

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, postponed from April 18, 1941, to April 22, 1941.

The Executive Committee of the Board of Trustees, University of Kentucky, met in the President's Office, University of Kentucky, Tuesday, April 22, 1941, convening at 11:00 a.m. This meeting was held by unanimous consent of the members of the Committee, it being impracticable to hold a meeting on the regular meeting date, April 18, 1941. The members of the Committee present were Judge Richard C. Stoll, Chairman; H. S. Cleveland, Lee Kirkpatrick, and James Park. President Thomas Cooper and D. H. Peak, Secretary of the Board, were present. On invitation, President-elect Dr. H. L. Donovan attended the meeting.

1. Approval of Minutes.

The minutes of the meeting of the Executive Committee of March 21, 1941, were approved as published. All actions of the Committee taken and motions made and carried at that meeting were ratified and approved.

2. Financial Report.

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

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

Operating Accounts

Budgeted Income - - - - -	\$1,495,673.74
Estimated Reduction in Budgeted Income - - - - -	<u>13,000.00</u>
Balance - - - - -	1,482,673.74
Salaries and Other Commitments - - - - -	<u>1,113,260.19</u>
Available for Expense, Supplies & Equipment - - -	369,413.55
Expended to March 31, 1941 - - - - -	<u>289,447.15</u>
Unexpended balance - - - - -	79,966.40

Patterson Hall

Budgeted Income - - - - -	99,980.00
Salaries and Other Commitments - - - - -	<u>19,550.00</u>
Available for Expense, Supplies & Equipment - - -	80,430.00
Expended to March 31, 1941 - - - - -	<u>52,742.59</u>
Unencumbered balance - - - - -	27,687.41

Experiment Station Fund

Budgeted Income - - - - -	\$470,078.22
Salaries and Other Commitments - - - - -	<u>310,784.00</u>
Available for Expense, Supplies & Equipment - - -	159,294.22
Expended to March 31, 1941 - - - - -	<u>91,018.63</u>
Unencumbered balance - - - - -	68,275.59

Agricultural Extension Fund

Budgeted Income - - - - -	758,720.00
Salaries and Other Commitments - - - - -	<u>634,126.00</u>
Available for Expense, Supplies & Equipment - - -	124,524.00
Expended to March 31, 1941 - - - - -	<u>85,386.78</u>
Unencumbered balance - - - - -	39,137.22

Special Appropriations

Library Equipment - - - - -	10,000.00
Expended to March 31, 1941 - - - - -	<u>9,903.25</u>
Unencumbered balance - - - - -	96.75
Scientific Equipment - - - - -	20,000.00
Expended to March 31, 1941 - - - - -	<u>19,821.13</u>
Unencumbered balance - - - - -	178.87
Home Economics Equipment - - - - -	15,000.00
Expended to March 31, 1941 - - - - -	<u>14,926.40</u>
Unencumbered balance - - - - -	73.60
Engineering Equipment - - - - -	25,000.00
Expended to March 31, 1941 - - - - -	<u>24,062.60</u>
Unencumbered balance - - - - -	937.40

3. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from February 13, 1941, to March 19, 1941, inclusive. The report shows that orders were made by the Business Office on authority of the Requisition Committee in the manner prescribed by the Board of Trustees and state laws, running from No. 7811 to No. 8567. The report was examined, and on motion and second the orders and budget additions named therein were ratified and approved, and payments on said orders were authorized and approved.

#### 4. Insurance Report - Fire and Tornado.

The following report of the Business Agent on Fire and Tornado Insurance was accepted, approved and ordered inserted in the Minutes:

Dean James H. Graham, Mr. E. B. Farris, L. H. McCain, accountant, and D. H. Peak, Business Agent met to consider the valuations of University property for fire and tornado insurance on the appraisal made by Mr. Farris and the rates of such insurance as fixed by the Actuary Bureau shown in schedules presented to the University by the Division of Insurance at Frankfort. Dean Graham approved the schedules with the exception of a few errors and according to his suggestion Mr. McCain and Mr. Farris met at Frankfort with Mr. English, State Insurance Manager, for the purpose of considering changes in the schedules and correction of errors. Changes were made as far as possible to comply with facts and to correct errors.

