

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, Wednesday, June 29, 1938, called on that date by the Chairman of the Executive Committee, Richard C. Stoll, for the purpose of acting on any and all business of the University of Kentucky ready for consideration of the Board of Trustees or Executive Committee.

There being no quorum of the Board of Trustees present on this, the date of called meeting, but there being a quorum of the Executive Committee in attendance, the chairman of the Executive Committee called a meeting of that Committee to meet at once in President McVey's office at the University Wednesday, June 29, 1938, at 10:30 a.m. The members of the Committee present were Chairman Richard C. Stoll, H. S. Cleveland, R. G. Gordon and James Park. Louis Hillenmeyer and J. C. Newcomb, members of the Board of Trustees, were present, and met with the Committee. President Frank L. McVey and D. H. Peak, Secretary of the Board, were present.

1. Approval of Minutes.

The minutes of the meeting of the Executive Committee of April 28, 1938, were approved as published.

2. Record of Meeting of June 3, 1938, Approved.

At the time set for the regular meeting of the Board of Trustees June 3, 1938, neither a quorum of the Board of Trustees nor of the Executive Committee was present. The business to be transacted was presented to the seven members present, and action was taken thereon as if in regular meeting. The proceedings which were duly recorded and published were referred to next meeting of the Executive Committee for approval.

The published action of the members of the Board of Trustees at that meeting, subject to correction of Article 16 thereof, which correction follows as Article 3 of these minutes, was, on motion and second, duly carried, approved and adopted as part of the minutes of this meeting, and the record is recorded as Appendix A.

3. Liquor Stores - Resolution Corrected.

The resolution in Article 16, record of meeting of June 3, 1938, was ordered to be corrected by striking out the words, "Further consideration being referred to the Executive Committee", so that the resolution as corrected reads as follows:

"Whereupon, Mr. Ferguson, seconded by Mr. Gatton, offered the following motion: Moved that the Board of Trustees of the University of Kentucky do not authorize opening stores for sale of liquors of any kind within 200 feet of the University grounds."

4. Record of Meeting of June 17, 1938, Approved.

At the time set for the regular meeting of the Executive Committee, June 17, 1938, a quorum was not present. The business to be transacted was presented to the two members present, and action was taken thereon as if in regular meeting. The proceedings which were duly recorded and published were referred to the called meeting of the Board of Trustees to be held on this date, for approval. The published action of the members of the Executive Committee at that meeting, subject to the correction of Article 6 thereof, which correction follows as Article 5 of these minutes, was on motion and second, duly carried, approved and adopted as part of the minutes of this meeting, and it is recorded as Appendix B.

5. Uncollected Fees - Resolution Corrected.

The Business Agent stated:

Resolution in Article 6, proceedings of the meeting of June 17, 1938, states that the amount collected on charged off fees shall be transferred to the Interest and Bond Redemption Fund. I suggest a change in the order so that refunds made in any fiscal year prior to the beginning of that fiscal year on fees and student indebtedness may be charged to collection made from charged off fees. It appears that it will be necessary that such refunds be made and we may not be permitted to pay the refunds from operating funds for the current fiscal year.

The resolution was amended so as to read as follows:

It was ordered that the amount of uncollected fees for year 1937-38 be charged off and not carried as an asset on the books of the University, and that any part thereof distributable to the General Fund of the University that may hereafter be collected be set aside for payment, first, of refunds ordered made on student collection received prior to current year and for payment on P.W.A. Construction indebtedness.

6. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from June 8, 1938, to June 15, 1938. The report showed orders made by the Business Office on the authority of the Requisition Committee in the manner prescribed by the Board of Trustees

and State laws, running from No. 8386 to No. 8568. The report was examined and on motion and second, the orders named therein were ratified and approved and payments on said orders were authorized and approved.

