

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, March 23, 1945.

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, March 23, 1945. The following members were present: Judge Richard C. Stoll, H. D. Palmore, J. C. Everett, R. P. Hobson, and H. S. Cleveland. Comptroller Frank D. Peterson, Secretary, was present, and, in the absence of President Donovan, Dean L. M. Chamberlain met with the Committee.

A. Approval of Minutes.

The minutes of the meeting of the Executive Committee of February 17, 1945, were approved as published.

B. Report of the Comptroller.

The Comptroller read the following statement to the Committee:

March 13, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I submit, hereto attached, the financial report for the University for the period ended February 28, 1945.

The report shows realized income and expenditures for eight months of the current fiscal year, and reveals that collections are current on a comparative basis; expenditures are slightly accelerated on a comparative basis with last year, due primarily to increased appropriations. If compared on a percentage basis, the percentages on the two periods are about current.

I submit below a comparative statement of current (general) income and expenditures for the periods of July 1st to February 28, 1945.

Comparative Statement of Current (General) Income and Expenditures, for the Periods from July 1 to February 29

	<u>1943-1944</u>	<u>1944-1945</u>	Increase or Decrease*
<u>Income</u>			
<u>College Division</u>			
<u>Educational & General</u>			
State Appropriations	\$ 874,994.42	\$ 880,488.73	\$ 5,494.31
Federal Funds	103,934.52	97,382.59	6,551.93*
Student Fees	144,964.66	161,799.47	16,834.81
Endowment Income	500.00	500.00	
Sales & Services	<u>11,561.46</u>	<u>10,000.02</u>	<u>1,561.44*</u>
Total Ed. & General	\$1,135,955.06	\$1,150,170.81	\$14,215.75
Aux. Enterprises & Activs.	<u>114,349.35</u>	<u>115,567.52</u>	<u>1,218.17</u>
Total College Division	<u>\$1,250,304.41</u>	<u>\$1,265,738.33</u>	<u>\$15,433.92</u>
<u>Agr. Experiment Station</u>			
State Appropriations	\$ 98,622.00	\$ 101,557.75	\$ 2,935.75
Federal Funds	128,649.99	128,649.99	
Sales & Services	223,396.75	233,745.58	10,348.83
Total Agr. Exper. Sta.	<u>\$ 450,668.74</u>	<u>\$ 463,953.32</u>	<u>\$13,284.58</u>
<u>Agr. Extension Division</u>			
State Appropriations	\$ 116,250.00	\$ 127,875.00	\$11,625.00
Federal Funds	663,369.49	663,369.49	
Total Agr. Exten. Div.	<u>\$ 779,619.49</u>	<u>\$ 791,244.49</u>	<u>\$11,625.00</u>
 TOTAL INCOME REALIZED	 <u>\$2,480,592.64</u>	 <u>\$2,520,936.14</u>	 <u>\$40,343.50</u>
<u>Expenditures, including Outstanding Encumbrances:</u>			
<u>College Division</u>			
<u>Admin. & General Expense</u>			
General Admin. Offices	\$ 51,064.09	\$ 57,566.67	\$ 6,502.58
Student Welfare	18,929.59	20,799.72	1,870.13
Public Rel. & Gen. Exp.	20,253.07	21,605.25	1,352.18
Total Admin. & Gen. Exp.	<u>\$ 90,246.75</u>	<u>\$ 99,971.64</u>	<u>\$ 9,724.89</u>
<u>Instruction</u>			
College of Arts & Sci.	\$ 298,628.02	\$ 270,410.74	\$28,217.28*
College of Engineering	88,594.94	92,139.42	3,544.48
College of Commerce	30,414.95	32,537.32	2,122.37
College of Agr. & Home Ec.	61,661.30	52,564.83	9,096.47*
College of Law	15,988.08	15,636.98	351.10*
College of Education	97,196.91	97,236.21	89.30
Graduate School	1,634.82	2,619.45	984.63
Total Instruction	<u>\$ 594,119.02</u>	<u>\$ 563,194.95</u>	<u>\$30,924.07*</u>
Activities Related to Instruction	<u>63,117.61</u>	<u>69,961.71</u>	<u>6,844.10</u>

Instruction (continued)

Total Instruction & Rel.Act.	\$ 657,236.63	\$ 633,156.66	\$ 24,079.97*
Operation & Maint.of Phys.Plant	\$ 136,601.39	\$ 175,599.59	\$ 38,998.20
Auxiliary Enterprises	\$ 71,481.69	\$ 78,859.97	\$ 7,378.28
Total College Div.	\$ 955,566.46	\$ 987,587.86	\$ 32,021.40

