

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, January 24, 1947.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:30 a.m., Friday, January 24, 1947. The following members were present: Judge Richard C. Stoll, Chairman; H. D. Palmore, Thomas Cutler and J. C. Everett. President H. L. Donovan and Comptroller Frank D. Peterson, Secretary of the Board of Trustees, were also present.

A. Approval of Minutes.

Upon motion duly made, seconded and carried, the minutes of the Executive Committee of November 15, 1946, were approved as published.

B. Proposed ROTC-Navy Building.

It was reported that the Navy Department might desire to erect, on the campus of the University of Kentucky, a building to be used for the ROTC. The eventuality of such a request was discussed, and upon motion duly made, seconded and carried, President Donovan was authorized to confer with the Navy Department, and was given full power to act on any requests the Navy Department might make of the University with reference to erecting a building on the campus of the University of Kentucky, to be used by the ROTC unit.

C. Report of the Comptroller.

The Comptroller submitted the regular monthly financial report. He read a brief analysis and explained the report in detail.

Upon motion duly made, seconded and carried, the financial operating report was ordered accepted and filed.

D. Funds Advanced by Federal Works Agency Ordered Repaid.

The Comptroller reported that, by authority of the Executive Committee, an application for advance of funds for plans and specifications of the Fine Arts Building was made to the Federal Works Agency and approved. Since the date of approval of the application and the receipt of funds from the Federal Works Agency, the appropriation made by the State for capital outlay purposes has become available, and it does not now seem necessary to use funds advanced by the Federal Works Agency.

It was recommended that the sum of \$16,500.00 advanced from Federal funds for architects' fees for plans and specifications for the Fine Arts Building be repaid. It was further explained that the advance of Federal funds was made without interest and that, if they were used to pay for plans and specifications for the Fine Arts Building, it would be necessary to repay the amount so advanced as soon as construction of the building had begun.

Upon motion duly made, seconded and carried, the Comptroller was authorized and directed to draw a check in the sum of \$16,500.00, payable to the Treasurer of the United States, to repay the advance made for plans and specifications for the Fine Arts Building of the University.

#### E. Perspective of Men's Dormitory No. 5 Received.

Architect John F. Wilson came before the Executive Committee and submitted a perspective in color of the new Men's Dormitory No. 5, that the members of the Executive Committee and administrative officials might have a better understanding of the proposed Men's Dormitory. Mr. Wilson further explained some of the features of the proposed building and withdrew from the meeting.

Upon motion duly made, seconded and carried, the perspective was ordered received, and Mr. Wilson was thanked for the fine work he is doing on the Dormitory plans and specifications.

#### F. Budget Increases.

President Donovan submitted a list of budget increases which have been made, upon approval of the President, to meet the demands of the various departments in handling the increased enrollment of the University. The list of increases by departments was read and the President recommended that a total of \$19,741.84 be appropriated out of the unappropriated surplus of the University budget to meet the increases requested.

After due consideration of the recommendation and the requests of the various departments, upon motion duly made, seconded and carried, the sum of \$19,741.84 was ordered appropriated to the departments listed and, for the purposes shown. The Comptroller was ordered to transfer the necessary amount from unappropriated surplus of the budget, and the detailed list was ordered filed with the Secretary.



#### G. Increased Appropriation for Lockers for Law College.

President Donovan stated that, about a year ago, he had talked to Dean Evans of the College of Law about purchase of additional lockers for the Law College, and that at that time he had directed Dean Evans and the Comptroller to procure and install lockers necessary as soon as they could be purchased. He stated that Dean Evans has reported the lockers have been procured and installed, and he is requesting the sum of \$677.46 to be appropriated to pay for same.

President Donovan recommended that the request be granted, and upon motion duly made, seconded and carried, the sum of \$677.46 was appropriated from the unappropriated surplus of the University budget to pay the cost of purchase and installation of lockers in the Law College.

#### H. Request of G. L. S. Johnson.

President Donovan submitted a request of G. L. S. Johnson, 200 College View Avenue. Mr. Johnson asked that the University join with him in a request to the City Board of Adjustment for permission to add to his grocery store, located on College View Avenue. He requested permission to build up to the property line parallel to the original front of his grocery store. The grocery store is located within approximately 100 feet of University property and, if the request should be granted, would involve a change of zoning from residence property to business property. Also, it would require the City to make an exception to the regulation requiring that all new buildings or parts thereof be set back from the property line.

It was stated that the University had no objection to Mr. Johnson enlarging his grocery store so long as the property around the grocery store was not changed in regard to zoning.

The Executive Committee heard the request, and took no action.

#### I. Proposed Street from Euclid Avenue to the Viaduct over the C&O Railroad Near Lafayette Hotel.

President Donovan presented to the Committee a plat showing a proposed new street extending the Viaduct street near the Lafayette Hotel straight through to Maxwell Street, thence to Euclid Avenue. He stated that such a street would be of great assistance to the University in solving some of its traffic problems in that area, and that a group of interested citizens had requested the University to express its interest in the project.

The members of the Committee heard the request and discussed the various advantages to the University if such a street should be built as contemplated.

Upon motion duly made, seconded and carried, it was agreed to cooperate with the City in their efforts to secure right-of-way needed to bring about the proposed new street.

J. Pershing Rifles Bonds to Be Cashed.

President Donovan reported that, in 1943, persons representing Pershing Rifles purchased Series F Government Savings Bonds in the amount of \$650.00, and placed them in the custody of the Comptroller for safekeeping. He further explained that those in charge of the Pershing Rifles program now desired that the bonds be cashed and the proceeds deposited to the credit of the account of the Pershing Rifles fund. The request had the recommendation of the faculty adviser, and the approval of the Commandant of the Military Department. President Donovan recommended that the request be granted, whereupon, on motion duly made, seconded and carried, the Comptroller was directed to cash Series F Government Savings Bonds and deposit the proceeds to the credit of the Pershing Rifles account.

K. Employment of Captain J. R. Eschborn Terminated.

President Donovan related that the Executive Committee, at its meeting on February 15, 1946, authorized the employment of Captain J. R. Eschborn, by the Aeronautical Research Laboratory, on a temporary basis. He stated that it is now determined that Captain Eschborn's employment should be terminated.

Captain J. R. Eschborn and Professor A. J. Meyer both having been informed of the desire to terminate the employment, President Donovan recommended that the termination of employment of Captain Eschborn be acted upon by the Executive Committee.

Upon motion duly made, seconded and carried, the employment of Captain J. R. Eschborn was ordered terminated.

L. Student Loan Fund Bond Called.

President Donovan reported that the City of Louisville had called for payment Bond No. M-17, held by the Student Loan Fund of the University of Kentucky. This is one of a series of bonds issued by the City of Louisville for street improvement, in the denomination of \$1000. It was further reported that the proceeds, less collection charges, had been credited to the Student Loan Fund and were being reported for record purposes.

On motion duly made, seconded and carried, the information was received and ordered made of record.

M. Federal Public Housing Barracks Received.

President Donovan reported that representatives of the Federal Public Housing Administration had officially transferred to the University two H-type dormitory barracks with capacity of 326, and three barracks buildings for women students, with capacity of 48. He also reported that the Comptroller had accepted these buildings and recommended that the action of the Comptroller be approved.

