and actions of the Comptroller are approved.

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J. Purchase of Building Supplies.

The Comptroller reported that he had received a list of building supplies from the Reconstruction Finance Corporation, and asked approval for submitted bid of \$11,277.67 for a quantity of these supplies. It was further explained that this bid price represented about 25% of the original cost of the supplies in question.

The Committee took the following action:

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7. Upon motion duly made, seconded and carried, the Comptroller is authorized to submit bid to the Reconstruction Finance Corporation for the building supplies, and he is authorized to pay for same from funds appropriated for the purchase of surplus and excess property.

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K. Budget Approval Increase.

It was related that the Executive Committee had previously approved a sum of \$20,000 for the purchase of surplus government property, and necessary expenses incurred in connection with securing it, and that this amount might not be sufficient to enable the University to buy surplus government property needed, and to pay the crating and handling costs on excess government property which may be available and secured. It was further explained that the University is entitled to 40% discount on surplus government property and that it would be possible to secure materials and supplies needed at very favorable prices.

The Committee discussed the wisdom of taking advantage of the opportunity and took the following action:

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8. Upon motion duly made, seconded and carried, the sum of \$20,000 is authorized appropriated for the purpose of purchasing and paying the costs of securing excess and surplus government property.

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L. Report on the Election of Alumni Member of the Board of Trustees.

President Donovan read the following communication from the Secretary of the Board of Trustees:

December 13, 1945

President H. L. Donovan
University of Kentucky
Campus

My dear President Donovan:

In accordance with Section 164.140 Kentucky Revised Statutes and by the authority of the Board of Trustees of the University of Kentucky, an election of the alumni of the University has been held to determine the three leading alumni candidates to be certified to the Governor, from which one may be appointed to a term beginning January 1, 1946. The Secretary submitted ballots to all alumni of record in the office of the Alumni Association. All ballots properly returned have been counted and the results are as follows:

Thomas H. Cutler	763	C. T. Amyx	1
Edward S. Dabney	734	H. C. Robinson	2
Joseph T. Lovett	704	Wm. J. Moore	1
William W. Blanton	689	Helen King	1
Headley S. Shouse	645	Paul H. Mansfield	1
Horace H. Wilson	512	Ben A. Collings	1
Kenneth King	1	Watson Armstrong	2
Geo. A. Scott, Sr.	1	Richard Van Hoose	1
F. C. Mahan	2	Hugh Merriwether	1
Scott Breckinridge	1	Morton Walker	1
Geo. H. Hailey	3	Elizabeth Ragland	1
Lydia R. Fischer	1	Hal Dudley	1
Jas. Park	1	W. Emmet Milward	1
Polk Threlkeld	1	Bertram C. VanArsdale	1
Mrs. Gentry McCauley	1	William Gess	1
Marshall Barnes	1	Gayle Mohny	1
Guy Huguelet	1	Thaxter Sims	1
Will Townsend	2	H. Clyde Reeves	1
Sanders Parker	1		

Respectfully submitted,

(Signed) Frank D. Peterson, Secretary

It was further reported that the Secretary, in accordance with Kentucky Revised Statutes, had submitted to the Governor of the Commonwealth of Kentucky the names of the three alumni receiving the highest number of votes. The report was ordered received and copied into the minutes.

M. Awards to the University at the Fat Stock Show.

President Donovan reported that the University had won a number of awards and prizes at the Fat Stock Show in Chicago. He read the following communication:

December 8, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

The Board of Trustees may be interested in learning, if they have not already noted it in the press, of the awards to the Kentucky Agricultural Experiment Station, University of Kentucky, on its exhibit of sheep (fed and prepared for show by Mr. Harold Barber, herdsman) at the recent Fat Stock Show in Chicago. The awards to the Kentucky Experiment Station were -

Grand Champion single lamb - Southdown wether

Grand Champion pen - 3 Southdowns

This is second consecutive grand champion award

Placings of the Kentucky flock -

Southdowns - 1st, 10th, 11th, 13th and 14th on single lambs
1st and 4th on pens

Hampshires - 1st, 2d, 6th, 8th, 9th, 10th on single lambs
2d and 3 on pens

Cheviots - 1st, 2d, 3d, 4th, 5th, 6th, 7th on single lambs
1st and 2d on pens.