7. Allotments for First Quarter, 1938-39.

The Business Agent reported receipt from the State Department of Finance, Budget Division, of advice of allotment of appropriations for the University of Kentucky. The Business Office had made the usual request for allotments on blanks furnished for that purpose. The allotments made vary somewhat from the requests submitted. Condensed statement follows:

ADVICE OF ALLOTMENTS

1938 - 1939

Name of Appropriation	Amount	Amount Alloted for First Quarter Ending September 30
College General	\$775,000.00	\$200,000.00
Building Repairs	8,000.00	6,000.00
Summer Session	8,000.00	8,000.00
Special Agriculture	24,000.00	6,000.00
Experiment Station	48,000.00	15,000.00
Public Service	21,000.00	5,500.00
Nursery Inspection	2,000.00	600.00
Quicksand Substation	14,000.00	4,150.00
Princeton Substation	14,000.00	4,400.00
Agricultural Extension	120,000.00	30,000.00
Library Equipment	30,000.00	30,000.00
Scientific Laboratory Equipment	60,000.00	60,000.00
Engineering Equipment	60,000.00	60,000.00
Horticultural Promotion	10,000.00	2,500.00
	<u>\$1,194,000.00</u>	<u>\$432,150.00</u>

8. Investments - Peabody Fund.

There was further discussion of investment of Peabody Fund; reference is made to Article 5, proceedings of the meeting of June 17, 1938. It was suggested that the First National Bank and Trust Company be asked to act as agent for the University in making investment of the Peabody Fund or other funds in real estate loans. Each proposed loan is to be presented to the Board of Trustees or Executive Committee by application accompanied by proper appraisal of the property and abstract of title. If accepted by the University, the said Trust Company is to be paid five per cent of the income as collected by the Trust Company for the University.

9. Insurance, Men's Dormitories - Claim Allowed.

Reference is made to Article 8, proceedings, June 17, 1938.

Mr. Cleveland reported that he had consulted a member of the staff in the Division of Insurance regarding the claim and was informed that the amount claimed, to-wit \$224.02, is correct, it appearing that the policies were written without the co-insurance clause. The Business Agent stated that the policies had been sent to the Agency for cancellation and that no co-insurance clause had ever been presented to him for signature.

On motion and second, it was ordered that the Coleman Insurance Agency be paid the sum of \$224.02 according to bill submitted, and that the bill be reported by the Business Agent to the Division of Accounts and Control, according to the usual procedure.

10. Organizations Fund - Interest Deposits.

The Business Agent stated that the bank balance on May 31, 1938, in the Organizations Fund was \$19471.34, and that the balance at all times will probably not be less than that amount. He suggested that the Secretary of the fund be permitted to carry such part of the bank balance as will not interfere with required disbursements, in savings accounts in banks and savings and loan associations, not in excess of \$5,000 in any institution. In this way, it is contemplated that several hundred dollars may be earned, which may in part absorb the expense of carrying the fund.

On motion and second it was ordered that the secretary of the Organizations Fund, on approval of the President and Business Agent, may place at interest deposit in banks and savings and loan associations, not exceeding \$5000 in any institution, such amount of the bank balance of the Organizations Fund as in their judgment will not interfere with required disbursements.

11. Commons Equipment - Disposal.

President McVey presented report of Committee on disposal of equipment of the recently closed University Commons. On motion of Mr. Park, duly seconded and carried, the report was received, and approved, and condensed statement was ordered recorded in the minutes. This statement, prepared by the Committee, James Shropshire and Coleman Smith, is copied as follows:

SALES

E.H. Heilbron Company	\$210.07	
Larry's Lunch	44.22	
Mrs. Harry B. Tilton	3.30	
Dick Webb	1.16	
Lexington Y.W.C.A.	126.64	
Kappa Kappa Gamma	5.70	
College Catering Company	842.23	
Miscellaneous Sales	12.82	
Y.M.C.A.	39.27	\$1,286.11

TRANSFERS

Buildings and Grounds Department	4,654.30	
Union Building	195.05	
Kernel	55.00	
Maxwell Place	174.58	
Home Economics Department	27.05	
Patterson Hall	1,580.00	
Men's Dormitory	8.00	8,082.13