The schedule as it stands at present carries until the end of this fiscal year. Possibly other adjustments in valuations and rates may be made at that time.

Under the new valuation and rates, there are the following additional premium charges for 1940-1941:

Division of Colleges	\$754.64
Experiment Station	456.93
Princeton Substation	114.80
Camp Robinson, Noble, Ky.	137.09

There will be a refund for Robinson Substation of \$116.73, credit to be given on premium for 1941-42.

#### 5. Zoning on Euclid Avenue.

President Cooper reported that the Lexington Zoning Commission had been asked by Mrs. Yeager, owner of property on Euclid Avenue, to change the zoning of property on the North side of Euclid Avenue between the Sigma Nu Fraternity House and Lexington Avenue and extending to Adams Street, from residence to business. At the meeting of the Board of Trustees, held April 1, 1941, President Cooper and Mr. Hillenmeyer were appointed to inquire into the question of zoning this property. It then appeared that the members of the Board of Trustees were unanimous in opinion that the property should not be used for business purposes and especially for the purpose of conducting a bowling alley thereon.

Therefore, on motion, seconded and carried, President Thomas Cooper and Mr. Louis Hillenmeyer were appointed to represent the Board of Trustees and the Executive Committee of the University of Kentucky before the Lexington Zoning Commission, and to protest in the name of the Board of Trustees change from residence zoning to business zoning.

6. Acceptance of Appointments - President and Comptroller.

The following letters of notification and acceptance were received and ordered copied in the Minutes:

a. President Elect, H. L. Donovan -

Notification

April 4, 1941

Dr. H. L. Donovan  
Eastern Kentucky State Teachers College  
Richmond, Kentucky

Dear Dr. Donovan:

As Secretary pro tem of the Board of Trustees of the University of Kentucky, it is my pleasure to officially notify you of your election as President of the University of Kentucky, beginning July 1, 1941, at a salary of \$8,500 per year. The action of the Board of Trustees was unanimous.

I wish to offer my sincere congratulations to you upon your selection as President of our great State University and to wish for you a long, happy and successful administration. I am expecting great things from the University under your wise leadership.

Kindly let me have a letter of acceptance for the records of the University.

With best wishes, I am

Very truly yours,

(Signed) J. W. Brooker, Secretary pro tem  
Board of Trustees, University of  
Kentucky

Acceptance

April 5, 1941

Mr. John W. Brooker  
Superintendent of Public Instruction  
Frankfort, Kentucky

My dear Superintendent Brooker:

Let me thank you for your letter officially notifying me of the action of the Board of Trustees of the University of Kentucky in appointing me as president of this great institution. I am pleased to accept this appointment and I pledge to you and to the Board that I shall make the greatest effort of my life to advance the cause of the University. I shall devote all my time and all my ability to forwarding the educational program of our Alma Mater.

I want to thank you for your expression of congratulations and good wishes on my appointment to this important post.

Cordially yours,

(Signed) H. L. Donovan  
President

b. Comptroller Elect, F. D. Peterson -

Notification

April 4, 1941

Mr. Frank D. Peterson, Director  
Division of Accounts and Control  
Department of Finance  
Frankfort, Kentucky

Dear Mr. Peterson:

As Secretary pro tem of the Board of Trustees of the University of Kentucky, it is my pleasure to officially notify you of your election as Comptroller of the University of Kentucky, beginning May 1, 1941, at a salary of \$5,000 per year.

I congratulate you upon your selection to this important post at our great State University and sincerely trust that you may have a successful administration.

I shall appreciate it if you will let me have your formal acceptance for the record of the Board of Trustees.

Very truly yours,

(Signed) J. W. Brooker, Secretary pro tem  
Board of Trustees, University of  
Kentucky

Acceptance

April 5, 1941

Mr. John W. Brooker,  
Secretary pro tem,  
Board of Trustees,  
University of Kentucky,  
Frankfort, Kentucky

My dear John:

I acknowledge receipt of your letter of April 4, officially advising me of my election as Comptroller of the University of Kentucky beginning May 1, 1941. I am pleased to be able to accept the appointment and will begin my duties as soon after May 1, as conditions connected with my present position will permit.