The grand champion lamb sold for \$3 a pound at the auction sale after the show.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director

Members of the Committee expressed their pleasure at the honors won by the Kentucky Agricultural Experiment Station and ordered the report made a part of these minutes.

N. Use of Prisoners of War on Kentucky Farms.

President Donovan gave a summary of the report on the use of prisoners of war on Kentucky farms. He stated that the work was carried on through the Agricultural Extension Division and was a part of the Emergency Farm Labor Program. The President read the following summary:

1. German Prisoners were used on 2,287 farms in 41 counties in Kentucky in 1945. They accomplished 151,139 days of work at direct placement cost of three and one-third cents per day.
2. The prisoners were secured by the State Farm Labor Office of the Agricultural Extension Division of the University of Kentucky.
3. Prisoners were housed and fed and made available to farmers by the War Department from camps located at Camp Campbell, Camp Breckinridge, Fort Knox, Shelbyville, Owensboro, Frankfort, Lexington, Paris and Danville.
4. County Farm Bureaus acted as sponsoring and contracting agents.
5. County Farm Labor Offices cleared applications and made placements.
6. The level of performance and general satisfaction was very high.

O. Chi Delta Phi Fraternity to Sponsor and Publish Magazine.

President Donovan submitted a report and action of the Rules Committee of December 3, 1945.

UNIVERSITY OF KENTUCKY

Rules Committee December 8, 1945

The request of Chi Delta Phi fraternity to sponsor and publish a literary magazine was referred to the Rules Committee for consideration and recommendation. The Committee met on Tuesday, December 4, 1945, at 4 p.m. and heard explanations from a committee of students from the fraternity and Miss Jane Haselden, proposed sponsor. The Committee raised a number of questions as to content, responsibility for supervision, and

financial responsibility.

The following action was taken:

A motion was made, seconded, and passed without dissenting vote to recommend to the University Faculty that the request of Chi Delta Phi fraternity to publish a literary magazine be granted with the following provisions, (1) that the publication be under the direction of the Publications Committee, or another faculty committee designated by the President, and (2) that no issue go to press without assured funds to pay the cost of that issue.

Respectfully submitted,

	(Signed)	Dana G. Card
	"	Leo M. Chamberlain
	"	C. S. Crouse
	"	R. G. Lunde
	"	Roy Moreland
M. E. Ligon absent.	"	A. J. Lawrence, Chairman

The Committee discussed the action of the Faculty and took the following action:

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9. Upon motion duly made, seconded and carried, the action of the Faculty is concurred in, and same is made a part of the records of these minutes.

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P. Gifts.

- (a) From Commissioners of the City of Lexington.

President Donovan reported a gift from the Commissioners of the City of Lexington of two radio towers and read the following communication:

January 7, 1946

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

My dear President Donovan:

The Commissioners of the City of Lexington have donated to the University the two (2) 103-foot steel towers now being used to support the present antenna system for the Lexington Police Department's radio station. These towers are in very good condition and represent a new value of between \$1,600 and \$2,000.

I presume you would like to make an official report to the Board of Trustees on this acquisition as well as to thank Honorable R. Mack Oldham, Mayor of Lexington, and the other Commissioners for their generosity.

Very truly yours,

(Signed) Elmer G. Sulzer
Director of Public Relations

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- 10. Upon motion duly made, seconded and carried, the gift of two steel towers from the City of Lexington is accepted, and the President is directed to write a letter of appreciation to the City of Lexington on behalf of the University and the Board of Trustees.

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(b) From Swift and Company.