EQUIPMENT TO BE SOLD (VALUED) 7,849.38

TRAINING SCHOOL INVENTORY (NOT YET ADJUSTED)

12. Lease of University Commons Approved.

The President presented the lease between the University of Kentucky and the College Catering Company, for the conduct of a cafeteria in the Student Union Building. The lease was examined and approved and its execution for the Board of Trustees by the Chairman of the Executive Committee, Richard C. Stoll, was ratified and approved. The lease was ordered recorded in the minutes.

Whereas the University of Kentucky, hereinafter called the Owner, has caused to be built upon its campus at Lexington, Kentucky, a Student Union Building, and has caused to be constructed, within the aforesaid building, space and rooms for the operation of kitchens, cafeterias, dining rooms and like needful facilities for the preparation of foods and for rendering a catering and dining service therein to the students, to the faculty, and to the guests of the University, and

Whereas the COLLEGE CATERING COMPANY, hereinafter called the Lessee, is in the business of operating restaurants, dining rooms, cafeterias, and other catering services, and is provided with ample capital and experience to properly equip and to properly operate the aforesaid space and facilities within said Student Union Building, -

1. Therefore be it known and agreed that the Owner herewith rents and leases to the Lessee, upon terms and conditions hereafter stated, the space and rooms within

the aforesaid Student Union Building and as shown on the official plans of said building, as follows:

Rooms No. 2 (Soda-Grill), No. 8 (Cafeteria Dining Room), No. 12 (General Kitchen), No. 10 (Salad Preparation), No. 11 (Dish Washing), No. 14 (Preparation and Refrigerator Room), No. 22 (Preparation and Refrigerator Room), No. 15 (Store Room), No. 16 (Garbage Storage), Nos. 18, 19, 20 and 21 (Employees Locker Rooms), Nos. 9 and 23 (Private Dining Rooms), No. 7 (Closet), No. 202 (Serving Room for Ballroom), No. 13 (Elevator), No. 115 (Office), and No. 25 (Janitor).

2. The period of this lease shall be for ten years, beginning March 1, 1938, but can or may be cancelled at the option of either the Owner or the Lessee by the serving of the other party hereto with a ninety-day notice in writing of such intention to cancel; and within the aforesaid ninety-day period, the liquidation of all matters pertaining to this lease shall be effected and executed in accord with the provisions prescribed herein and pertaining thereto.

3. The Lessee shall pay to the Owner a rental for the premises heretofore described on or before the 15th day of each month a sum of money equal to five per centum (5%) of the gross receipts derived by the Lessee from any and all business done by the Lessee, during the preceding month, under the scope of this lease and within the aforesaid building or upon the campus and property of the Owner as provided in Section 14 hereof.

4. The Lessee shall keep full and accurate accounts of all business done within the scope of this lease and these accounts shall be open to the inspection and audit of the Owner at any time.

5. The Lessee shall provide adequate janitor service for the rooms and space included within this lease.

6. The Lessee agrees to occupy, equip, and use the aforesaid space and rooms, to render a catering service of good quality, quantity, and standard to the students, faculty, and guests of the Owner, and this quality, quantity, and standard of service to be rendered thus, including the unit prices to be charged therefor to the students, faculty, and guests of the Owner, shall be subject to the general inspection and approval of the Owner.

7. The Lessee agrees to purchase and install the necessary kitchen, dining room, cafeteria, and soda-grill equipment and furnishings of high standard and quality, in order to properly render the aforesaid services.

8. The aforesaid equipment shall be distributed approximately as follows:

(a) The kitchen and preparation equipment shall be provided sufficiently to prepare foods to service eighteen hundred (1800) persons during any one meal period of one and one-half hours in length.

(b) The cafeteria shall be equipped and furnished to serve six hundred (600) persons during any one meal period.