On motion duly made, seconded and carried, the action of the Comptroller in accepting the above named barracks for dormitories was ratified and approved.

N. Application to Extend McLean Stadium Denied.

President Donovan reported that the Office of Civilian Production, Louisville, Ky., had denied a request of the University to enlarge the seating capacity of McLean Stadium, and read the following letter:

January 22, 1947

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

My dear President Donovan:

The Board of Trustees, at its meeting December 10, 1946, authorized you and the writer, after consultation with Dean D. V. Terrell of the College of Engineering, to proceed with a program designed to increase the seating capacity of McLean Stadium on Stoll Field.

The College of Engineering has prepared plans and specifications for adding one section to each end of the two existing side stadia. This office has submitted to the Civilian Production Administration, 1307 Heyburn Building, Louisville, application for authority to construct four reinforced concrete stadium sections, in accordance with the College of Engineering drawings. The plans were delivered, at my instruction, by Mr. E. B. Farris, who conferred with the officials of the C.P.A. in Louisville. They asked for some additional information, all of which was furnished. We are now in receipt of a letter under date of January 16, 1947 advising that the Administration does not consider that this kind of construction for this purpose is of such

urgency as to permit them to approve construction at this time, and they have denied our request.

Dean Terrell and I have discussed this project and are now of the opinion that we should start negotiations for a semi-permanent steel stadium type section to be placed at each end of the present two sides. These sections can be walled up at the end with brick so as to present a fairly nice effect without too great a difference between the concrete and steel structures being apparent. I believe it would be desirable for the three of us to discuss the problem at your convenience.

Sincerely yours,

(Signed) Frank D. Peterson  
Comptroller

A general discussion followed. President Donovan recommended that we proceed to increase the seating capacity through the erection of steel stadium type grandstand, and on motion duly made, seconded and carried, President Donovan and Comptroller Peterson were authorized to negotiate for semi-permanent steel stadium-grandstand sections which would serve to extend the concrete stands. They were also authorized to have prepared and to submit to the Board of Trustees at its next meeting the necessary documents preparatory to authorization and issuance of bonds in an amount sufficient to pay the cost of the project.

#### O. Rates for Rooms in New Men's Dormitory Fixed.

President Donovan stated that he had conferred with Mr. Hargett of the Hargett Construction Company concerning progress being made on the Men's Residence Hall, and had received definite assurance that the new dormitory would be completed and ready for occupancy by September, 1947. He recommended that rent rates for rooms in the new dormitory be established at this time so that the 1947-48 catalog of general information might carry a statement concerning the new dormitory. He read the following letter of recommendation on rates:

January  
Twenty-third  
1947

Dr. H. L. Donovan  
Office of the President  
University of Kentucky

Dear Dr. Donovan:

In accordance with your request, Mr. Peterson and I have given some study to the prices that should be charged for rooms in the Men's Residence Hall now under construction. We have concluded that in terms of the current rent level and in terms of prices presently charged on the other residence halls that an appropriate rate might be \$46.00 per quarter for each occupant of the 38 two-man rooms and \$42.00 per quarter for each occupant of the 8 four-man rooms. The highest rates now charged in the other halls are \$40.00 for the better single rooms and a like sum for a two-room suite occupied by three men.

Sincerely,

(Signed) Leo M. Chamberlain  
Vice President.

On motion duly made, seconded and carried, the rent fee for thirty-eight 2-men rooms was set at \$46.00 per quarter for each occupant, and for eight 4-men rooms, the fee was set at \$42.00 per quarter for each occupant.

P. Report of State Auditor of Public Accounts.

President Donovan submitted report of the State Auditor of Public Accounts of audit of the Comptroller and Treasurer for the years 1944-45 and 1945-46. He stated that the Auditor had made a very favorable report and requested permission to read a part of the report. Same was authorized and made of record.

### Budgetary Operations

The General Fund contributed a net amount of \$1,477,686.09, while operating and other institutional receipts amounted to \$3,390,889.12. In other words, the State General Fund contributed approximately 39% of the total financial support and the institution itself provided 61% including fees and services reported as State Revolving Funds. These funds do not include all of the athletic receipts. No audit was made of these operations. The University of Kentucky Athletic Association and the Kentucky Research Foundation are private corporations, incorporated under the laws of this State as non-profit organizations. No pecuniary profit is to be acquired by any one except as compensation for services rendered. Both of these corporations are separate entities with all the private powers belonging to such corporations. Notwithstanding this they really function as a subsidiary of the University in the performance of their particular purposes, without being subject to State budgetary laws. Through this procedure in athletic operations the financial restrictions of State laws are removed so that the Athletic Organization may compete on common ground with such organizations sponsored by similar institutions.

A strictly literal interpretation of some sections of law would hamper the institutions, especially those located in various sections of the State. K. R. S. 41.070 prohibits the deposit of receipts in any personal or special bank account, temporarily or otherwise, to meet expenditures or for any other purpose. K.R.S. 41.080 requires the Department of Finance to state on each permit the person from whom the money was received and on what account paid. In the case of K.R.S. 41.070, it is customary for Agencies, not located in Frankfort, to deposit money in bank and remit by check, and not "in the form in which received". In the case of K.R.S. 41.080, if "from whom received" is interpreted to mean the person paying the money to the institution rather than the institution itself, in some cases it would be impossible. In the operation of a cafeteria or boarding hall, where cash registers are used, this requirement could not be complied with. Such a regulation could not be enforced in all receipts. In the University with its large student body paying in various receipts individually and daily this regulation of naming the individuals necessitates several days work in preparing pay-in-vouchers, increasing the cost of administration enormously, and renders promptness impossible. These laws relating to receipts, as well as K.R.S. 45.140 defining State Revolving Funds, should be clarified by Legislative action to fully meet the actual conditions. No Agency should be compelled to resort to any form of device to relieve difficult situations.



The activities, work, and responsibilities of the University have increased enormously. With a student body in excess of 6000, not only the matter of giving instruction but also the matter of housing, feeding and providing adequate auxiliary facilities, both educational and non-educational, has strained the capacity of the plant to an extreme limit. The work of extending the temporary housing program is still in progress. The difficulties in obtaining many kinds of materials and supplies have hampered the progress and delays through regular procedures have increased the cost of operations.

The University is required to maintain its own Purchasing Division. This Division must make requisition to the State Division of Purchases for regular purchases. When the amount exceeds \$300.00 sealed bids are requested. Under present economic conditions, it frequently happens that no bids are received. In case the demand is urgent, this compels the Purchasing Division of the University to go into the open market to find the goods and to procure them, if possible. The result is long delays and waste of time and effort with an increased cost to both the central agency of the State and the University. In our opinion, it is impossible for one or two men in the Central State Office to keep up with the expanding work of all State Institutions, to keep sufficiently informed of their detailed operations so as to forecast their buying needs, and to fully know the sources of supply for those needs in both retail and wholesale channels. No criticism of the present personnel of the Central State Purchasing Division is implied. During the present economic crisis, it has not been possible in many instances to procure goods through competitive bidding. When this procedure fails one of the main bases of all advantages realized through the centralized buying is weakened. If the centralized Agency can not buy and the Agency itself is forced into the open market in an endeavor to locate the material, it is evident that the system is not functioning properly, whatever the cause.