President Donovan reported a gift of \$15,400 from Swift and Company for the study of factors affecting utilization of forage by late lambs, to be conducted by the Kentucky Agricultural Experiment Station, and read the following communication:

December 31, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Enclosed is check for \$15,400, a contribution from Swift and Company for the study of factors affecting utilization of forage by late lambs, to be conducted by the Kentucky Agricultural Experiment Station. It is anticipated that this project will extend for approximately four years. Also enclosed are two copies of an agreement signed by Dr. Newton, vice president of Swift and Company, which are submitted for your signature as president of the University. After you have signed, will you please return both copies to me and I shall make the proper transmittal to Swift and Company. If you wish, I shall be glad to prepare for you, at the appropriate time, a letter indicating the assignments, responsibility, and the provision for an advisory committee.

You will note the paragraph which provides that the University shall retain custody and control of these funds and that in the event it ceases to have control and custody of the funds, the unexpended balance thereof is to be paid to the National Research Council.

I wish to recommend that the funds be set aside as a trust, to be expended as indicated by the director of the Kentucky Agricultural Experiment Station.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director

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11. Upon motion duly made, seconded and carried, the gift of \$15,400 from Swift and Company is accepted, and the President is directed to write a letter of appreciation to Swift and Company on behalf of the University and the Board of Trustees.

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(c) From W. Atlee Burpee Company.

President Donovan reported a gift of \$100 from the W. Atlee Burpee Company for an award in Horticulture annually, and read the following communication:

January 3, 1946

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I am transmitting herewith check for \$100.00, a contribution from the W. Atlee Burpee Company. It is the intention of the Company to make an award of \$100 annually, to be known as the Burpee Award in Horticulture. The purpose of the award is (1) to stimulate and help financially outstanding students; (2) to encourage outstanding students to study horticulture - especially vegetable and flower growing. The award is to be made by the dean of the Agricultural College, upon the recommendation of the department of horticulture of the college. I recommend acceptance of the fund and that it be placed in the trust account.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director.

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12. Upon motion duly made, seconded and carried, the gift of \$100 from W. Atlee Burpee Company is accepted, and the President is directed to write a letter of appreciation to W. Atlee Burpee Company on behalf of the University and the Board of Trustees.

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(d) From Charles F. Turner, Deceased.

President Donovan reported a gift of curios from Charles F. Turner, deceased. He stated that this gift was made possible through the will of Mr. Turner, and read the following communications.

OWEN S. LEE
Attorney at Law
512 Security Trust Building
Lexington, Kentucky

December 26, 1945

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

Dear President Donovan:

I enclose herewith copy of the will of Charles F. Turner, deceased, wherein you will note that he left a collection of curios and other objects to the University of Kentucky. I do not know enough about them to express any opinion whatever as to the value thereof, but I thought you might be interested in referring this matter to the proper department of the University, with the request that delivery of these items be made at the earliest possible date.

Most respectfully yours,

/s/ Owen S. Lee
Executor of the Estate of
Charles F. Turner

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January 8, 1946

Mr. Owen S. Lee
512 Security Trust Building
Lexington, Kentucky

My dear Mr. Lee:

I am requesting Dr. Leo M. Chamberlain, Dean of the University, to call to talk with you about the collection of curios and other objects left to the University of Kentucky by Mr. Charles F. Turner. Dr. Chamberlain will investigate this collection and recommend what disposition shall be made of it at the University of Kentucky. The reason I have not answered your letter earlier is that you did not enclose a copy of the will, and I was unable to determine what was included in the collection, and just who would be the proper person to assemble it.

Cordially yours,

(Signed) H. L. Donovan
President.

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13. Upon motion duly made, seconded and carried, the gift of curios, made possible through the will of Mr. Charles F. Turner, is accepted.

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Q. Resolution on Death of Professor J.D. Turner.

President Donovan stated that he had the sad duty of reporting to the Executive Committee the death of Professor J. D. Turner, who has been connected with the University of Kentucky since July 18, 1900.

The Committee, after receiving this information, prepared the following resolution and ordered that same be spread upon the minutes, and that a copy be sent to the bereaved family.

In the passing of J. D. Turner on January 1, 1946, the Experiment Station lost a highly capable executive, and the University a loyal alumnus and friend who took a deep interest in everything that affected the welfare of the Institution.