(c) The dining rooms No: 9 and 23 shall be equipped to serve one hundred and sixty (160) persons during any one meal period.

(d) Serving room No. 202 shall be equipped and furnishings provided to serve seven hundred (700) persons in the ballroom during any one meal period, without the necessity of drawing upon the other equipment and furnishings within the building.

(e) The Lessee agrees to equip and furnish the soda-grill in a complete and pleasing manner and to maintain adequate service thereon. The Owner may require the soda-grill to be closed at any hour after 10:00 p.m.

9. The Lessee agrees to consult and to abide by the wishes of the Owner in all matters pertaining to the purchase of the aforesaid equipment and furnishings in their relation to quantity, quality, design and price; and shall furnish the Owner with true copies of all vouchers, prices, etc., pertaining to such purchases. When all these purchases of equipment and furnishings have been made and installed in their respective place and service, the total cost thereof shall be agreed upon between the Owner and Lessee and the sum, thus found, shall be entered upon the books as the Capital Account. Likewise the cost of any subsequent purchases of equipment and replacements of furniture shall be added to the aforesaid Capital Account.

10. The aforesaid Capital Account shall be depreciated at the rate of one-tenth for each year of the operation under this lease and if this lease should be cancelled by either party, as heretofore provided, then the Owner shall and can purchase all the aforesaid equipment and furnishings by the payment to the Lessee of a sum equal to the aforesaid Capital Account, less the then accrued depreciation.

11. After the equipment and furnishings have been purchased and installed, and the Capital Account has been ascertained and agreed as aforesaid, then all other purchases of materials, supplies, replacements of dishes and small ware, and repairs shall be charged to a Maintenance Account, which account shall be carried and distributed within the general operating costs of the Lessee, and all materials, supplies, and replacements involved therein shall become the property of the Owner without further charge at the termination of this lease.

12. The Owner agrees to furnish for the use of the Lessee free of further charge during the life of this lease, the following utilities, -- steam for heating the space and rooms included within this lease, steam for cooking and other kitchen uses, electric lighting and electric power for operating dishwashing machines, elevator, primary refrigeration to service the four built-in refrigerators and other motorized equipment, gas for cooking, water for all necessary services connected with these operations, and shall operate the ventilating fans as shown or designated upon the official plans of the aforesaid building. The Owner shall keep the equipment, piping and conduits provided for these utilities in good repair.

13. The serving of any meal, dinner, supper-dance, or banquet within the ballroom shall be at the option of the Owner.

14. It is understood that the Owner intends to continue to operate the dining room in Boyd Hall and the cafeteria within the College of Education. If and when the Lessee performs any other catering or other business upon the property of the Owner, other than within the Student Union Building, then the gross income from such services shall be included and reported as a part of the gross income upon which the aforesaid rent of 5% is calculated and ascertained; but no catering or other business shall be done outside of the Student Union Building unless the consent of the Owner be first obtained in writing.

15. No drinks, beverages, or foods containing alcohol in any part or form shall be brought or sold upon or within the property of the Owner.

16. The Lessee may sell newspapers, candies, soft drinks, post cards, tobacco, cigars and cigarettes within the premises of this lease, but the Owner shall have the right to determine at its option what magazines and like reading matter shall not be sold.

17. No gambling devices of any kind or nature shall be placed or operated within the premises of this lease. This clause does not apply to vending machines wherein all elements of chance are omitted.

18. The Lessee shall offer and afford all possible employment within the premises of this lease to needy students of the University and shall pay the standard wage for such employment after consultation with ^{and} approval of the Owner, and such student employment shall be listed and reported at proper intervals to the Dean of Men and to the Dean of Women. But the Lessee shall have the absolute right to discharge from employment any such student at any time.

19. All other employees of the Lessee shall be examined and employed under the regulations of the Department of Health.

20. The Lessee shall afford opportunity to the students of the Department of Home Economics, College of Agriculture, to observe and to study at convenient intervals the methods and practice of food preparation and food service, especially those parts pertaining to operation, superintendence, accounting, purchasing and profit.