In emergency buying in the open market by the Agency, the \$300.00 limit on purchases has frequently been a handicap during the war emergency. In case of ordinary emergency purchases, explanations of the purposes or needs of the article and the nature of the emergency in a large number of cases becomes onerous and burdensome. In purchasing books, publishers sometimes refuse to quote prices but refer to catalogue quotations. This renders impossible the ability to furnish the Central State Office with such information. Another handicap is that during present market conditions, with demand exceeding the supply, retailers object to the necessary procedures for payment with the usual delays.

K.R.S. 42.060 permits the State Division of Purchases to delegate purchasing power. This provision should be amplified so as to relieve the University in its present

emergency without surrendering adequate control by the Central Agency.

In the payment of vouchers, the time required for processing necessary documents through the University, the Finance Department and State Treasurer's Office is unreasonable. Delays in payment for goods often result in loss of discounts and delays in semi-monthly payrolls are quite unsatisfactory.

One cause of these difficulties is the fact that State Appropriations have increased, naturally increasing the volume of work flowing through the State Finance Department and the State Treasurer's Office. At the same time appropriations for the two central departments have not been sufficient to enable them to care for the increased work promptly. At present both of these Departments have insufficient funds to properly correlate their work with the needs of such institutions as the University and to guarantee a steady flow of day by day transactions. Delays are naturally more serious with institutions not having central offices in Frankfort, where messenger service is unavailable except at great expense.

The law provides for Revolving Funds to finance certain activities self-supporting in whole or in part. It also provides that amounts over and above maintenance and operating costs of these activities may, upon the order of the Finance Department be used for ordinary expenses of the budget unit. In actual practice, separate Revolving Funds for all activities are not maintained. The operations of several activities are merged in the same Revolving Fund. When funds in the State General Fund appropriation run low because of allotment limitations, the Revolving Fund is used for ordinary expenses of the budget unit and vice versa. At the close of the year, when Agency funds are limited the tendency is to use all of the General Fund Appropriation, leaving any excess funds in the Revolving Fund for future use. At the University the separate accounting for State Appropriation Funds, State Revolving Funds and institutional Restricted Funds with numerous changes from one to the other greatly increases the work of the University Accounting Division. Whatever temporary gain the University may realize it becomes a part of the Revolving Funds or other Restricted and Private Funds. The saving in the State General Fund through lapses is insignificant. It can hardly be considered enough to justify the additional cost to the University, a State institution, and to the State Central Offices in the extra accounting procedures and the extra work of separating the transaction.

This subject of centralized control of all detailed transactions, large and small, as well as the long line of procedures and steps required to complete transactions requires a special study by the Administration and the Legislature in cooperation with the University to evolve some form of simplification and control that would better implement the procedures and eliminate the present handicaps in normal transactions.

Q. Salary Deductions from December Payroll Ordered Paid.

President Donovan stated that it was necessary to deduct from the December payroll various amounts for the following list of faculty members in order to bring the salaries for the calendar year within the \$5,000.00 limit:

C. S. Crouse	\$349.96
W. D. Funkhouser	129.98
James W. Martin	45.00
Frank Randall	259.94
Maurice Seay	279.94
W. S. Webb	200.00.

He explained that the State Treasurer and Division of Personnel Efficiency at Frankfort have controlled salaries on a calendar year basis, whereas the University of Kentucky operates on a fiscal year basis, and that as a consequence six members of the faculty received salary deductions in the amounts specified above on the December payroll.

The State Treasurer and the Division of Personnel Efficiency have in conference agreed henceforth to control salary limitations of the University staff on a fiscal year basis. However, the University was required to make the above deductions for the calendar year 1946. President Donovan recommended that the amounts be paid from the Haggin Fund and stated that if control was exercised on a fiscal year basis, the same condition would not again arise.

The members discussed the reasons for the difference in salaries for the calendar year and fiscal year, and upon motion duly made, seconded and carried, ordered the amounts deducted paid to C. S. Crouse, W. D. Funkhouser, James W. Martin, Frank Randall, Maurice Seay and W. S. Webb, from the Haggin Trust Fund.

R. Name of Department of Anthropology and Archaeology Changed to "Department of Anthropology".

President Donovan read a letter from Dr. W. S. Webb, which had received the approval of the Dean of the College of Arts and Sciences, requesting the name of the Department of Anthropology and Archaeology be changed to the Department of Anthropology.

December 19, 1946

Dean Paul P. Boyd  
College of Arts & Sciences  
University of Kentucky

My dear Dean Boyd:

It would appear that the term "Anthropology" has come to be an inclusive term, including instruction in Social Anthropology, Physical Anthropology, Ethnology, and Archaeology. Because of this general connotation it would appear to be the part of wisdom to recommend a change in the name of the Department of Anthropology and Archaeology to the Department of Anthropology.

It is not the intent by this recommended change in name of the Department to change the work of the Department, the field of its concentration or the title of any member of its staff. The recommendation is made in the interest of simplicity and in recognition of present practice of regarding the term Anthropology as a sufficiently inclusive term.

I am not clear what formal steps are necessary in order to make this change in designation official, but it is hoped that this recommendation may be approved by you when submitted to President Donovan for appropriate action.

The recommendation is made at this time in the hope that final action might be taken at a date sufficiently early to permit this change, if made, to be incorporated in the new catalogue.

Very sincerely yours,

(Signed) Wm. S. Webb  
Head of the Department

President Donovan recommended that the request be approved, and on motion duly made, seconded and carried, the name of the Department of Anthropology and Archaeology was changed to "Department of Anthropology."

S. Payment of Architects' Fee to Johnson & Brock.

President Donovan submitted an invoice from Johnson & Brock, architects, for services in connection with the inspection of buildings to be provided the University by the Federal Works Agency, to increase our educational facilities. He stated that the architects' fee was for services on plans for a combined work shop building and inspection of available buildings. The invoice was for the sum of \$263.70. He further explained that there would be other invoices of varying amounts for services on other proposed buildings. After a brief discussion, the claim of Johnson & Brock in the amount of \$263.70 was authorized and ordered paid.

T. Mayor Oldham Calls Attention to Fire Hazards.

President Donovan reported that he had received a communication from Mayor R. Mack Oldham relative to the general hysteria of the public throughout the country concerning fires. He called attention to various possible fire hazards at the University. President Donovan read Mayor Oldham's letter and his reply for information of the Committee.

President Donovan also related that the Comptroller had requested at various times that fire escapes be installed on buildings at the University, and the Purchase Division of the State Department of Finance had after some delay awarded a contract to Logan & Company, Louisville, Ky., to erect fire escapes at the University of Kentucky, but the work had not yet started.

The Committee discussed the question of fire and fire hazards, and upon motion duly made, seconded and carried, the action of the President was approved, and the Comptroller was directed to request the State Department of Finance again to do whatever is necessary to get fire escapes erected at the University.

U. Proposed Purchase of Sigma Nu House.

President Donovan related that the Sigma Nu-Pulliam Memorial Association had offered to sell the Sigma Nu fraternity house to the University on certain terms and conditions previously discussed with the Committee. He stated that the matter had been brought before the Committee previously and that, if they had sufficient information, he desired they consider the proposition at this time.