In action he was guided only by what he believed to be right, regardless of any consideration of personal advantages or disadvantages. This made his administration of the Feed and Fertilizer Control highly effective for the good of the farmers of the state. He had the full respect of all who were affected by his administrative duties.

His was naturally a friendly disposition, and his passing is a great loss to a host of friends not only among his associates at the University but among the many people of the state and nation who knew him.

Few have been privileged to serve the University so long as he did, a period of forty-six years.

His family life was guided by the highest ideals. The noble record he has left will be a sacred memory to his family through the years to come.

The University, through its Executive Committee, extends to his family its deepest sympathy.

R. SuKy Circle Requests Permission to Withdraw \$1000 from Savings and Loan Account.

President Donovan read a letter from the Treasurer of SuKy Circle requesting permission to withdraw investment in the Lexington Federal Savings and Loan Association.

SUKY CIRCLE
University of Kentucky

January 18, 1946

Mr. Frank Peterson, Comptroller
University of Kentucky
Lexington, Ky.

Dear Mr. Peterson:

The members of SuKy Circle have voted to give one thousand dollars (\$1000) to the University of Kentucky Athletic Association. In order that this contribution may be made, I request permission to cash note Number 1030 of the Lexington Federal Savings and Loan Association for one thousand dollars. It is being held by the Business Office for safe-keeping.

Cordially,

(Signed) Alice Freeman
Treasurer

(Signed) Rhea A. Taylor
Adviser.

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- 14. Upon motion duly made, seconded and carried, the request of SuKy Circle to withdraw the amount of \$1000 from Lexington Federal Savings and Loan Association is approved and the Comptroller is authorized to adjust his books accordingly.

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S. Architects' Contracts for Abattoir and Animal Pathology Buildings

President Donovan submitted contracts with Frankel & Curtis, Architects, for plans and specifications of the Abattoir Building and the completion of the Animal Pathology Building, and recommended that they be approved.

The Committee took the following action:

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15. Upon motion duly made, seconded and carried, the contracts of Frankel & Curtis for plans and specifications for the erection of the abattoir and completion of the Animal Pathology Building are ordered approved and the President is authorized to sign same on behalf of the University, and copies of the contracts are ordered filed with the secretary.

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T. Appointments and Other Staff Changes.

President Donovan submitted staff appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes requested by deans and heads of departments.

College of Arts and Sciences

Appointments

Lyle K. Henry, Associate Professor of Psychology, part-time. Professor Henry's time will be divided between the Department of Psychology and the Personnel Office.

Ford Montgomery, Instructor in Music (piano) on a ten months' basis, effective January 1 to June 30, 1946.

R. C. Layson, Lecture Assistant and Storekeeper, effective January 1 to June 30, 1946. Mr. Layson succeeds Mr. Jacob Shroeder, resigned.

Jean Ritchie, Student Assistant in the Department of Social Work, effective January 1 through May 31, 1946.

Merton England, Instructor in History, effective January 1 through June 30, 1946. Mr. England will replace an instructor on leave.

George Boyd, Instructor in English, effective January 1 through June 30, 1946.

Moses G. Alley, Graduate Assistant in Political Science, for the Winter Quarter beginning January 1, 1946.

Joseph V. Hendricks, assistant storekeeper in the Department of Chemistry, effective December 1 to July 1, 1946.

Adalin Stern Wichman, graduate assistant in the Department of English, for the Winter Quarter, beginning January 1, 1946.

Frank D. White, Instructor on temporary appointment, effective January 1 through June 30, 1946. Mr. White is to substitute in the Department of Mathematics, since Professor Cohen has been granted an extension of his leave of absence.

Edwin W. Kilbourne, Jr., graduate assistant in the Department of Philosophy, for the winter quarter, effective January 1, 1946.

Esther Montgomery, part-time Instructor in the Department of Sociology, for January, February and March, 1946.

Mrs. Betty Crawley, Instructor in Mathematics, reappointed for January, February and March, 1946.

Mrs. Alice K. Rucker, Visiting Lecturer in Social Work, for January, February and March. Mrs. Rucker will replace Mr. Isackes who is leaving Lexington.

