

CALLED MEETING OF THE EXECUTIVE COMMITTEE
OF THE UNIVERSITY OF KENTUCKY
JANUARY 9, 1918.

The Executive Committee of the University of Kentucky met on above named date in the office of President McVey with the following members present: Chairman C.B.Nichols, R.C.Stoll, Frank McKee, John Brown, and P.P.Johnston Jr., Dr. S.B.Marks and Mr. Claude B. Terrell being absent.

Under the heading of "Appointments" President McVey announced that he had procured the services of Wellington Patrick of Washington City, formerly a student of the University of Kentucky from Magoffin County, to act as his private secretary. The President said that Mr. Patrick was a student in this University for two years beginning 1905; that he went to Washington where he served as filing clerk in the War Department then took a head clerkship in the Bureau of Markets; that he is an expert stenographer and typist, a graduate of George Washington University with the degree of A.B. 1916 and the degree of A.M. 1917, and that Mr. Patrick was in position to take up the work in case he was appointed January 16, 1918. President McVey said further that Mr. Patrick was interested in school work and had been superintendent of schools in Oklahoma. Mr. Stoll moved that President McVey's recommendation of Mr. Patrick as private secretary to the President at a salary of \$1800 a year be ratified. Seconded by Mr. Brown, on the call of the roll, this motion was adopted unanimously.

Under the heading, "Superintendent of Buildings and Grounds", President McVey recommended that A.O. Whipple from the University of North Dakota be appointed to this position. Dr. McVey told briefly of the qualifications of Mr. Whipple and said that he was satisfied that with the record of good work done at the University of North Dakota and elsewhere, his services will be valuable to the University of Kentucky. He said he had discussed the matter with Mr. Whipple on the basis of a salary of \$1800 a year, appointment to take effect April 1, 1918.

On motion of Mr. Stoll, seconded by Mr. Brown, Dr. McVey's recommendation of A.O. Whipple for Superintendent of Buildings and Grounds at a salary of \$1800 a year, the same to begin April 1, 1918, was adopted on call of the roll by unanimous vote.

Under the heading "Head of Food and Drug Work" President McVey informed the Board that he had written to Robert M. Allen of New York City relative to this work but that up to this time he had received no reply from Mr. Allen.

He reported to the Board that Dean Cooper of the College of Agriculture had recommended, after careful investigation of his qualifications, that Professor J.O. LaBach be appointed to this position at his present salary.

On motion of Mr. McKee, seconded by Mr. Johnston, the recommendation made by Dean Cooper and approved by President McVey that Professor LaBach be made head of Food and Drug Work at his present salary, was adopted on call of the roll by unanimous vote.

Under the head "Adjustment of Salaries", President McVey reported that Miss Susan Kidd, bookkeeper in the Agricultural Extension Division had opportunity to enter another field at an increased salary and had asked that her salary be increased. It was the sense of the Board that President McVey be given full power to act in this matter.

President McVey reported that Professor William J. Carrel, College Civil Engineering, had entered the army January 1, and that acting Dean Terrell had recommended that the work done by Professor Carrel be so apportioned that it be handled by Professor W.A. Newman with an increase of \$60 a month in the salary of said Newman making his salary \$1800 a year, the same to begin as of January 1, 1918, with the title of Assistant Professor of Civil Engineering. President McVey said that Dean Terrell considered that in view of a shortage of available teaching material the economical thing to do was to take \$60 a month out of the \$200 previously paid to Professor Carrel, pay it to Professor Newman and increase Professor Newman's teaching hours.

On approval by the President, Mr. Stoll moved that this recommendation of Dean Terrell be ratified. Seconded by Mr. Johnston, Mr. Stoll's motion was adopted by unanimous vote on call of the roll.

In this connection President McVey recommended also an increase of \$100 a year in the salary of Dean Terrell who is acting dean of the College of Civil Engineering. This recommendation, on motion duly seconded, was adopted on call of the roll by unanimous vote.

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Under the heading "Wages of Janitors", President McVey said that some of the janitors of the University were not receiving sufficient wages and that some scheme should be worked out affording adequate compensation for such of them as are doing satisfactory work. The President suggested tentatively something like a merit basis of payment for janitorial service.

On motion of which Mr. Stoll, duly seconded, a resolution giving President McVey full power to act in the handling of the wage situation was adopted.