21. The Lessee agrees herein to carry all forms of insurance required by sound business practice and by the laws of the Commonwealth of Kentucky.

22. Promptly after the execution of this contract the Lessee shall begin the installation of equipment and shall diligently take all necessary steps to begin complete services hereunder so that it shall be ready and able to furnish said services not later than the first day of June, 1938.

23. This lease shall not be transferable, except at the option and with the written approval of the Owner.

COLLEGE CATERING COMPANY

(Signed) By Ben Koppel, President

(Signed) UNIVERSITY OF KENTUCKY
By Richard C. Stoll, Chairman
Executive Committee of the
Board of Trustees
University of Kentucky

ATTEST:

(Signed) J. O. Wolken
(Signed) SECRETARY

13. Sound Films - Proposed Purchase Deferred.

President McVey presented a request of the Department of University Extension for the purchase of sound films for the purpose of rental to schools and groups in the furtherance of the work of the Department, stating that it is contemplated that collection on rentals will eventually pay the cost of the films. The President explained the proposed use of the films and the value to extension service.

The members of the Executive Committee showed sympathetic attitude, and it was agreed that the President might make purchases if the finances could be worked out.

14. Lease of Home Management House.

Recommendation by Dean Cooper:

June 23, 1938

President Frank L. McVey
University of Kentucky

Dear President McVey:

I wish to recommend that the lease on the property at 162 Bonnie Brae Court be renewed for a year, beginning August 1, 1938, at which time the present lease expires, the rental to be the same as now paid, namely, \$65 a month. This property is used by the department of home economics as a home management house.

(Signed) Thomas Cooper
Dean and Director

The renewal of the lease as proposed in recommendation of Dean Cooper was approved and ordered to be made.

15. Patterson Hall Lease - Correction.

Reference is made to record of meeting of June 17, 1938, for statement of rental of building for use as additional dormitory for Patterson Hall girls. On account of the necessity of constructing an additional room to the building, the increase of the monthly rental to \$105.00 was approved.

16. Men's Residence Halls - Refinancing Mortgage.

The President called attention to the pending proposal to refinance the loan on Men's residence halls, Kinkead and Breckinridge. He offered the proposal made by Mr. Roger Springate and that suggested by Dean Graham, in connection with the application to P. W. A. for grant.

It was stated that such refinancing will have to be made under statutes governing the present lease by Security Trust Company, and that a new lease for 20 years may be made at rate of interest to be agreed on, and on terms and conditions on which existing lease is made. President McVey was directed to make further investigation and to take such steps as he deems advisable, and in view of the necessity of prompt action if arrangements to refinance are made, that the Chairman of the Executive Committee is authorized and empowered to execute the lease.

17. Grant of General Education Board.

The President presented a communication from the General Education Board based on the grant accepted at the meeting of June 17, 1938. He was directed to acknowledge the communication. The communication received is recorded in part as follows:

My dear President McVey:

I have the honor to inform you that at a meeting of the Executive Committee of the General Education Board held June 10, 1938, the sum of \$40,000, or as much thereof as may be necessary, was appropriated to the University of Kentucky toward development during the two-year period beginning about July 1, 1938, of teaching and research in agricultural economics and rural sociology. The appropriation will be available approximately as follows:

Toward support 1938-39	\$14,000
1939-40	16,000
For books, documents and other source materials	10,000

18. Animal Pathology Building - Additions.

President McVey presented letter of Dean Graham in regard to financing proposed addition to the Animal Pathology Building, Experiment Station. It was ordered that Dean Graham and Dean Cooper prepare a resolution carrying out the suggestions made in the letter. On consultation of the Secretary with Dean Graham and Dean Cooper, it was stated by them that they were not yet ready to prepare the resolution suggested, and asked that consideration of the project be continued.