After due consideration and upon motion duly made, seconded and carried, the Committee decided that this was not the right time to consummate such a purchase.

## V. Gifts.

### Keeneland Association.

President Donovan reported a gift of \$18,000 from the Keeneland Association, to be used in accordance with a resolution adopted by the Board of Trustees of the Keeneland Association, previously referred to and on file at the University. He recommended that the gift be accepted, and upon motion duly made, seconded and carried, the gift of \$18,000 from the Keeneland Association was ordered received and accepted, and President Donovan was requested to write a letter of appreciation to the President of the Association.

### American Seed Trade Association.

President Donovan reported a gift of \$1500.00 from the American Seed Trade Association, to be used in the support of research relating to red clover seed production in Kentucky.

President Donovan recommended that the gift be accepted, and upon motion duly made, seconded and carried, the gift of \$1500.00 from the American Seed Trade Association was received and accepted, and President Donovan was requested to write a letter of appreciation to the Association.

### Swift and Company.

President Donovan reported a gift of \$16,500 from Swift and Company to the Kentucky Agricultural Experiment Station for a four-year study on "Nutritive Value of Pasture Forages, Using New Nutritional Techniques."

President Donovan recommended that the gift be received and accepted, and upon motion duly made, seconded and carried, the gift of \$16,500 from Swift and Company was ordered received and accepted, and President Donovan was requested to write a letter of appreciation to the donor.

### Mr. Harry W. Schacter.

President Donovan reported a gift of \$100 from Mr. Harry W. Schacter to the Student Loan Fund of the University, and recommended that same be accepted.

Upon motion duly made, seconded and carried, the gift was ordered received and accepted, and President Donovan was requested to write a letter of appreciation to Mr. Schacter.



### Anonymous Gift to Research Foundation.

President Donovan reported an anonymous gift of \$30,000 to the Kentucky Research Foundation. He stated that the gift was without restriction and could be used as the Board of Directors of the Foundation thought would be to the best interest of the Foundation. The members of the Committee expressed their delight at the information.

T. M. Girdler.

President Donovan reported the gift of a team of mares from Mr. T. M. Girdler, Chairman of the Board of the Republic Steel Corporation, Steelway Farm, Paris, Kentucky. The conditions are expressed in the following letter:

January 17, 1947

President H. L. Donovan  
University of Kentucky

Dear President Donovan:

I am pleased to inform you of the gift of a fine team of Suffolk mares to the Kentucky Experiment Station. These mares were donated by Mr. T. M. Girdler, Chairman of the Board of the Republic Steel Corporation, Steelway Farm, Paris, Kentucky. The gift is with a reservation that he may have the privilege of claiming the foal of one of the mares at weaning time. These mares will be useful to our students in judging classes and will give farmers opportunity to see a team of good work mares of the type which they might advantageously use on their own farms.

Sincerely yours,

(Signed) Thomas Cooper  
Dean and Director.

President Donovan recommended that the team of mares be accepted under the terms outlined in the above letter, and upon motion duly made, seconded and carried, the team of mares was accepted and President Donovan was requested to extend the thanks of members of the Committee to Mr. T. M. Girdler for the gift.

Anonymous Gift for Road Improvement at Bingham Camp.

President Donovan reported receipt of a cashier's check in the amount of \$1745.00 to pay estimated costs for improving the road leading from the highway to the Bingham Camp in Washington County, more fully detailed in the following letter:

January 14, 1947

President H. L. Donovan  
University of Kentucky

Dear President Donovan:

Will you please refer to Mr. Cutler's letter of August 26 last to you, with reference to work of the Highway Department for improvement of a short piece of road leading from the highway to the Bingham Camp, also your letter of September 6 to Mr. Whitehouse on this subject.

It is apparent that it will be most advantageous to the Bingham Camp to have a road above high water and that will allow traffic to the camp at any time of the year, irrespective of weather conditions. Mr. Cutler, State Highway Engineer, estimates the cost for the improvement of this road, including bridges or culverts necessary, grading, drainage and traffic bound surface, will be \$1745.00. Enclosed is cashier's check on the Springfield State Bank for the sum of \$1745.00. This gift is made to the College of Agriculture and Home Economics, University of Kentucky, for improvement of the road to the camp, in accordance with the plans which have been discussed with Mr. Cutler. I hope that the fund will be accepted by the Board of Trustees and that you will approve the construction of the road and so notify Mr. Cutler.

Sincerely yours,

(Signed) Thomas Cooper  
Dean and Director

President Donovan recommended that the gift be accepted and handled as directed by the State Highway Department. Mr. Cutler, Chief Engineer of the State Highway Department and member of the Executive Committee, stated that he would ascertain the wishes of the Department of Highways and advise appropriate method of handling the check.

Upon motion duly made, seconded and carried, the check was ordered received and the Comptroller was directed to handle it in whatever way was found to be most satisfactory to the State Highway Department, and to make a report to the Board when the work on the strip of road has been finished.

W. Report on Progress of Construction of Residence Hall for Men.

President Donovan reported that he had communicated with Mr. Hargett of the Hargett Construction Company and had advised Mr. Hargett that he was concerned about the progress being made on the construction of the Residence Hall for Men. He requested of the Hargett Construction Company further information as to whether or not they would be able to comply with provisions of the contract requesting completion of the building within the specified time. President Donovan read a letter from the Hargett Construction Company, and upon motion duly made, seconded and carried, the letter was ordered received and made a part of the record.

HARGETT CONSTRUCTION CO.  
Lexington 37, Kentucky

January 4, 1947

University of Kentucky  
South Limestone  
Lexington, Kentucky

Re: Residence Hall for Men  
University of Kentucky

Atten: Dr. H. L. Donovan, President

Dear Dr. Donovan:

We acknowledge receipt of your letter dated January 2, in connection with the progress that is being made on the Residence Hall for Men which is being constructed on the University Campus by our company.

We realize that the progress we have made since we received this contract is not very encouraging to yourself or the trustees as we are not satisfied with this ourselves. However, at present we have hopes that we will be able to make much better progress than we have been making as the material situation, as well as labor conditions, have improved.

The main reason for the delays is that we could not get stone setters or bricklayers for this job. We have set all the foundation stone with one stone mason which we obtained from Louisville, and it was necessary for us to pay him \$2.25 per hour and his expenses here and back in order to

get this much done. We have been waiting for several weeks for bricklayers to finish up on the two General Electric jobs here in town, and the Lorillard Tobacco Warehouse, which have been paying such enormous prices that we cannot get one bricklayer to start this job. The bricklayer scale has been \$1.75 per hour, at which price we hoped to complete this brick work, but they have recently raised their scale to \$2.00 per hour, and in order to get any men, we are now paying \$2.00 per hour. This is the new scale, which is necessary in order to try and expedite the completion of this project.

We can assure you that no other job that we have contract for will interfere with the completion of this project, as we will put this job first at all times as we realize our obligation to the University for the completion of this project at the earliest possible date, and all other jobs will be secondary. We feel sure this will be completed and ready for occupancy for the fall term of school.

Yours truly

HARGETT CONSTRUCTION COMPANY, INC.

By(Signed) L. H. Hargett  
President

X. Recess for Luncheon.

The Executive Committee recessed at 1:00 o'clock for luncheon which was served in the President's Office, and at 1:50 p.m. continued discussion of the business on the agenda.