Under the heading "Fees of Law College" President McVey reported to the Board that Dean Lafferty of the College of Law had interposed an objection to the fee of \$25 a semester charged Law students as fixed by the Board of Trustees in its meeting December 10, 1917. The President said his own opinion at that time was that this fee should be not more than \$20 a semester and that he favored this amount. He therefore recommended that a change affecting the Law fee be made.

Mr. Stoll moved that the fees decided upon by the Board of Trustees in session December 10, 1917 be changed as to the Law College and that the revised schedule of fees be as follows:

FEES

1. College of Arts and Science.
\$12.50 per semester.
 2. Engineering College.
\$15.00 per semester.
 3. Law College
\$20.00 per semester.
 4. Student Activities
\$ 4.50 per semester.
 5. Abolish Diploma fee
Law Library fee.
 6. Breakage fee returnable
\$ 2.50 per semester.
 7. Dormitory
\$ 1.00 per week, University to furnish sheets, towels,
and pillow cases and launder them.
- 78% of student activities fee to go to athletics
12% to Kernel
6% to Y.W.C.A. and Y.M.C.A.
4% to Lecture Fund.

A laboratory deposit fee in Chemistry.

Duly seconded, on roll call, Mr. Stoll's motion was adopted by unanimous vote.

In this connection Dean Lafferty appeared before the Board and made a statement concerning the Law fee in which he said that the fee of \$25 would, in a large measure, make entrance into the College of Law prohibitive; that the College of Law was endeavoring to induce men who have hitherto been reading Law in offices to take advantage of College work in this profession; that it was the hope of the College by this means to raise the standards of the practice of Law in the state of Kentucky, and that in his judgment, prohibitive fees militated against that to the direct detriment to the State. Judge Lafferty favored a fee of about \$15 but said he would be satisfied with any action the Board took in the matter of diminishing this fee. Judge Lafferty retired.

At this point the President's report to the Legislature, to be made during the present session of that body, was read to the Board by the Secretary.

On motion of Mr. McKee seconded by Mr. Brown, the President's report was accepted, approved by unanimous vote and directed to be printed.

President McVey submitted to the Board a recommendation from Thomas Cooper Dean of the College of Agriculture, relative to certain repairs on the Scovell home which is to be occupied by Dean Cooper. These repairs entail additional expenses to that already incurred in appointing the house for Dean Cooper's recommendation to President McVey, which is on file.

Mr. Stoll moved that the matter of improvements referred to in Dean Cooper's communication be left in the hands of President McVey with power to act. Seconded by Mr. Johnston this motion was adopted by unanimous vote.

President McVey made a verbal report on the Smith-Hughes bill along with suggestions how to meet its requirements. This bill provides for the training of teachers for Vocational Education. President McVey said that money was available to the University for 1918 for this purpose and that courses that had been worked out for such teacher's training work have been approved. He said that to meet the requirements of this act it would be necessary to appoint someone to have charge of the work. The President said he was not ready at this time to recommend such a one but that he was considering the matter and would act later.

Thereupon Mr. Stoll moved that the President of the University be authorized to procure the services of such teacher in Vocational teacher Training work as will meet the requirements

of the Smith-Hughes act. Seconded by Mr. McKee this motion was adopted by unanimous vote.

In a communication from Dean Cooper of the College of Agriculture the following appointments recommended by him and endorsed by President McVey were approved by the Board:

Miss Catherine Meier, stenographer in the Extension Division, salary \$60 a month, effective December 20, 1917 to be paid out of funds of Extension Division.

Charles L. Taylor, county agent Nelson County, salary \$2400 a year to begin January 1, 1918.

Guernsey C. Baker, emergency county agent Lawrence County, salary \$900 for six months effective January 1, 1918.

Miss Gertrude Sommer clerk for district agent, F.E. Merriman; and Mrs. M.D. Jonas. Increase from \$607 a year to be paid by the Extension Division (Under this arrangement proposes salary will be paid \$360 annually by Extension Division and \$247 annually by the Fiscal Court of Jefferson County.)

Dean Cooper recommended that the salary of Miss Susan Kidd be increased from \$75 to \$100 a month effective January 1, 1918. In this connection Dean Cooper said that Miss Kidd was employed by the Extension Division as accountant, that she had been offered a similar position in Virginia at \$1400 a year and had been later offered \$1500 if she would accept that position; that Dr. Mutchler had asked that if possible her salary be made retroactive and effective as of July 1, 1917. (The matter of action of Miss Kidd's salary is disposed of elsewhere in these minutes).