19. P. W. A. Grant Proposed.

President McVey stated that it seems probable that another P. W. A. building grant may be obtained on application. Such a grant may include funds for construction of a girls' hall, completion of the Science Building, and other needed construction. On motion and second the following resolution was adopted:

FEDERAL EMERGENCY ADMINISTRATION OF PUBLIC WORKS
 Harold L. Ickes, Administrator
 Washington

APPLICATION RESOLUTION

A resolution authorizing the University of Kentucky to file an application to the United States of America through the Federal Emergency Administration of Public Works for a grant to aid in financing the construction of University buildings and designating Dean James H. Graham to furnish such information as the Government may request.

Be it resolved by the Executive Committee of the Board of Trustees:

Section 1. That James H. Graham be and he is authorized to execute and file an application on behalf of the University of Kentucky to the United States of America for a grant to aid in financing the construction of certain buildings for the University of Kentucky.

Furnished by applicant	\$302,500.00
Grant requested	<u>247,500.00</u>
Total	\$550,000.00

Section 2. That James H. Graham is hereby authorized and directed to furnish such information as the United States of America through the Federal Emergency Administration of Public Works may reasonably request in connection with the application and that his action of filing said application dated June 17, 1938, is hereby authorized and approved.

CERTIFICATE OF CLERK

I, D. H. Peak, the duly elected, qualified and acting Secretary of the Executive Committee of the Board of Trustees do hereby certify that I have compared the attached copy of a resolution entitled

"A resolution authorizing the University of Kentucky to file an application to the United States of America through the Federal Emergency Administration of Public Works for a grant to aid in financing the construction of University buildings and designating Dean James H. Graham to furnish such information as the Government may request."

with the original of such resolution which was regularly adopted at a meeting of the Executive Committee of the

Board of Trustees of the University of Kentucky, duly held on the 29th day of June, 1938.

Dated this 30th day of June, 1938.

(Signed) D. H. Peak
 D. H. Peak, Secretary
 Executive Committee of the
 Board of Trustees.
 University of Kentucky.

20. P. W. A. - Construction.

a. The Business Agent stated that in order to have sufficient funds in the Interest and Bond Redemption Fund to make payment due July 1, 1938, the sum of \$8699.92 must be transferred to that fund. Thereupon, on motion and second, it was ordered that there be transferred from fees collected, including old fees, the sum of \$3665.02, and from Campus Book Store collection (carried as surplus) the sum of \$5034.90. It was further ordered that payment of bond, \$15,000.00, and coupons, \$9285.00, due on the bonds be made through the First National Bank and Trust Company to the Mutual Benefit Life Insurance Company of New Jersey (holder of the bonds).

b. The Business Agent presented the following summary of amounts chargeable to fees during the year 1937-38 under the resolution passed at the meeting of December 7, 1935:

TRANSFERABLE FEES

I have computed as accurately as possible the amount of fees transferable to the Interest and Bond Redemption Fund under resolution passed at the meeting of the Board of Trustees of December 7, 1935.

Full-Time Students

Engineering	- 758 @ \$6.00	\$4,548.00
Law	- 225 @ 2.50	562.50
Other Students	-6676 @ 2.00	13,352.00

Part-Time Students

Engineering (estimate)	300	300.00
Law (estimate)	8	8.00

Summer School Students	1st	2nd		
Law	54	+ 46	= 100 @ \$1.50	150.00
Other Students	1785	+1096	= 2881 @ 1.50	2,881.00
				<u>\$21,801.50</u>

June 29, 1938

(Signed) D. H. Peak
 Business Agent

c. The chairman then read sections from resolutions passed at the meeting of December 7, 1935, relative to setting aside funds to an account termed University of Kentucky Building Revenue Fund, and the transfer from that account to the "University of Kentucky Building Revenue Bond and Interest Redemption Fund." It was ordered that the provisions of the resolutions be carried out.

21. Appointments and Other Staff Changes.

President McVey 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

Iva Lelia Provost and John W. Brueck, instructors in Medical Technology in the Department of Bacteriology. They are now connected with the Good Samaritan Hospital and they are to serve the Department of Bacteriology without compensation.