Y. Dormitory Furniture Ordered Purchased.

President Donovan reported that he had appointed a committee to consider the furniture and outline the type desired to equip the new Men's Dormitory. He submitted a report of the Committee and recommended that the Comptroller be authorized to arrange for the purchase of the furniture required.

The Committee discussed the recommendation, and upon motion duly made, seconded and carried, the report was received, and the Comptroller was authorized and directed to purchase furniture necessary to equip the new Men's Dormitory, and, if possible, have same ready for occupancy September, 1947.

Z. I. T. Sanders Appointed Member of Graduate School Faculty.

President Donovan stated that he had a recommendation from Dean W. D. Funkhouser that Professor I. T. Sanders be appointed to represent the Department of Sociology on the Graduate Faculty. President Donovan briefed the training and qualifications of Dr. Sanders and recommended that the recommendation of Dean Funkhouser be approved.

Upon motion duly made, seconded and carried, the recommendation of President Donovan was concurred in and Professor I. T. Sanders was appointed a member of the Graduate Faculty to represent the Department of Sociology.

A-1. Dean P. P. Boyd Authorized to Do Outside Work.

President Donovan reported that he had approved a request from Dean P. P. Boyd to make a survey of Kentucky Wesleyan College. He reported that the work would not require much time and would not interfere with Dean Boyd's regular duties as Dean of the College of Arts and Sciences.

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

B-1. Resolution of Acceptance of Library of Samuel M. Wilson.

Judge Stoll reported that he had delivered to Mr. Clinton M. Harbison certified copy of the Resolution of the Board of Trustees concerning the bequest under the will of Samuel M. Wilson, which Mr. Harbison would deliver to Mrs. Wilson. He asked to file the following letter from Mr. Harbison, which request was granted.

WILSON, HARBISON, KESSINGER, LISLE & BUSH  
Lexington 15, Ky.  
13 December, 1946

Judge Richard C. Stoll  
Bank of Commerce Building  
Lexington, Ky.

Re: Estate of Samuel M. Wilson.

Dear Judge:

I have your letter of yesterday, enclosing a certified copy of the Resolution adopted by the Board of Trustees of the University of Kentucky on the 10th inst., accepting the bequest under the will of the late Samuel M. Wilson: and I thank you.

And I shall deliver this copy of the Resolution to Mrs. Wilson, and remember to thank her personally for you also.

Cordially yours,

(Signed) Clinton M. Harbison.

C-1. Information Furnished Federal Works Agency Authorized.

Comptroller Peterson reported that the Federal Works Agency, Chicago, Ill., had requested information from the University to the effect that there did not exist in Kentucky a State over-all planning body including future expansion of the University of Kentucky. He stated that the desired information, signed by Judge Stoll, Chairman of the Executive Committee, had been furnished the Federal Works Agency. Upon motion made, seconded and carried, the action of Judge Stoll was ratified and approved.

D-1. Anonymous Gift.

Comptroller Peterson reported receipt of a letter addressed "Univ. of Ky., Lexington, Ky.", postmarked "Memphis, Tenn. Dec. 9, 1946, 9 a.m.", containing the sum of \$15.00, and asked directions as to disposition of the money.

Upon motion duly made, seconded and carried, the sum of \$15.00 was ordered received and classified as miscellaneous income of the University.

E-1. Certificate of Commendation from Selective Service.

President Donovan submitted a Certificate of Commendation of the University of Kentucky from the President of the United States in recognition of assistance given the Selective Service system during World War II.

Upon motion duly made, seconded and carried, the Certificate was received and ordered made of record, and filed in the Library.



THE PRESIDENT OF THE UNITED STATES

Has Awarded This

CERTIFICATE OF COMMENDATION

to

University of Kentucky

In Grateful Recognition of Aid and Support Given  
The Selective Service System

SEAL      (Signed) Simeon Willis  
                 Governor

(Signed) Harry S. Truman  
President of the United States

(Signed) Solon F. Russell  
State Director of Selective  
Service

(Signed) Lewis B. Hershey  
Director of Selective Service

F-1. Selection of Architects for New Buildings.

President Donovan reported that Federal Works Agency had approved application of the University for advancement of funds for plans and specifications of a new Science Building, a Journalism and Kentucky Kernel Building, and an addition to the College of Education building.

President Donovan recommended that the firm of Johnson & Brock be employed as architects for the new Science Building, and Robert W. McMeekin and Whayne W. Haffler, Architects Associated, as architects for the Journalism and Kentucky Kernel Building and the addition to the College of Education Building. Members of the Committee considered the recommendation and discussed the qualifications of the architects.

Upon motion duly made, seconded and carried, the firm of Johnson & Brock, architects, was selected to furnish plans and specifications for the new Science Building, and Robert W. McMeekin and Whayne W. Haffler, Architects Associated, were selected to furnish plans and specifications for the Journalism and Kentucky Kernel Building and the addition to the College of Education Building. The Comptroller was authorized to enter into a contract with the above architects for the above described work on behalf of the University of Kentucky.

### G-1. Appointments and Other Staff Changes.

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

#### College of Arts and Sciences

##### Appointments

Robert W. Willmott, graduate assistant, Department of Physics, for six months, effective January 1, 1947.

George S. Hurst, graduate assistant, Department of Physics, for six months, effective January 1, 1947.

William R. Elliott, instructor, Department of Physics, for six months, effective January 1, 1947.

Sam J. Allen, instructor, Department of Physics, for six months, effective January 1, 1947.

Jess B. Huff, Jr., reappointed graduate assistant, Department of Physics, for six months, effective January 1, 1947.

Clifton A. Basye, reappointed graduate assistant, Department of Physics, for a period of six months, effective January 1, 1947.

Joseph T. Meers, reappointed instructor, Department of Physics, for six months, effective January 1, 1947.

Mrs. Minerva Smith, secretary, Department of Journalism, effective December 16, 1946 through June 1947.

William Collins, student paper grader, Department of History, for the Fall Quarter, effective October 1, 1946.

Maurice F. Knott, student paper grader, Department of History, for the month of December, 1946.

Harold G. Flanary, graduate assistant for the Fall Quarter, reappointed as instructor in Physics, effective January 1 through June, 1947.

Charles G. Boggs, student assistant, Department of Art, January through June, 1947.

Mary Catherine Heath, part-time instructor for the Winter Quarter, January through March, 1947, in the Department of Mathematics.

Theodore K. Dyer, instructor, Department of Mathematics, reappointed, effective January 1 through June, 1947.

Virginia S. Baskett, reappointed as part-time instructor for the Winter Quarter, Department of Mathematics, effective January 1 through March, 1947.

Dorothy Spragens, reappointed graduate assistant, Department of Mathematics, effective January 1 through March, 1947.

Paul E. Hayes, graduate assistant, reappointed for the Winter Quarter, Department of Mathematics, effective January 1 through March, 1947.

Leon Porter, reappointed graduate assistant, Department of Mathematics, for the period January 1 through March, 1947.

Dorothy McKercher, graduate assistant, Department of Mathematics, reappointed, effective January 1 through March, 1947.

Louise Knifely, graduate assistant, Department of Mathematics, reappointed, effective January 1 through March, 1947.