Mr. Stoll offered the following resolution:

Be it resolved by the Executive Committee of the University of Kentucky that the action taken at the meeting of the Board of Trustees December 10, 1917, electing Thomas P. Cooper dean of the College of Agriculture and Director of the Experiment Station upon the terms that appear in the minutes of said meeting, is ratified and approved; and be it further resolved that Thomas P. Cooper be and he is hereby elected Dean of the College of Agriculture and Director of the Kentucky Agricultural Experiment Station. Seconded by Mr. Johnston, on call of the roll this motion was adopted by unanimous vote.

A communication to D.H. Peak, Business Agent of the University, from Dr. A.M. Peter Acting Director of the Experiment

Station incorporating an account rendered by Combs Lumber Company for work, material etc., on the Mulligan property, was presented to the Committee by President McVey and ordered filed. In this communication Dr. Peter stated that he had received a request from Mr. Peak to make out a check for \$3500 covering the Combs Lumber Company account; that upon examination of the minutes of the Board of Trustees and its Executive Committee he found no authorization to pay this account out of Experiment Station funds and that inasmuch as there was no Experiment Station fund from which a payment like this could be made without specific order from the Executive Committee or the Board of Trustees, he was returning the account to Mr. Peak for further instructions before making payment.

Concerning Dr. Peter's communication of December 18 Mr. Stoll moved, Mr. Johnston seconding, that payment be made from the Fertilizers Fees Funds as follows: For insurance, \$23.70; for fees of Law Firm of Allen & Duncan, \$250.00; for care of Mulligan grounds, \$64.90; for interest on balance, \$600.00 payable to Phoenix Third National Bank, and \$2500.00 to Combs Lumber Company for construction. This motion was adopted on call of the roll by unanimous vote.

At this point Dean Thomas P. Cooper of the College of Agriculture came into the room and was introduced to the members of the Executive Committee.

Under date of January 8th Dean C.J. Norwood of the College of Mines and Metallurgy, made a report to President McVey of recent fire damage in the Mining Building which report was ordered

filed. Concerning the future protection of this building and other buildings on the campus President McVey was asked to submit a plan by which adequate protection might hereafter be vouchsafed.

A communication bearing date, December 20, 1917 and signed by Dr. James K. Patterson containing an account of salary due him as President Emeritus of the University under a former agreement between the said Doctor Patterson and the Board of Trustees, was filed with the Board. The account was ordered turned over to the Business Agent and the Secretary was instructed to communicate with Dr. Patterson acknowledging receipt of the same, which was done.

REPORT OF BUSINESS AGENT

January 9th, 1918:

To President F.L. McVey
and
The Executive Committee:

FINANCIAL REPORT

Filed herewith, Exhibit No. 1., is the financial report of the University of Kentucky, for December 1917.

STREET IMPROVEMENT STATEMENT

Commissioner of Finance, City of Lexington, has mailed statement of amount claimed to be due for street improvement on Winslow Street. Exhibit No. 2. Filed for your action.

SCOVELL HOUSE

This property is being repaired, papered and painted, preparatory to occupancy by Mr. Cooper, Dean of College of Agriculture. The expense will be about \$300, for work ordered and completed, this does not take into consideration the changes which Mr. Cooper recommends. Request filed. Exhibit No. 3. I suggest that in your order relative to this work you name the fund out of which bills may be paid.

Exhibit No. 4, Bills to Dr. W.R.Pinnell for expense of moving \$15.00 and construction of Garage \$114.31. On inquiry he informed me that the charges for materials are the actual amounts paid. The labor was performed in the most part by Dr. Pinnell and Mr. Snyder, cash not being paid out for it. He says that the value of the labor is under-estimated.
(Ordered paid out of Experiment Station funds).

VAULT

You heretofore directed that cost of the construction of vault in Business Office be paid, in equal amounts from each, from General Fund, Extension Fund and Experiment Station Fund. It developed that this could not be done from Extension Fund. The bill has been paid in part, the payment being made from General Fund and Experiment Station Fund. Will you please make an order directing out of what fund the balance \$458.00 shall be paid.

Exhibit No. 5.

(Ordered paid, two thirds out of Experiment Station funds and one third out of University funds).

MULLIGAN PROPERTY

The Contractor, Combs Lumber Company, has requested payment of \$3500.00 on work completed. I examined charges on books of Contractor at its office and found that they correspond to statement rendered. I file account together with letter of Dr. Peter concerning it and other expenses.