Charles R. Walker, Jr., graduate assistant in Zoology, for the winter and spring quarters, 1946.

Mary K. Martina, student assistant in Zoology, effective January 1, 1946.

Anna Lea Schoulties, part-time Instructor in Chemistry for January, February and March, 1946.

Marion Naff, graduate assistant in the Department of Chemistry, for January, February and March, 1946.

Betty Lee Fleishman, student assistant in Sociology, for January February and March, 1946.

James P. Gregory, Instructor, part-time, in the Department of History, for January, February and March.

Charles Trumbo, graduate assistant in English for the period January 1 through June, 1946. Mr. Trumbo succeeds Mr. Earl Purvis, resigned.

Mr. J. P. Frank, Instructor in English, effective January 1 through June, 1946.

Gertrude Lippert, part-time Instructor in German for the Winter and Spring quarters.

Dr. Reedus Ray Estes, Instructor in Chemistry, effective January 10 to June 30, 1946.

Harold A. Black, Instructor in Psychology for the months of January, February and March.

Joseph H. Gardner, Graduate Assistant in Anatomy and Physiology, for the winter and spring quarters.

John A. Baker, Graduate Assistant in Psychology for January, February and March.

H. A. Wright, Professor of Mathematics (temporary basis) for the period December 18 through January 2, AST. Professor Wright substituted during the illness of Mr. Rose.

Salary Adjustments

Wallace E. Briggs, acting director of the Guignol Theatre and Instructor in English, adjustment in salary, which is paid from Guignol funds. Mr. Briggs is substituting for Professor Frank Fowler, whose leave of absence has been extended.

Thomas Conn Bryan, Instructor in History, adjustment in salary, effective January 1, 1946, for the winter quarter only. Mr. Bryan's teaching is increased, due to leave of James F. Hopkins.

Leaves of Absence

James F. Hopkins, Instructor in History, leave granted for Winter and Spring Quarters without pay. Mr. Hopkins wishes to complete work on doctoral degree.

Frank Fowler, Associate Professor of English, leave of absence extended through the Spring Quarter without pay.

T. M. Hahn, Associate Professor of Physics, return from military leave, effective January 1, 1946.

Harry Best, Professor of Sociology, granted leave without pay for the winter quarter. Dr. Best will serve as advisor to Federal Security Agency.

Rhea A. Taylor, Instructor in History, granted leave without pay for the spring quarter. Mr. Taylor wishes to complete work for the doctorate.

Leon W. Cohen, Professor of Mathematics, leave of absence expiring January 1, 1946, extended without salary to September, 1946.

Resignations

Richard M. Logsdon, Professor and Head of the Department of Library Science, effective December 1, 1945. Dr. Logsdon has accepted the position of Chief Librarian of the U. S. Office of Education.

Jacob Schroeder, Assistant Professor of Physics, effective December 31, 1945. Professor Schroeder is accepting a position with the Carnegie Institute at the Kensington Magnetic Laboratory.

Christine Lancaster, Secretary in the Department of Political Science, effective December 31, 1945. Miss Lancaster is resigning to be married.

James Gregory, part-time Instructor in History, effective October 31, 1945. Mr. Gregory's services were not needed after the reduction of ASTP classes.

Moses G. Alley, Graduate Assistant in the Department of Political Science, effective January 1, 1945.

Laura H. Fisher, Graduate Assistant in the Department of Chemistry, effective January 1, 1946.

Royce H. Reiss, Assistant Storekeeper in the Department of Chemistry, effective December 31, 1945.

Charles F. Isackes, Visiting Lecturer in Social Work, effective January 1, 1946.

Earl C. Purvis, Graduate Assistant in English, effective January 1, 1946.

Thomas Conn Bryan, Instructor in History, effective January 7, 1946.

Joseph H. Gardner, Student Assistant in Zoology, effective January 1, 1946.

College of Agriculture and Home Economics

Appointments

Lawrence Henson, reappointed, since military service beginning in March, 1942, Assistant Agronomist in Forage Crop Investigations, effective December 15, 1945.