Agr. Experiment Station

Hatch Fund	\$ 9,593.08	\$ 9,270.68	\$ 322.40*
Adams Fund	9,739.87	9,650.07	89.80*
Purnell Fund	35,761.01	37,785.46	2,024.45
Bankhead-Jones Funds	53,484.81	57,953.26	4,468.45
Total Federal Funds	\$ 108,578.77	\$ 114,659.47	\$ 6,080.70
State Revolving Funds	\$ 148,247.24	\$ 165,532.65	\$ 17,285.41
State Appropriations	\$ 85,090.85	\$ 83,297.36	\$ 1,793.49*
Total State Funds	\$ 233,338.09	\$ 248,830.01	\$ 15,491.92
Tot.Agr.Exper.Sta.	\$ 341,916.86	\$ 363,489.48	\$ 21,572.62

Agr. Exten. Division

Smith-Lever-Bankhead-Jones Fund	\$ 407,707.60	\$ 354,873.88	\$ 52,833.72*
Capper-Ketcham Fund	37,387.96	37,387.96	
Total Federal Funds	\$ 445,095.56	\$ 392,261.84	\$ 52,833.72*
State Appropriations	99,102.32	145,073.35	45,971.03
Total Agr.Exten.Div.	\$ 544,197.88	\$ 537,335.19	\$ 6,862.69*
 TOTAL CHARGES	 \$1,841,681.20	 \$1,888,412.53	 \$ 46,731.33

Excess of Income Realized
over Charges

\$ 638,911.44	\$ 632,523.61	\$ 6,387.83*
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It is evident that the estimated income for the current fiscal year will be exceeded, and there is a strong possibility that several budget appropriations will be underspent, which will result in an undetermined free balance June 30, 1945.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Members of the Committee examined the report in detail, discussed same with the Comptroller, and took the following action:

* * * * *

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

* * * * *

C. Agreement with T. V. A. and State Universities in Tennessee Valley Region.

Dean Chamberlain presented Memorandum of Agreement with the Tennessee Valley Authority and seven southern state universities which provides that these southern state universities will collaborate and give financial support, with the Tennessee Valley Authority, to prosecute an investigation of the relationship between government and natural resources in the states served by the specified state universities. The agreement is to serve to implement the investigation, to which the General Education Board has authorized the contribution of \$25,000.

The Committee discussed the proposed agreement, read various sections of same, and took the following action:

* * * * *

2. Upon motion duly made, seconded and carried, the Agreement is approved and authorized executed on behalf of the University of Kentucky, and a copy of same is ordered filed with the Secretary of the Board.

* * * * *

D. Fees for Veterans of World War II.

Dean Chamberlain presented an opinion of Attorney General Dummit relative to granting of educational fees and room rent to discharged veterans of the United States Armed Forces, and explained that there are seven ex-service men holding honorable discharge papers requesting entrance to the University, in accordance with Section 164.480 Ky.R.S. He further stated that, pursuant to Board authorization, the Men's Dormitory, not now in use by the Army, was filled with freshman boys, and if the University were to house such veterans, it would be necessary either to remove the freshman boys from the dormitory or to provide money rent with which rooms outside of the residence hall might be acquired.

The Committee read the opinion of the Attorney General, discussed the question at issue, and took the following action:

* * * * *

3. Upon motion duly made, seconded and carried, it is decided that, since there is before the Attorney General a request for an interpretation of Section 164.480 Ky.R.S., the Executive Committee desires to refer to the Board of Trustees (which meets April 3, 1945) the question at issue.

* * * * *

E. Attorney Fee of Hon. Samuel M. Wilson.

Dean Chamberlain presented a statement from Mr. Samuel M. Wilson for fee in connection with the Eubank case, which has been before the Court for about two years.

The Committee discussed the case, recalling that the employment was made with the approval of the Governor and the Attorney General, at the time the suit was brought, to assist the Attorney General. (This was referred to by the President at the meeting of January 12, 1943).

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4. Upon motion duly made, seconded and carried, the Comptroller is authorized to pay the attorney fee as submitted from the Haggin Fund.

* * * * *

F. R. P. Hobson Appointed Temporary Chairman.

Judge Stoll explained to the members of the Committee that it was approximately 11:40 and that it would be necessary for him to withdraw from the meeting. Members of the Committee expressed to Judge Stoll their delight that he was again able to attend the meetings of the Executive Committee, and wished him continuing improvement, and upon motion, duly made, seconded and carried, appointed R. P. Hobson temporary chairman to preside during the remaining session of the meeting.