Exhibit No. 6 (Note - Acted upon in connection with Dr. Peter's communication).

There is \$3.00 unpaid expense for work on grounds.

A policy for an additional \$5,000.00 fire insurance has been taken out by the Trust Company. An order should be made for payment of premium.

(Ordered paid out of Experiment Station funds).

Please take action on bill of Allen and Duncan, Attorneys for \$250.00. Exhibit No. 7.

(Ordered paid out of Experiment Station funds).

The Attorneys, Allen and Duncan, state that it is necessary to give notice that a continuance of lease is desired. It is doubtless proper that this be done by order of the Executive Committee.

(Ordered referred to President for action).

MINING BUILDING FIRE

Some weeks ago Professor Norwood informed me of a small fire in the Mining Building. He attributed it to a careless smoker. The damage was small.

About 10:30 o'clock Thursday night fire was discovered in the building by Mr. Wm. Belt, a student, who was returning from a call made on Linden Walk. He gave alarm at once, and the fire was extinguished with comparatively small loss, the amount of which has not yet been determined. It is fully covered by insurance and the Insurance Agencies took up question of adjustment at once.

However, the building narrowly escaped total destruction. It is thought that the fire was due to an incendiary, but the motive is not apparent. There were three distinct fires, one in the basement, where the use of coal oil was evident, and two in the attic. The State Fire Marshall has the matter in hand.

For a few nights we have deemed it necessary to have a watchman stay in the building.

Sometime ago the J.W.Stoll Insurance Agency called my attention to insurance against explosions. I referred it to your Committee, but no action was taken. Dr. Norwood fears explosions.

(President asked to make recommendation concerning system of fire protection and night watch).

REQUESTS FOR APPROPRIATION

I file Exhibit No. 8., request of Dr. Healy for an appropriation of \$175.00 to Bacteriology Department of Agriculture. Last year that department had a balance of about \$160.00 which was expected to have been used for payment of certain orders which were not filled until this year. The balance could not be carried over, however. This seems to have handicapped the work of the Department, hence the request. I recommend an appropriation.

(Referred to President with power to act).

The following Janitors are asking a raise in salary; Pier Whitman, who now has charge of the New Dormitory and receives \$25.00 per month. George Davis, who has charge of the Civil and Physics Building and received \$30 per month.

(Action noted elsewhere in these minutes).

The amounts appropriated for supplies for Dormitories, Secretary of Board and Executive are not sufficient. Additional allowance should be made. Dormitories will need at least \$100.00, probably more.

I think also that a division of appropriation for supplies in Budget of Education should be made so as to show what may be used by Education, Professor Noe; Secondary Education, Mr. Rhoads; Philosophy, Dr. Tigert.

SAFETY BCX

Last year I was directed to rent a safety box at the Security Trust Company. This I did at a cost of \$8.00 per year. Will you kindly reconsider the necessity of such a box.

(No action).

DR. PATTERSON'S ACCOUNT

I file for your action Exhibit 9, account of Dr. James K. Patterson.

(Action noted elsewhere in these minutes).

BENNETT AND CRUM FUNDS

I file for your consideration and action Exhibit No. 10; reports and correspondence relative to above named funds.

(President McVey reported that these funds were properly invested and serving the ends for which they were established).

COAL

Total appropriation	\$11,000.00
Spent to date including December bills ..	<u>6,308.38</u>
Balance	4,691.62

The above statement is for University not including Patterson Hall and Experiment Station. We have on hand three or more car loads of coal.

BILLS FOR APPROVAL

The following bills presented for payment will not be paid by the State Auditor, the traveling expense, bills because they are not accompanied by receipts for amounts exceeding \$1.00. I think it proper for you to pass on these and order them to be paid out of funds other than State Appropriations.

LIST

V.J. Harris, Traveling expenses	\$ 7.86
Tibbis Carpenter, Traveling expenses	16.76
J.I.Lyle, Traveling expenses	66.10
B.J.Treacy, bond for Mr. Lyons	5.00

(Ordered paid out of Trustee Meetings Fund)

(The detailed financial statement submitted in connection with this report was ordered filed).

Respectfully submitted,

D.H.Peak

Business Agent.

It was the sense of the Board that the called meeting of this date would obviate the regular meeting scheduled for the third Wednesday in January and that the next regular meeting of this Board should not be held until the third Wednesday in February.

The Board adjourned.

Respectfully submitted,

Enoch Grehan

Secretary.