Carl L. Brown, Superintendent of the Poultry Farm, effective December 15, 1945.

Charles Jones, Farm Foreman, effective January 1, 1946.

Nell Noble, Clerk-stenographer, Department of Farm Economics, effective December 3, 1945.

Joseph N. McGary, Assistant County Agent in Fayette County, effective December 13, 1945 to June 30, 1946.

Chester L. Brown, Assistant County Agent in Shelby County, effective December 13, 1945, to June 30, 1946.

Carl Clifton, Superintendent of the Dairy, effective December 24, 1945.

James Satterfield, herdsman and poultryman, Western Kentucky Substation, effective January 1, 1946.

Forrest Wheeldon, farm teamster, effective January 1, 1946.

Anna Evans, Field Agent in Home Management, effective January 1, 1946.

Robert F. Granacher, Assistant County Agent in Meade County, who is re-entering Extension Service after Military Service since April 19, 1945. Mr. Granacher's appointment is effective December 13, 1945 to June 30, 1946.

Priscilla G. Roser, Home Demonstration Agent in Madison County, effective January 1, 1946 to June 30, 1946.

Geneva Carpenter, Clerk, effective January 2, 1946.

Kathryn Shelby, Home Demonstration Agent in Daviess County, effective January 1 to June 30, 1946.

Harry B. Gibson, Assistant County Agent in Washington-Mercer Counties, effective January 1 to June 30, 1946. Mr. Gibson is re-entering Extension work, after resigning on June 30, 1941.

Claudia Weinman, Assistant Home Demonstration Agent in Graves County, effective January 15 to June 30, 1946.

Harry M. Young, Jr., temporary Assistant in Farm Management, effective January 7, 1946, for a period not to exceed one year.

A. Bruce Poundstone, State Supervisor, Farm Labor, transferred to headship of the Department of Feed and Fertilizer Control, Experiment Station, effective January 10, 1946. Mr. Poundstone succeeds Mr. J. D. Turner, who died January 1, 1946.

Marvin Powers, Field Agent in Cream Grading, effective January 15, 1946. Mr. Powers is a returned veteran who was employed in this position for seven months before entering the service.

Margaret Hiteman Carroll, clerk, effective January 1, 1946.

Salary Adjustments.

Florence G. Corney, clerk and stenographer, adjustment in salary, effective January 1, 1946.

Grace Jones, clerk, adjustment in salary, effective January 1, 1946.

Charlotte Martin, clerk, adjustment in salary, effective January 1, 1946.

Dorothy Rice, clerk, adjustment in salary, effective January 1, 1946.

Ruby E. Morrow, clerk, adjustment in salary, effective January 1, 1946.

Travis Cummins, laborer, adjustment in salary, effective January 1, 1946.

Joe Goodlet, farm teamster, adjustment in salary, effective January 1, 1946.

Ellis Gray, laborer, West Kentucky Substation, adjustment in salary, effective January 1, 1946.

Winfield Underwood, farm laborer-night watchman, adjustment in salary, effective January 1, 1946.

Owen Blakeman, farm laborer, adjustment in salary, effective January 1, 1946.

Robert Mathews, Inspector, Department of Feed and Fertilizer Control, promoted to Assistant Administrator and Chief Inspector, with adjustment in salary, effective January 10, 1946.

Verna E. Guinn, Colored Assistant Home Demonstration Agent in Shelby, Franklin and Scott Counties, salary adjustment, effective January 1, 1946, to June 30, 1946.

Shella E. Proctor, Colored Assistant Home Demonstration Agent in Logan and Simpson Counties, adjustment in salary, effective January 1, to June 30, 1946.

Bettie A. Spencer, Colored Assistant Home Demonstration Agent in Fayette, Jessamine and Madison Counties, adjustment in salary, effective January 1 to June 30, 1946.

Resignations

Vensil A. Trimble, County Agent at West Liberty, effective December 31, 1945.

Richard M. Sandefur, County Agent at Shepherdsville, effective November 30, 1945.