G. Cooperative Agreement, Agricultural Extension Service--Farm Labor Program.

Dean Chamberlain submitted the following letter and agreement with the War Food Administration:

February 20, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Enclosed is copy of a proposed cooperative agreement covering interstate phases of the farm labor program. This agreement is similar to the Section 3 agreement which was entered into with the War Food Administrator in 1944 and which you signed. I recommend that the agreement be approved and that I be given authorization to sign as director of extension. You will note that your signature is also desired. After you have signed, please return copies to me.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director

AGREEMENT

Interstate Workers

COOPERATIVE AGREEMENT UNDER SECTION 3 OF THE
FARM LABOR SUPPLY APPROPRIATION ACT, 1944, AS SUPPLEMENTED

(STATE OF)

THIS AGREEMENT, made this day of ,
1945, between the War Food Administrator, U. S. Department
of Agriculture, hereinafter called the "Administrator," and
the Cooperative Agricultural Extension Service of
, hereinafter called the "Extension Service,"

WITNESSETH:

WHEREAS, the Administrator and the Extension Service desire to assist in providing an adequate supply and distribution of workers for the production and harvesting of agricultural commodities essential to the prosecution of the war, pursuant to Section 3 of the Farm Labor Supply Appropriation Act, 1944 (Public Law 229, 78th Congress, 2d Session), as supplemented, hereinafter called the "Act":

NOW, THEREFORE, in consideration of the undertakings set forth below,

1. The Administrator agrees:

To allocate funds to the State of _____, hereinafter called the "State", in such amounts and at such times prior to December 31, 1945, as he may deem necessary, for expenditure by the Extension Service in accordance with Section 3 of the Act and this agreement, and to assist and cooperate generally with the Extension Service in the formulation and conduct of the part of the program to be financed with the funds so allocated.

2. The Extension Service agrees:

a. To accept and administer the funds so allocated in accordance with Section 3 of the Act and this agreement, subject to the supervision of the Administrator.

b. To use the allocated funds only for furnishing the services or functions set forth in the Schedule contained in paragraph 5 of this agreement and to combine with and account for as allocated funds any receipts derived from any feeding and housing operations conducted under this agreement.

c. To return to the Administrator all such funds not obligated by December 31, 1945, unless the Administrator otherwise directs; unless otherwise directed by the Administrator, to return to the Administrator all unexpended property acquired with the funds or, if the Extension Service so elects, the value thereof as determined by the Administrator after consideration of estimates submitted to him by the Extension Service, when such property is no longer needed in the administration of the program undertaken with the funds; to restore any misapplied funds; and, in the event the Administrator determines that the program is not being carried out in accordance with approved plans and procedures and his supervisory instructions and regulations, forthwith, upon notice, to return to the Administrator any unobligated balances of allocated funds or unexpended property acquired with allocated funds.

d. To keep such accounts and records and make such reports concerning the use of the funds and work under way and accomplished as the Administrator may require.

3. The Administrator and the Extension Service mutually agree:

a. That the plans and procedures for the administration of the program to be financed with the funds allocated pursuant hereto to the State shall be formulated by the Extension Service and shall be subject to prior approval by the Administrator.

b. That, in carrying out approved plans and procedures, the Extension Service shall be governed by such instructions and regulations with respect to the expenditures of funds as may be issued by the Administrator from time to time.

c. That the program shall be coordinated with agricultural labor programs in other States and with the national agricultural labor program, and shall be carried out to the extent practicable in cooperation with interested State and Federal agencies.

d. That all rights and obligations of the Administrator herein may be exercised and performed by and through duly authorized representatives of the Administrator.

e. That the Administrator may from time to time request the Extension Service to perform functions and services in connection with interstate labor not herein specifically enumerated and to the extent that the Extension Service agrees to and performs such functions and services the funds allocated pursuant to this agreement will be used to meet the expenses incurred. Actual performance by the Extension Service of any such function or service requested by the Administrator will constitute agreement by the Extension Service to the request.

4. No Member of or Delegate to Congress, or Resident Commissioner, shall be admitted to any share or part of this agreement or to any benefit that may arise therefrom.

5. Schedule

A. Services and functions to be performed by the Extension Service with respect to domestic interstate agricultural workers and their families transported with them, are:

1. When upon request of the Administrator, workers are to be recruited in the State for employment in another State:

- a. Recruitment of workers, including physical examination and execution of work agreements.
- b. Transportation to and from place of residence and assembly point and subsistence, protection, shelter, health, medical and burial service during such transportation, before leaving assembly point, and after returning thereto.
- c. Furnishing of a representative to accompany workers to point of employment and in area of employment until workers are adjusted.

2. When, upon request of the Administrator, workers are to be recruited in another State, and when it is mutually desired by the Extension Services involved, the Extension Service of the State where the workers are to be employed may perform any or all of the services and functions listed under "1".