Eleanor V. Warren, reappointed student assistant, Department of Mathematics for the period, January 1 through March, 1947.

Wimberly Royster, reappointed graduate assistant, Department of Mathematics for the period, January 1 through March, 1947.

Dalton C. Lane, reappointed graduate assistant, Department of Mathematics, for the period January 1 through March, 1947, with adjustment in salary.

S. A. Rector, reappointed graduate assistant, Department of Mathematics, effective January 1 through March, 1947.

Jack B. Goldmann, instructor, Department of History, for six months, effective January through June, 1947.

Louella Jones, student assistant, Department of Social Work, for five months, effective January 1, 1947.

Cordelia C. Alexander, graduate assistant, Department of Bacteriology, for six months, effective January 1, 1947.

Dalton C. Lane, graduate assistant, Department of Mathematics and Astronomy, for six months, effective January 1, 1947.

Charles Kuhn, graduate assistant, Department of Physical Education, for the months of January, February and March, 1947.

Henry Tucker, graduate assistant, Department of Geography, for the period January 1 through March, 1947.

Richard Griffith, graduate assistant, Department of Psychology, effective January 1 through June, 1947.

Joseph C. Robert, visiting Professor of History, for the Summer Quarter, 1947. Professor Robert is to take the place of Professor Clark who will be on leave.

Turner W. Allen, graduate assistant, Department of History, effective January 1, 1947 for six months.

Rome Rankin, graduate assistant, Department of Physical Education, effective January 1 through June, 1947.

Mrs. Jacqueline Clark, instructor, Department of English, reappointed, effective January 1 through March, 1947.

Frances Bogie, graduate assistant, Department of English, reappointed, effective January through March, 1947.

Robert Miles, Jr., graduate assistant, Department of English, reappointed, effective January 1 through March, 1947.

James Woodall, instructor, Department of English, reappointed, effective January 1 through March, 1947.

Mary Curtis, graduate assistant, Department of English, reappointed, effective January 1 through March, 1947.

Roger Stephens, graduate assistant, Department of English, reappointed, effective January 1 through March, 1947.

Mrs. Georgia Myers, part-time instructor, Department of English, reappointed, effective January 1, 1947 through March, 1947.

Mrs. Adalin Wichman, graduate assistant, Department of English, reappointed, effective January 1 through March, 1947.

Paul Barrett, student assistant, Department of Zoology, for the period, January 1 through June, 1947.

George J. Herman, student assistant, Department of Zoology, for the period January 1 through June, 1947.

Evelyn Louise Midkiff, secretary, Department of Sociology, on a twelve months' basis, effective February 1, 1947.

Laurence R. Webb, graduate assistant, half-time, for the Winter Quarter, effective January 1, 1947. Mr. Webb is employed in the Department of Chemistry.

Vance C. Johns, student assistant in the Department of Botany, effective January 1, 1947 through March, 1947.

George H. Paine, student assistant in the Department of Botany, for the period January 1 through March, 1947.

Sara Ballenger, part-time secretary in the Department of German, effective January 1 through June, 1947.

Jean Howard, reappointed graduate assistant for the months of January, February and March, 1947. in the Department of History.

Ruth Kelley, graduate assistant, Department of History, reappointed for the months of January, February and March, 1947.

Esther Bailey, graduate assistant, Department of History, reappointed for the months of January, February and March, 1947.

W. C. Gibbs, Visiting Assistant Professor, part-time, Department of History, reappointed for the months of January, February and March, 1947.

Clinton S. Adams, graduate assistant, Department of Geography, reappointed for the month of January. Mr. Adams served as an instructor in the department during the first quarter.

William C. Steele, instructor, Department of Geography, effective February 1 through June, 1947.

Mrs. Emily Cox, secretary in the Department of English, effective January 15, 1947. Mrs. Cox replaces Mrs. John L. Cutler, resigned.

Denver Sloan graduate assistant in the Department of Anatomy and Physiology for six months, effective January 1, 1947.

Betty J. Warnick, graduate assistant in the Department of English, effective January 1 through March, 1947.

Frederic Scott, graduate assistant in the Department of English, effective January 1 through March, 1947.

Horace L. Sawin, graduate assistant in the Department of English, effective January 1 through March 31, 1947.

Russell Jones, graduate assistant, Department of English, effective January 1 through March, 1947.

Robert E. Humphreys, graduate assistant in the Department of English, effective January 1 through March, 1947.

George W. Foster, graduate assistant in the Department of English, effective January 1 through March, 1947.

Walter Brock, graduate assistant, Department of English, effective January 1 through March, 1947.

William D. Johns, graduate assistant, Department of Physics, effective January 1 through March, 1947.

Mrs. Julia C. Wells, part-time secretary, Department of Philosophy, effective February 1, 1947. Mrs. Wells is transferring from the Department of Sociology.

### Salary Adjustments

C. W. Hackensmith, Associate Professor, Department of Physical Education, made Acting Head of the Department, with adjustment in salary, effective January 1, 1947. The resignation of M. E. Potter, head of the Department, left a vacancy.

Julia Anne Waters, secretary, Department of Geography, placed on half-time basis, with adjustment in salary. Miss Waters wishes to take advanced work and secure her teacher's certificate. The change is effective January 6 through March, 1947.

John B. Owen, graduate assistant, Department of Zoology, placed on half-time basis with adjustment in salary, effective January 1 through June, 1947. Mr. Owen's heavy schedule will prevent him from carrying the full load.

Roy N. VanArsdall, student assistant, adjustment in salary effective January 1 through June, 1947. Mr. VanArsdall is assuming additional duties in the Department of Zoology.

Dorothy Crowds, graduate assistant in the Department of Zoology adjustment in salary effective January 1 through June 1947. Miss Crowds is assuming additional duties in the Department.

William J. McCready, graduate assistant, half-time, made research fellow, Signal Corps research project, with adjustment in salary, effective January 1, 1947.

R. Ray Estes, Assistant Professor, Department of Chemistry, given adjustment in salary for the period January through June, 1947, 10 months basis.

#### Leaves of Absence

Blaine W. Schick, Assistant Professor of Romance Languages, on leave for the Year 1946-47, is returning to full time duty in the Department on full salary, effective January 1, 1947. Professor Schick found conditions in France such that he had to return to this country before completing his work for the Doctorate.

Henry Beaumont, Associate Professor of Psychology, leave of absence continued through the Spring Quarter because of continued illness.

Bess Gravitt Donaldson, graduate assistant, granted leave of absence for the Winter Quarter, 1947, because of illness. Miss Donaldson is in the Department of Physical Education.

#### Resignations

Faye Maggard, secretary, Department of Journalism, effective December 15, 1946.

James P. Gregory, graduate assistant, Department of History, effective December 31, 1946.

Dale Melugin, graduate assistant, Department of Physics, effective December 31, 1946.

Mrs. Helene C. Bixler, half-time secretary, Department of Sociology, effective January 14, 1947.



Layton Thompson, graduate assistant, Department of Mathematics and Astronomy, effective December 31, 1946.

Anita Steele, part-time secretary, Department of Radio Arts, effective December 31, 1946.

Barbara J. Bachman, graduate assistant, Department of Bacteriology, effective January 1, 1947.