Fred C. Hafer, County Agent at Brandenburg, Kentucky, effective December 31, 1945.

Harry A. Berge, County Agent at Owenton, effective December 31, 1945.

Edgar L. Mason, County Soils Assistant at Benton, effective December 31, 1945.

Lucy G. Pittman, Home Demonstration Agent at Hodgenville, effective December 31, 1945.

Florine Hurt, Field Agent in Home Management, effective December 31, 1945.

Virginia Hensley, Clerk-stenographer, effective November 12, 1945.

Juanita Hansen Noffsinger, clerk, effective November 30, 1945.

Donald W. Chamberlain, Assistant in Forage Crop Investigations, effective December 31, 1945.

Clarence S. Bell, County Agent in Anderson County, effective December 31, 1945.

Luzelle Williams, Clerk, effective January 8, 1946.

Mrs. Estelle B. Nickell, West Liberty, Ky., temporary Food Conservation Assistant, effective December 31, 1945.

George G. Wadlington, Assistant County Agent (temporary basis), effective December 31, 1945.

Marion Carr, herdsman and poultryman, West Kentucky Experiment Station, effective December 31, 1945.

Boon Piercy, laborer, West Kentucky Substation, effective December 31, 1945.

Termination of Contract

Martha F. Heatt, temporary food conservation assistant at Lexington, Ky., effective November 30, 1945.

Nora Bell Hall, temporary food conservation assistant, at Georgetown, effective November 30, 1945.

Marie R. Richardson, temporary food conservation assistant, at Maysville, effective November 30, 1945.

Mildred Ragsdale, temporary food conservation assistant, at Murray, Ky., effective November 30, 1945.

J. Aaron Shrader, Assistant Bacteriologist, effective January 31, 1945. Mr. Shrader was employed to fill the vacancy created by military leave granted to Henry S. McGuire June 15, 1942, and who has returned for duty.

Death

Mr. J. D. Turner, head of the Department of Feed and Fertilizer Control, Experiment Station, January 1, 1946.

Leaves of Absence

Henry S. McGuire, Assistant Bacteriologist, on military leave since June 15, 1942, returned to duties, effective January 1, 1946.

R. H. Hageman, Assistant Chemist, returned from military leave of absence and resumed his duties, effective January 7, 1946.

Coleman R. Smith, in charge of Visual Aids and Property Records, who was granted military leave of absence in June, 1941, has resumed his position, effective January 1, 1946.

College of Law

Appointments

Paul Oberst, Assistant Professor of Law, effective January 1, 1946. Mr. Oberst succeeds Professor A. H. Eblen, resigned.

Gardner Reed, Law Library Assistant, effective January 1, 1946.

Cordell H. Martin, Law Library Assistant, effective January 1, 1946.

Resignation

Amos H. Eblen, Professor of Law, effective December 17, 1945.

College of Education

Appointments

Pauline Hilliard, fifth grade critic teacher, effective January 1, 1946. Miss Hilliard will replace Miss Helen Belser who resigned November 30, 1945.

Virginia Barber, secretary, effective January 1, 1946.

Leaves of Absence

Ellis F. Hartford, Associate Professor of Education, who has been on leave for service with the Navy, returned to his duties at the University on January 1, 1946.

C. C. Ross, Professor of Educational Psychology, who has been on leave to teach in the Army school in England, returned to his duties January 16, 1946.

College of Commerce

Appointments

Homer C. Lewis, Assistant Professor, effective January 2, to June 30, 1946.

Nell Briscoe, part-time teaching assistant, for January, February and March, 1946.

Herman A. Ellis, part-time Instructor, for the winter quarter, effective January 1, 1946.

Harry E. Howell, part-time teaching assistant, for January, February and March, 1946.

Wilimina Gramse, part-time teaching assistant, for January, February and March, 1946.

Powers Jones, reading assistant, effective January 1 through May, 1946.

Leave of Absence

Robson D. McIntyre, Professor of Marketing, returned from military leave January 1, 1946 and has resumed his duties.

Graduate School

Appointments

Harold Eastes Black, fellow, effective January 1, 1946.