Victor W. Pfeiffer, instructor in the Department of Mathematics, effective September 1, 1938, salary \$1500.00 a year, 10 months' basis. He comes from the University of Texas.

Clay Lancaster, Student Assistant, Department of Art, effective September 1, 1938, salary \$400.00, ten months' basis.

Mary Gunn Webb, Office Assistant, Department of Art, effective September 1, 1938, salary \$400.00, ten months' basis.

Dorothy Ann Calhoun, Department of Art, Library Assistant, effective September 1, 1938, salary \$200.00, ten months' basis.

John Hunsacker, Department of Art, Library Assistant, effective September 1, 1938, salary \$200.00, ten months' basis.

Alexander Capurso, Assistant to Director of Carnegie Community Music Study and adviser to the Head of the Department of Music, appointment effective July 1, 1938, for one year, at monthly salary of \$166.67, payable from Carnegie Music Fund.

D. Cecil Culbertson, John Henson and Benjamin F. Sutherland, Graduate Assistants in Department of Political Science, for academic year 1938-39, at salary of \$400.00 each, ten months' basis.

Jean Gibbs, Art Teacher, University High School, for academic year 1938-39, salary \$600.00 for ten months.

Peter Kurachek, instructor in Physical Education, University High School, for academic year 1938-39, salary \$600.00 for ten months.

Frank E. Burgess, fellowship in Registrar's Office, salary \$300.00, effective September 1, 1938, 10 months' basis.

Resignations

Z. L. Galloway, Assistant in Farm Management, Experiment Station, and Instructor in Farm Management, College of Agriculture, effective June 30, 1938. He resigns to accept a position with the United States Department of Agriculture.

Mary Belle Vaughan, Critic Teacher, University High School. She resigns to take position of Assistant State Supervisor of Home Economics Education in Kentucky.

Mrs. E.B. Beard, house mother at Shelby House. She resigns to accept a position as house mother at Florida State College for Women.

Changes, Etc.

Leave of absence heretofore granted to Professor T. D. Clark, Department of History, revoked on his request on account of circumstances beyond his control.

Salary of Betty Dimock, secretary in Department of Carnegie Community Music Study, increased to \$90 per month, effective July 1, 1938.

Mary Ann Cason, heretofore appointed as Graduate Assistant, Department of Political Science, declined to accept appointment.

Walter Jennings, heretofore appointed as Instructor in Mathematics, declined to accept the appointment.

Agricultural Extension Division

Virginia Hartin transferred from the position of clerk in the office of Assistant Director of Extension to the Department of Agronomy, salary to remain at \$75.00 a month, effective July 1, 1938.

Margaret Cruise appointed to the position vacated by Miss Hartin, clerk in the office of Assistant Director of Extension, effective July 1, 1938, salary \$60.00 a month.

Harry D. Rice, continuation of employment as County Agent, Henry County, effective July 1, 1938 to June 30, 1939, at salary of \$216.66-2/3 a month, payable from Bankhead and Offset to Federal Funds.

John W. Blue, III, continuation of employment as County Agent, Lyon County, effective July 1, 1938 to June 30, 1939, at salary of \$150.00 a month, payable from Bankhead and Offset to Federal Funds.

Reuben Morgan, County Agent, Leslie County, effective July 1, 1938 to June 30, 1939, salary \$100.00 a month, payable from Bankhead and Offset to Federal Funds.

16.

Hallie Elizabeth Downing, scholarship, Registrar's Office, salary \$200.00, effective September 1, 1938, 10 months' leave.

David Colville, continuation of employment as Assistant County Agent, Anderson & Mercer Counties, effective July 1, 1938, to June 30, 1939, salary of \$100.00 a month, payable from Bank-head Funds.

On motion, duly seconded, the Committee adjourned.

D. H. Peak
Secretary, Board of Trustees