I desire to express to you my sincerest appreciation for the confidence that the Board of Trustees have expressed in my election. The reorganization made by the Board in connection with the position of the Comptroller greatly expands the duties and responsibilities of the heretofore office of the Business Agent, all of which challenges the best that is in me. I want you to know that I appreciate your personal action in my behalf and thank you for your congratulations. I trust that when in Lexington, or at the University, you will make my office your headquarters.

With best regards to you, I am

Sincerely,

(Signed) Frank D. Peterson.

## 7. Organizations Fund.

### a. The Business Agent made following statement:

When the Organizations Fund was created by order of the Executive Committee at the March 1938 meeting, charges for handling the funds were approved as follows:

"The fees to be charged by the Business Office for handling student funds shall be: up to \$35 no charge; \$35 to \$99 inclusive -- \$1; \$100 and over 1% of deposits."

Later it was found that the costs of operating the fund accounts were less than the amount that would be realized from charges if made as above noted, especially in view of the fact that an income could be realized by depositing part of the funds in interest bearing accounts. At present, \$450.00 a year is being received from interest on investments and deposits. Therefore, the funds have been charged only with amounts sufficient to carry the expense of accounting. The number and size of the accounts in the fund have increased to such an extent that the expense is gradually increasing. This makes it necessary to employ a full-time secretary. However, it is not necessary to charge the full amount of one per cent and it does not appear that such necessity will arise for some time to come.

I suggest that the action of the President and Business Agent in making charges to the funds in amounts sufficient only for meeting the expense of accounting be approved.

On motion, seconded and carried, the action of the President and Business Agent in limiting the charges to fund deposits to the amount necessary for expense of operation of the Organizations Fund accounting as set out in the Business Agent's statement copied above was approved and ratified.

b. The Business Agent, on approval of President Cooper, suggested that in the resolution authorizing the setting up of the Organizations Fund, passed at the meeting of the Executive Committee of March, 1938, changes be made in the paragraph of the said resolutions fixing charges for handling accounts in the Organizations Fund, so that the paragraph shall read as follows:

"The Fees to be charged by the Business Office for handling student funds shall be: up to \$35 no charge; \$35 to \$99 inclusive--not in excess of \$1; \$100 and over, not in excess of 1% deposits."

On motion, seconded and carried, President Cooper approving, the following resolution was passed:

It appearing that it has not been necessary to charge deposits made to accounts in the Organizations Fund the full per cent set out in the resolutions of the Executive Committee made at its March 1938 meeting, therefore be it resolved that that part of the said resolution be and is hereby changed to read as follows:

"The fees to be charged by the Business Office for handling student funds shall be: up to \$35 no charge; \$35 to \$99 inclusive--not in excess of \$1; \$100 and over, not in excess of 1% of deposits."

#### 8. Civil Aeronautics - Handling Funds.

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

It appearing that in the resolution approving and accepting the contract for Civil Pilot training passed at the March 1941 meeting of the Executive Committee, no provision was made for handling funds incident to said contract; therefore, be it resolved that funds paid into the Business Office for the purpose of operating and carrying out the said contract be carried by the Business Office as a special trust account, and that such funds be disbursed by the Business Office on order of the coordinator, Colonel H. L. Donnelly, or such person as may be designated by him. No part of the funds shall be remitted to the State Treasurer.

#### 9. Contract of Rental - Chi Omega Fraternity.

The Chi Omega Fraternity made following request for renewal of rental lease of Smith Hall for the year beginning July 1, 1941, asking certain repairs and renewals:

April 1, 1941

Chi Omega Fraternity wishes to renew the option on the house at 319 Lexington Avenue which will be in effect immediately.

CHI OMEGA FRATERNITY  
(Signed) Helen Powell  
Vice-President.



On motion, seconded and carried, renewal of the lease was authorized, the President being authorized to examine the request for repairs and renewals and to determine the extent thereof necessary.