James Marion Stamper, scholar, effective January 1, 1946.

Department of University Extension

Resignation

Eloise Rogers, effective December 1, 1945.

Payment for Grading of Papers, for six months since July 1, 1945, to the following instructors: Grace Anderson, Wendell Beals, George Brady, M. C. Brown, Alexander Capurso, G. B. Carson, L. H. Carter, Louis Clifton, John L. Cutler, L. L. Dantzler, H. H. Downing, May K. Duncan, E. F. Farquhar, E. N. Fergus, Chloe Gifford, D. V. Hege-
man, W. A. Heinz, Sarah B. Holmes, Margaret Horsfield, H. H. Humph-
ries, W. W. Jennings, T. T. Jones, M. D. Ketchum, Grant C. Knight,
John Kuiper, Mary Rees Land, A. J. Lawrence, M. E. Ligon, Frank T.
McFarland, Mary Jane Miller, Truman Morris, Edward Newbury, Anna
Peck, Neil Plummer, J. E. Reeves, J. R. Schwendeman, Alberta W. Ser-
ver, Mrs. D. H. Starns, Wendell H. Stephenson, Rodman Sullivan, Rhea
Taylor, W. C. Tucker, Amry Vandenbosch, A. Bertram Warren.

University Library

Appointments

Frances L. Dugan (Mrs), Assistant Archivist (ten months' basis), effective January 22, 1946.

Mrs. Millicent Mercer, Assistant Reference Librarian, effective January 10, 1946. Mrs. Mercer, previously employed as an assistant Reference Librarian, has been appointed to fill the vacancy caused by the resignation of Miss Mary Elizabeth Crawford.

Resignation

Mary Elizabeth Crawford, Assistant Reference Librarian, effective January 12, 1946.

University Personnel Office

Appointments

Lyle K. Henry, Assistant, for twelve months, part-time basis, effective January 1, 1946. Dr. Henry's services are needed in handling the increased number of veterans.

Marjorie R. Rush, stenographer, effective December 1, 1945. Mrs. Rush succeeds Mrs. Ensminger, resigned.

Resignation

Anne C. Ensminger, clerk, effective November 30, 1945.

Department of Athletics

Appointment

Norma Jean Arnold, stenographer, temporary appointment until new budget is effective July 1, 1946.

University Health Service

Appointment

Aileen Marcus (Mrs.), registered nurse, effective January 1, 1946. Mrs. Marcus will take the place of two part-time nurses, Misses Neikirk and Weisbach, resigned.

Resignations

Jane Neikirk, Registered Nurse, effective January 1, 1946.

Sarah Weisbach, Registered Nurse, effective December 22, 1945.

Office of the Dean of Women

Appointment

Mrs. Lois M. Coxe, housemother, Delta Delta Delta house, for six months, effective January 1, 1946.

Resignation

Mrs. Lodema Burbridge, housemother, Delta Delta Delta house, effective December 31, 1945.

Office of the Dean of Men

Appointment

Mrs. S. S. Davis, housemother, Sigma Chi House, effective January 1, 1946.

Department of Business Management and Control

Appointments

Mrs. Janet Starks, clerk-stenographer, effective December 10, 1945, to replace Ann Marie Curtis, resigned.

Louise Midkiff, clerk-stenographer, effective December 9, 1945. Mrs. Midkiff replaces Edna Edwards.

LeGrand G. Briggs (Mrs.), clerk-stenographer, accounting department, effective January 7, 1946.

AST (1543th SCU)

Termination of Employment

Charles B. Huffman, guard at dormitory, due to termination of AST Program at the University of Kentucky, effective January 26, 1946.

War Memorial Survey

Transfer and Salary Adjustment

Mrs. Mary M. Scully, clerk in Service Men's Survey, transferred to War Memorial Survey, with adjustment in salary.

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16. It was moved, seconded and carried that on President Donovan's recommendation, the above appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes be concurred in and record made in the minutes.

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U. Adjournment.

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17. Upon motion duly made, seconded and carried, the Executive Committee adjourned at 1:00 p.m.

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