George W. Boyd, instructor, Department of English, effective January 1, 1947.

Merwin E. Potter, Professor of Physical Education and head of the department, effective January 1, 1947.

Howard K. Trammell, student assistant, Department of Zoology, effective January 1, 1947.

Charles F. Kolb, graduate assistant, Department of History, effective December 31, 1946.

Julia Wells, secretary, half-time, Department of Sociology, effective February 1, 1947.

Joseph J. Huddleston, Associate Professor, Department of Physical Education, effective January 1, 1947. Mr. Huddleston has been on military leave since July, 1941, and desires to remain in the regular Army.

Eustace J. York, graduate assistant, Department of Chemistry, effective December 31, 1946.

Cloyd McAllister, instructor, part-time, Department of Hygiene and Public Health, effective January 1, 1947.

Gloria Hartley, secretary, part-time, Department of German, effective January 1, 1947.

Reginald Bowen, graduate assistant, Department of Anatomy and Physiology, effective January 1, 1947.

Mrs. John L. Cutler, secretary, Department of English, effective January 15, 1947.

Thomas Foster Rogers, graduate assistant, Department of English, effective January 1, 1947.

### College of Agriculture and Home Economics

#### Appointments

Mrs. Gladys Bullock, secretary, Poultry Section, effective January 1, 1947.

Edwina R. Layton, clerk, Office of Accounts and Records, effective December 2, 1946.

Frances Keller, clerk, Department of Agronomy, effective January 1, 1947.

Ben Miller, fire warden, Robinson Substation, effective January 1, 1947.

W. K. Johnson, fire warden, Robinson Substation, effective January 1, 1947.

Anne Frye Caudill, assistant home demonstration agent, Boone County, effective December 15, 1946.

Lyda Mae Sutherland, field agent in 4-H Club Work, effective February 1, 1947. Miss Sutherland replaces Miss Ruth Latimer.

Ruth E. Harralson, home demonstration agent, Hopkins County, effective January 1, 1947.

Russell DeLong Williamson, assistant county agent, Estill County, effective January 2, 1947.

Leonard E. Plunkett, farm teamster, effective January 1, 1947.

Paul Lester, area farm labor assistant, effective January 1 to June 30, 1947.

Bernard E. Whitt, area farm labor assistant, effective January 1 to June 30, 1947.

Jane Holland Taliaferro, field agent in farm labor, for the period February 15 to March 22, 1947.

Edgar LeRoy Thompson, assistant county agent, Madison County, effective January 2, 1947.

Algernon Wesley Rowland, assistant county agent, Grayson County, effective January 10, 1947.

Louise H. Craig, home demonstration agent, Pulaski County, effective January 2, 1947.

Mrs. Helen J. Orrell, clerk, Department of Farm Economics, effective February 3, 1947.

Irene Greene, clerk, effective February 1, 1947.

### Leave of Absence

Eleanor Whittinghill, home demonstration agent, Trigg County, who had been on leave without pay because of illness, returned to her duties December 1, 1946.

### Salary Adjustments

Carl Clifton, superintendent of dairy, transferred to Extension as Field Agent in Dairying, with adjustment in salary, effective December 1, 1946.

Ross Brown, Extension Veterinarian, adjustment in salary, effective January 1, 1947.

Robert Griffith, Assistant in Tobacco Research, adjustment in salary, effective January 1, 1947.

Kellie Caudill, dairyman, adjustment in salary, effective January 1, 1947.

Wesley Fain, farm foreman, adjustment in salary, effective January 1, 1947.

George Henson, teamster and laborer, adjustment in salary, effective January 1, 1947.

Cecil Evans, truck driver, adjustment in salary, effective January 1, 1947.

Joseph L. Glaxon, Jr., assistant county agent, Kenton County, adjustment in salary, effective December 1, 1946.

Cassie Hamilton, clerk, adjustment in salary, effective January 1, 1947.

Ernest J. Nesius, field agent in farm management, adjustment in salary, effective January 1, 1947.

Gerald Cummins, laborer and teamster, Western Kentucky Substation, adjustment in salary, effective January 1, 1947.

Boyd E. Wheeler, field agent in 4-H Club Work, adjustment in salary, effective January 1, 1947.

James Satterfield, herdsman and poultryman, Western Kentucky Substation, adjustment in salary, effective January 1, 1947.

Harold F. Miller, assistant in agronomy, adjustment in salary, effective January 1, 1947.

J. L. McKittrick, Field Agent in Agricultural Engineering and Soil Management, adjustment in salary, effective January 1, 1947.

Charles E. Wyatt, Field Agent in Test Demonstrations, adjustment in salary, effective January 1, 1947.

Eudell Curtis, clerk, adjustment in salary, effective January 1, 1947.

Leslie Barbara Lamb (Miss) clerk, adjustment in salary, effective January 1, 1947.

Grace Jones, chief clerk, Agricultural Extension, adjustment in salary, effective January 1, 1947.

Mary E. Versaw, stenographer, clerk, adjustment in salary, effective January 1, 1947.

James W. Kidwell, county agent, Whitley County, adjustment in salary, effective January 16, 1947.

Laymon Miller, county agent, Anderson County, adjustment in salary, effective January 16, 1947.

### Resignations

Mamie Louise Maupin, clerk, effective November 15, 1946.

Fletcher C. Walker, county agent, Burkesville, Kentucky, effective November 30, 1946.

M. J. Powers, field agent in cream grading, effective December 31, 1946.

James E. Wright, assistant county agent, Hopkinsville, Kentucky, effective December 16, 1946.

Mrs. Ruth Turley Lawrence, secretary, Poultry Section, effective December 31, 1946.

John Bach, county agent, Williamsburg, Kentucky, effective January 15, 1947.

Elizabeth C. Alexander, clerk, effective January 9, 1947.

Edgar LeRoy Thompson, assistant county agent, Richmond, Kentucky, effective January 11, 1947.

Robert H. Fike, county agent, Hazard, Kentucky, effective January 15, 1947.

Mrs. Betty C. Grayson, clerk, Department of Farm Economics, effective January 31, 1947.

William Russell Walker, field agent in Dairying, effective January 31, 1947.

### Cancellation of Appointment

Harold W. Smith, Extension Entomologist, appointed as of August 23, Minutes of the Executive Committee, and who asked that the time of his appointment be deferred from August 1, 1946 to January 1, 1947, has written to withdraw his acceptance of the position.

## College of Engineering

### Appointments

Harry J. Macke, student assistant, fourth-time, for three months, effective January 1, 1947.

Clara Joy Francis, clerk-typist, for twelve months, effective March 24, 1947.

James L. Leggett, Jr., graduate assistant, half-time, for six months, effective January 1, 1947.

John G. Hamby, graduate assistant, half-time, for six months, effective January 1, 1947.

Joseph A. Boyd, graduate assistant, half-time, for six months, effective January 1, 1947.

Staley F. Adams, graduate assistant, half-time, for six months, effective January 1, 1947, with adjustment in salary. He served as a student assistant in the first quarter.

Frank L. Orrell, Jr., graduate assistant, for six months, effective January 1, 1947.

### Salary Adjustment

George R. Gerhard, Assistant Director, Foundry Research on temporary basis, with adjustment in salary effective December 1, 1946. Mr. Gerhard will assume additional duties in connection with the Steel Founders' Society of America's contract.