#### 10. Out-of-State Travel.

##### a. A. C. McFarlan

The President requested approval of out-of-state travel expense of Dr. A. C. McFarlan, Head of the Department of Geology, in the amount of \$75 to make a tour with Geology classes from Lexington, Kentucky, through the Rocky Mountains in Colorado and New Mexico and return. He stated the necessity of the trip as follows:

"It is necessary for Dr. A. C. McFarlan, Head of the Department of Geology, to conduct field work in regional geology for courses, Geology 118a-d and Geology 23a-b, from June 1 to June 22, 1941, in an out-of-state trip from Lexington, Kentucky, through the southern Rocky Mountains of Colorado and New Mexico and return to Lexington, Kentucky. This trip is made solely for instructional purposes for students in Geology and for the interest of the University of Kentucky. This out-of-state travel is necessitated in order to carry out the courses outlined in Geology for students of the University of Kentucky. The work is required of majors in the Department of Geology as a prerequisite for graduation. Areas selected for study each year are those where the mineral operations and general geologic set-up are such that they can not be duplicated anywhere in the state of Kentucky. The work has also made possible the building up of a very large reference collection of ores, minerals, rocks and fossils, from the areas visited. The course has been offered for the past ten years.

"The trip is made in a truck belonging to the Department of Geology and each student bears his own expense. It is necessary that the students be accompanied by two instructors and for that reason this request for out-of-state travel is presented."

President Cooper having recommended the approval of the request of Dr. A. C. McFarlan, head of the Department of Geology, to make a tour with Geology classes from Lexington, Kentucky, through the Rocky Mountains in Colorado and New Mexico and return to Lexington, and allowance of expenses not to exceed \$75 in making such tour during the period of June 1 to June 22, 1941, and the Executive Committee being advised as to the necessity of such trip for the instruction of students in Geology in the University of Kentucky, the Executive Committee deemed such tour a necessary part of the business of the University of Kentucky; therefore the request of Dr. A. C. McFarlan to make the aforesaid tour is granted and his expense in making the tour in a sum not to exceed \$75 is granted, approved and ordered. The Business Agent was directed to submit to the Director of Accounts and Control a formal request as required by the State Department of Finance for approval of out-of-state travel of Dr. A. C. McFarlan in making the aforesaid tour in a sum not to exceed \$75, requesting the Director of Accounts and Control to ask the approval of said request by the Attorney General of the State of Kentucky.

b. D. M. Young

The President requested approval of out-of-state travel expense of D. M. Young, Professor in the Department of Geology, in the amount of \$75, to accompany Dr. A. C. McFarlan, Head of the Department of Geology, on a tour with Geology classes from Lexington, Kentucky, through the Rocky Mountains in Colorado and New Mexico and return. He stated the necessity of the trip as follows:

"It is necessary for D. M. Young, Professor in the Department of Geology, to accompany Dr. A. C. McFarlan, Head of the Department of Geology, in conducting field work in regional geology for courses, Geology 118a-d and Geology 23a-b, from June 1 to June 22, 1941, in an out-of-state trip from Lexington, Kentucky, through the southern Rocky Mountains of Colorado and New Mexico and return to Lexington, Kentucky. This trip is made solely for instructional purposes for students in Geology and for the interest of the University of Kentucky. This out-of-state travel is necessitated in order to carry out the courses outlined in Geology for students of the University of Kentucky. The work is required of majors in the Department of Geology as a prerequisite for graduation. Areas selected for study each year are those where the mineral operations and general geologic set-up are such that they can not be duplicated anywhere in the state of Kentucky. The work has also made possible the building up of a very large reference collection of ores, minerals, rocks and fossils, from the areas visited. The course has been offered for the past ten years.

"The trip is made in the truck belonging to the Department of Geology and each student bears his own expense. It is necessary that the students be accompanied by two instructors and for that reason this request for out-of-state travel is presented."

President Cooper having recommended the approval of the request of D. M. Young, Professor in the Department of Geology, to accompany Dr. A. C. McFarlan, Head of the Department of Geology, on a tour with Geology classes from Lexington, Kentucky, through the Rocky Mountains in Colorado and New Mexico and return to Lexington, and allowance of expenses not to exceed \$75 in making such tour during the period of June 1 to June 22, 1941, and the Executive Committee being advised as to the necessity of such trip for the instruction of students in Geology in the University of Kentucky, the Executive Committee deemed such tour a necessary part of the business of the University of Kentucky; therefore the request of D. M. Young to accompany Dr. A. C. McFarlan on the aforesaid tour is granted and his expense in making the tour in a sum not to exceed \$75 is granted, approved and ordered. The Business Agent was directed to submit to the Director of Accounts and Control a formal request as required by the State Department of Finance for approval of out-of-state travel of D. M. Young to accompany Dr. A. C. McFarlan in making the aforesaid tour in a sum not to exceed \$75, requesting the Director of Accounts and Control to ask the approval of said request by the Attorney General of the State of Kentucky.

11. Uniform Contract - Advanced Course R.O.T.C.

President Cooper presented an agreement of The Fechheimer Bros. Co. of Cincinnati, O., to manufacture and furnish uniforms and equipment for the University of Kentucky advanced course of R.O.T.C. during the period beginning on or about September 1, 1941, and ending on or about June 15, 1942, the price thereof amounting to a total of \$36.98 for each uniform and equipment. The President stated that this is an advance of \$1.73 over charge for the uniform and equipment for the current year. The contract for the year 1940-41 with the same company having been satisfactorily carried out, Colonel Donnelly recommended the acceptance of the agreement for the next fiscal year.

On motion and second, an offer to furnish advanced course R.O.T.C. uniforms and equipment for the year 1941-42 made by The Fechheimer Bros. Co. of Cincinnati, Ohio, the total cost of each uniform and equipment to be \$36.98, was accepted and approved. The Business Agent was authorized to sign the contract.

12. Funds of Student Union and Kentucky Kernel.

Whereas at the April 1941 meeting of the Board of Trustees a resolution appointing a Comptroller, naming as part of his duties control of the Student Union and the Kentucky Kernel was offered and passed, now on motion and second which carried it is ordered:

a. that all funds and securities belonging to STUDENT UNION not now on deposit in the Business Office were ordered transferred by the Business Manager of the STUDENT UNION to the Business Agent; and all funds hereafter received or collected by the Manager of the STUDENT UNION shall be remitted to the Business Office.

b. that all funds and securities belonging to the KERNEL KERNEL not now on deposit in the Business Office were ordered transferred by the Manager of the KENTUCKY KERNEL to the Business Agent; and all funds hereafter received or collected by the Manager of the KENTUCKY KERNEL shall be remitted to the Business Office.

13. Files of The Kentuckian-Citizen and The Bourbon News Borrowed for University Library.

The President submitted following proposal:

Mr. James S. Shropshire and Associates,  
The Kentuckian-Citizen  
The Bourbon News,  
Paris, Kentucky.

Gentlemen:

The University of Kentucky Library proposes to borrow the files of the Kentuckian-Citizen and The Bourbon News. These files are proposed to be borrowed to be placed in the University of Kentucky Library and it is agreed that should you loan said files to us, that we will:

1. Collate these files and return any duplicates which may appear among them to you. We will keep these files in bound, maintain them and keep them in good order.

2. We will lend you at any time any volume of the files of either the Kentuckian-Citizen or the Bourbon News which you may wish to borrow with the understanding that when you have finished with it you will return it to the University of Kentucky Library for safe keeping.

3. We understand that at any time you and your associates wish to sell either or both of these newspapers and you desire that these files pass as a part of the assets of the sale of either or both of said newspapers, that such file or files will be returned to you and we will renounce all claim thereto.

4. Future issues of both the Kentuckian-Citizen and Bourbon News from March 24, 1941, are to be furnished the University of Kentucky Library in duplicate, one copy of which is to become the permanent property of the University of Kentucky Library and one copy thereof shall be attached to and become a part of the file of each of said newspapers to be held by the University of Kentucky Library upon the same terms and conditions as heretofore set forth pertaining to the principal files of each of said newspapers. Such future issues from March 24, 1941, are to be likewise collated and cared for upon the same terms as hereinbefore set forth.

5. It is agreed and understood that this proposal was presented to the Executive Committee of the Board of Trustees of the University of Kentucky and that said Executive Committee authorized the chairman and secretary to make this proposal to you, a copy thereof having been incorporated in the minutes of the Executive Committee meeting of date April 22, 1941, and a copy of this proposal will likewise be incorporated as a part of said minutes.