### Resignations

Arthur S. Coffinberry, Director, Foundry Research, effective December 1, 1946. This does not affect his position as Associate Professor of Metallurgical Engineering.

Clement A. Zoellers, student assistant, effective December 31, 1946. Mr. Zoellers was employed in the Department of Electrical Engineering.

## College of Law

### Appointments

Mary Dunne, secretary, effective December 1, 1946.

J. Davis Francis, Law Library Assistant, effective January 1, 1947.

Resignations

Sarah McCormack, secretary, effective December 18, 1946.

Paul Kelley, Law Library assistant, effective December 31, 1946.

College of EducationAppointments

Harold F. Clark, consultant, Bureau of School Service, effective January 1, 1947. This position is provided for in a special appropriation made by the Sloan Foundation.

Fithian S. Faries, graduate assistant for six months, effective January 9, 1947. Mr. Faries will replace Mr. Charles Prewitt who was transferred to the University School Faculty.

Delia B. Emerson, research assistant, (Sloan Experiment), effective January 20, 1947.

Salary Adjustments

Jeanette Molloy, research assistant, Sloan Experiment, adjustment in salary effective January 1, 1947. Miss Molloy has been assigned new and more responsible duties.

Charles Prewitt, seventh grade critic teacher, changed from position of junior instructor, with adjustment in salary for six months, effective January 1, 1947. Mr. Prewitt replaces Miss Carolyn Schoeffler, resigned.

Maurice Clay, instructor in Physical Education, adjustment in salary under the provisions of the G. I. Bill of Rights.

Leave of Absence and Resignation

Carolyn Schoeffler, critic teacher, returned from leave of absence December 9, 1946 and resigned December 20, 1946.

College of CommerceAppointments

Robert J. Mulle, laboratory assistant, for the Winter Quarter, effective January 1 through March, 1947.

The following persons as reading assistants:

Thomas A. Juett, for three months, effective January 2, 1947.

V. L. Westfall, Jr., for five months, effective January 2, 1947.



William R. Thomas, for five months, effective January 2, 1947.

John Moorhead, for five months, effective January 2, 1947.

Harry E. Howell, part-time instructor in secretarial practice, effective January 1 through March, 1947.

Martha Koppius, part-time instructor, secretarial science, effective January 15, 1947.

### Salary Adjustments

D. C. McMurtry, Jr., part-time instructor in secretarial practice, adjustment in salary from January 1 through March, 1947.

Arthur F. Vogelmann, part-time instructor in secretarial practice, adjustment in salary for January 1 through March, 1947.

### Resignations

George Riley, reading assistant, effective December 31, 1946.

Daniel VanSant, reading assistant, effective December 31, 1946.

Lyman Everly, reading assistant, effective December 31, 1946.

Arthur F. Vogelmann, part-time instructor, effective January 2, 1947.

### Department of University Extension

#### Payments for Grading Correspondence Papers

For the period of six months, July 1, 1946 to January 1, 1947, payments were made to the following persons:

C. A. Anderson  
Grace Anderson  
W. E. Beals  
A. E. Bigge  
M. C. Brown  
James S. Calvin  
Alexander Capurso  
C. C. Carpenter  
G. B. Carson  
L. H. Carter  
Louis Clifton  
Eva Downing  
H. H. Downing  
John L. Cutler  
Mrs. May K. Duncan  
Merton England  
E. F. Farquhar  
E. N. Fergus

Chloe Gifford  
Lyman Ginger  
W. A. Heinz  
Mrs. Sarah B. Holmes  
Margaret Horsfield  
H. H. Humphreys  
W. W. Jennings  
T. T. Jones  
Gladys Kammerer  
Grant C. Knight  
John Kuiper  
Paulette Lager  
Mary Rees Land  
A. J. Lawrence  
M. E. Ligon  
R. G. Lunde  
Frank T. McFarland  
Frank Murray

Edward Newberry  
 Anna B. Peck  
 L. N. Plummer  
 C. C. Ross  
 Hobart Ryland

J. R. Schwendeman  
 Mrs. Alberta W. Server  
 J. B. Shannon  
 Mrs. Effie Cox Starns  
 W. D. Stout  
 Rhea Taylor  
 Amry Vandebosch  
 K. E. Vanlandingham

### Salary Adjustment

Almira D. Parks, secretary, adjustment in salary, effective January 1, 1947.

### University Library

#### Appointments

June Everman, temporary clerical assistant, for six months, effective January 1, 1947.

Martha Jane Livesay, temporary clerical assistant, for the period, December 10, 1946 to June 30, 1947.

### Office of the Dean of the University

#### Salary Adjustment and Transfer

Rosa Lena Brumfield, secretary, Bureau of School Service, transferred to the Office of the Dean of the University, with adjustment in salary, effective January 1, 1947.

### Office of the Dean of Women

#### Appointments

Algernon S. Dickson, housemother, for the period, January 1 through June, 1947.

Harriet Franklyn Wolfe, head resident, Residence Halls for Women (Barracks), effective January 1 through June, 1947.

### Residence Halls for Women

#### Salary Adjustment

Frances Kendall, assistant dietitian, adjustment in salary, effective January 1 through June, 1947.

Office of the Dean of MenAppointments

Mrs. Helen J. Fowler, housemother, effective January 1, 1947.

Mrs. Jessie Anderson, housemother, effective January 1, 1947.

Office of the RegistrarAppointment

Cornelia J. Clarke, recording clerk, effective January 15, 1947.

Radio StudiosAppointments

Gloria Henderson, part-time secretary, effective January 1, 1947.

Robert I. Westerfield, transmitter engineer, effective January 1, 1947.

Resignations

Anita Steele, secretary, effective December 31, 1946.

Thomas Underwood, Jr., transmitter engineer, effective December 31, 1946.

University Health ServiceAppointment

Juanita Peel, Infirmary nurse, effective January 1, 1947.

Resignation

Cloyd N. McAllister, statistician part-time, effective December 31, 1946.

Department of Business Management and ControlAppointments

Elizabeth Bryan, clerk, effective December 1, 1946.

Mrs. Barbara Owen Criswell, machine operator, effective January 1, 1947.

Salary Adjustment

Kenneth Broomell, purchasing supervisor, adjustment in salary, effective December 1, 1946.

Resignations

Frances Brack, machine operator, effective December 5, 1946.

Jane M. Ringo, stenographer, effective January 8, 1947.

Evelyn Louise Midkiff (Mrs.) clerk-stenographer, effective February 1, 1947. Mrs. Midkiff is transferring to the Department of Sociology.

Maintenance and OperationsAppointment

James Donald Bonta, bookkeeper, effective January 1, 1947. Mr. Bonta replaces Mr. William Peele, resigned.

Resignation

William Peele, bookkeeper, effective December 21, 1946.

University Station Post OfficeAppointment

Ella Seale, effective January 15, 1947.

Resignation

Mrs. Marylene Williams, clerk, effective January 15, 1947.

On motion duly made, seconded and carried, on President Donovan's recommendation, the above appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes were concurred in and record ordered made in the minutes.

H-1. Adjournment.

Upon motion duly made, seconded and carried, the meeting of the Executive Committee was adjourned at 3:00 p.m.

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