(Signed) Richard C. Stoll  
Chairman of Executive Committee  
Board of Trustees, University  
of Kentucky

Attest:

(Signed) D. H. Peak  
Secretary of Board of Trustees.

On motion of Mr. Park, seconded by Mr. Cleveland, which carried, the above copied proposal was approved. The chairman of the Executive Committee was authorized to sign the proposal, and copy of the proposal, attested by the Secretary of the Board of Trustees, was ordered forwarded to the manager of The Kentuckian-Citizen and The Bourbon News for acceptance.

#### 14. Research Laboratory-State Highway Department.

President Cooper presented a statement of Dean Graham which reads as follows:

You will remember that we have discussed the proposed plan of the Highway Department of the State to locate, build, equip and operate a research laboratory, upon the campus of the University, for research work on highway materials and soil conditions in connection with highway location, etc. Such a laboratory will be of benefit to senior civil engineering students expecting to specialize in highway construction and especially for graduate courses within the field of Civil Engineering. Several of the engineering colleges throughout the country now have such laboratories, but in no case are these complete. The present plans call for a more completely equipped laboratory than is now available elsewhere. The total cost will be approximately \$50,000. This proposed laboratory should not be in any way confused with the material testing laboratory now maintained by the Highway Department at Frankfort.

I have also discussed with you a proposed site for this laboratory and now recommend for your consideration as a site the two lots owned by the University on Graham Avenue opposite the Home Economics Building.

The members of the Committee expressed interest, and on motion of Mr. Park, seconded by Mr. Kirkpatrick, the proposal was taken under advisement, officials of the University being requested to make further investigation and to make report.

#### 15. Report of Committee on Publications.

President Cooper presented the following report:

A Committee consisting of Messrs. Farquhar, Funkhouser, Wiest and McVey was set up by the Board of Trustees to encourage publication of books that had been written by members of the University staff. Since the establishment of the Committee and the allotment of funds for its use a grant of \$400 was made to Professor Huntley Dupre toward the publication of a biography of Lazare Carnot, to

the publication of the first book of the Kentucky Imprint Series an advance was made to cover the cost of printing in the sum of \$300, and to the full cost of the publication of Francis Galloway's *Rule, Reason and Revolt in English Classicism*, the amount paid to the Scribner Co. was \$1,792.27.

The Committee now has before it a proposal from the Princeton University Press to act as publisher of any book the Committee may consider desirable to publish. The Committee recommends the acceptance of the proposal. A copy is attached for the information of the Board of Trustees.

The Committee would appreciate a statement from the Executive Committee of the Board of Trustees as to whether it is a creation of the Board of Trustees and as to its functions as a University publication agency so that it may be clear to all parties what the authority and responsibilities of the Committee on Publications may be.

For the year 1941-42 the Committee requests that \$2500 be appropriated to meet the cost of publication of such book or books which may be accepted during that period.

The Haggin Fund Committee on Publications therefore asks for the consideration of the Board on the following:

- (1) Continuance of the Committee and its authority.
- (2) The proposal of the Princeton Press.
- (3) An appropriation for publications -- 1941-42 -- in the sum of \$2500.

(Signed) E. F. Farquhar  
 W. D. Funkhouser  
 Edward Wiest  
 Frank L. McVey.

April 1941

On motion, seconded and carried, question as to authority and responsibility of the Committee and action on the proposed contract with the Princeton University Press was deferred. On motion and second an appropriation of \$2500 from the Haggin Fund was authorized set up for publications in the year 1941-42.

#### 16. Oil Testing Contract--Wenner-Gren Laboratory.

An Invitation, Bid and Acceptance to the War Department, Air Corps, Material Division, Office of Contracting Officer, Wright Field, Dayton, Ohio, was offered for approval, setting up sealed bid in triplicate for tests of oil for aircraft engines.

On motion, seconded and carried, the bid was accepted. The chairman of the Executive Committee was authorized to sign the papers on approval by Dean Graham or Professor Myers, endorsed on the copies of the bid.

17. Maxwell Place--Repairs and Renewals.

President Cooper stated that Maxwell Place should be put in order for the President's occupancy, July 1, 1941. He said that Doctor Donovan, Mrs. Donovan and he had inspected the house, and that it needs renovation inside and outside.

On motion, seconded and carried, President Cooper was authorized to take immediate steps in having Maxwell Place repaired and renewed and ready for occupancy July 1, 1941, by the President.

18. Bond of Comptroller.

On motion, seconded and carried, the bond of the Comptroller was fixed at \$50,000.00, a bond in that amount to be executed by F. D. Peterson, when he assumes the office of Comptroller.

19. Rooms in Men's Dormitory for Athletes.

Mr. Kirkpatrick suggested that the rooms set aside in the Men's Dormitory for housing students on the athletic teams were not sufficient for that purpose. He said that he had discussed the question of more rooms for the athletes with Athletic Director Shively, and that Mr. Shively thinks that the squad can be better controlled if housed as a whole in one dormitory.

20. Refrigerating Units.

President Cooper presented a statement made by the Acting Superintendent of Buildings and Grounds in which the Superintendent asked that certain technical service for his department be performed by W. M. Williams, an employee of the Experiment Station.

On motion, seconded and carried, W. M. Williams employed by the Experiment Station, was permitted, subject to approval of the Director, to render certain technical services for the Department of Buildings and Grounds. He is to be paid for the time spent in the work thus assigned to him from the General Fund, chargeable to the budget of the Department of Buildings and Grounds.

21. Appointments and Other Staff Changes.

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

Appointments

Dr. M. M. White, appointed at the April meeting of the Board of Trustees as Acting Assistant Dean of the College of Arts and Sciences, is appointed also Acting Director of Personnel Office for the period April 4 to July 1, the salary as Acting Assistant Dean to cover also his services as Director of the Personnel Office.

Mary T. Parks, clerk in the office of the Acting Assistant Dean of the College of Arts and Sciences and Acting Director of the Personnel Office, salary \$50.00 a month, effective April 16-June 30.

Niel Plummer, appointed at the April meeting of the Board of Trustees as temporary Graduate Manager of Student Publications, to receive a salary of \$60 a month, effective April 1, 1941.

Mrs. Lizzette S. Buchanan, part-time secretary in the Department of History, effective April 1, 1941, for three months, salary \$50.00 a month.

Ford Montgomery, instructor in piano during the absence of John Shelby Richardson, for the year 1941-42, salary \$1500 a year. He is now employed by the New England Conservatory of Music.

Graduate Assistants in the Department of Mathematics and Astronomy for the year 1941-42, at salaries of \$500.00 each: William G. Clark, John R. Rafferty, J. C. Eaves, P. W. Derthick, S. Perry Schlesinger.

Leslie W. Johnson, assistant in the College of Education for the year 1941-42, salary \$800.00.

Arless A. Spielman, Field Agent in Dairy Husbandry, effective July 1, 1941, salary \$2,000.00 a year, to fill the vacancy caused by the resignation of James B. Snathers. He is now completing his work for the doctorate at the University of Minnesota.

Change in Salary

E. A. Baute, Field Agent in poultry improvement, salary increased \$100.00 a year, making total yearly salary \$2800, effective July 1, 1941.

Cecil Hinton, Assistant Field Agent in poultry improvement, salary increased \$200 a year, effective July 1, 1941, making total salary \$1800.00.

Funds for salaries and work in poultry improvement are supplied by the Kentucky Poultry Improvement Association to the Experiment Station.



Leaves of Absence

James S. Shropshire, Manager of Kentucky Kernel and Student Union, called for army service April 21, 1941 for one year. In accordance with provisions of Board of Trustees he is entitled to one half months pay. The leave of absence without pay for five months, effective April 1, 1941, is hereby cancelled.

Thomas D. Clark, Associate Professor, Department of History, leave of absence for the regular session of the academic year 1941-42 on half pay.

J. D. Foster, Inspector in Charge of Creamery License Section, Experiment Station, called for army service, was granted leave of absence for one year, as of March 1, 1941, in accordance with the provisions of the Board of Trustees.

On motion and second, the Committee adjourned.

D. H. Peak  
Secretary of the Board.