3. Upon receipt of approved certification, and in accordance with arrangements, if any, for equipment and facilities made by the Director of Labor with the American Association of Railroads:

- a. Transportation to and from such assembly point in the State of recruitment and primary destination point in the State of use.
- b. Subsistence, shelter, health, and medical and burial services while enroute.

4. When upon approved certification, workers are transported from outside the State for employment in the State, after arrival at primary destination point:

- a. Training and supervision.
- b. Protection, subsistence, feeding, shelter, health, medical and burial services, except where workers are housed in labor supply centers operated by the Office of Labor.
- c. Transportation to and from primary destination point and locality of employment.
- d. Execution of Work Agreements and Employment Agreements.
- e. Except in the case of bona fide members of Victory Farm Volunteers and Women's Land Army, (1) Maintain records which reflect the employment or unemployment status of each worker each day during the period covered by his work agreement. (2) Obtain from employers' pay rolls on forms prescribed by the Administrator information which reflects the employment or unemployment status of each worker each day during the period of the employers' employment agreements. (3) Calculate and pay, subject to the terms of Work Agreements, all sums due workers by reason of failure to provide the minimum employment guaranteed by the work agreement. (4) Determine the liability of employers by reason of their failure to furnish the minimum employment guaranteed by the employment agreement and collect from employers any sums found to be due on such account.

B. Further health and medical services to be performed by the Extension Service, are:

1. For agricultural workers and their families housed in labor supply centers operated as a part of the program under the Act, except labor supply centers operated by the Office of Labor.

2. For migratory agricultural workers and their families who, without recruitment or assistance of any Government agency, have entered the area served by a labor supply center operated as a part of the program under the Act, except labor supply centers operated by the Office of Labor, and are engaged in agricultural work in such area, and to whom adequate health and medical services are not otherwise available.

IN WITNESS WHEREOF, the parties have executed this agreement as of the date first above written.

WAR FOOD ADMINISTRATOR

(Signed) By M. L. Wilson
Director of Extension Work

COOPERATIVE AGRICULTURAL EXTENSION SERVICE of _____

(Signed) By H. L. Donovan
President (or other appropriate official)

State Director of Extension.

* * * * *

5. Upon motion duly made, seconded and carried, the Agreement is approved and same is authorized executed.

* * * * *

H. Investment of Peabody and Student Loan Funds.

Dean Chamberlain presented the following letter from the Comptroller, giving information concerning the investment of Peabody and Student Loan Funds, which was received and ordered made a part of the minutes.

March 5, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

This is to advise that I have, pursuant to the authority of the Board of Trustees, invested \$40,000.00 of the Peabody Fund in the following U. S. Savings Bonds, Series G, under date of February 1, 1945:

1	\$10,000.00	X 509132 G
1	\$10,000.00	X 509133 G
1	\$10,000.00	X 509134 G
1	\$10,000.00	X 509135 G

Also pursuant to Board authority, I have invested \$20,000.00 of the Student Loan Fund in Series G Bonds, dated February 1, 1945, as follows:

1	\$10,000.00	X 509139 G
1	\$10,000.00	X 509140 G.

These bonds yield 2.5% if held to maturity, twelve years from issue date. Interest is payable immediately.

Very truly yours,

(Signed) Frank D. Peterson
Comptroller.

I. Report on Contract and Release Agreement with Mawen Motor Corporation.

Dean Chamberlain presented the following letter, which was received by the Committee and ordered placed in the minutes.

March 7, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

In November 1944, the Executive Committee of the Board of Trustees entered into a contract and release agreement with the Mawen Motor Corporation whereby the University agreed to purchase, and the Mawen Motor Corporation agreed to sell materials and equipment owned by the Mawen Motor Corporation and at that time located in the Aeronautical

Research Laboratory of the University of Kentucky. The Contract and Release Agreement was approved by the Attorney-General of Kentucky and signed by you as President of the University of Kentucky and forwarded to the officials of the Mawen Motor Corporation for the signature of the president of that corporation.

This Contract and Release Agreement has been properly executed by the president of the Mawen Motor Corporation as of March 1, 1945, and is now of record in this office. We have taken the necessary steps towards completing the purchase agreement for materials and equipment in the Aeronautical Research Laboratory.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

J. Request of Student Loan Fund Committee.

Dean Chamberlain presented request of Student Loan Fund Committee concerning the investment of receipts, and establishing the permanent Student Loan Fund at \$50,000.

February 27, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

The Student Loan Fund Committee met in this office for a full hour yesterday. The committee members are Mrs. Holmes, Dr. R. S. Allen, Mr. Kilmer Combs, Miss Lucy Meyer, Miss Jane Oldham, myself.

We had no applications for loans but we explained to the committee the condition of the loan fund and its plan of operation.

The committee decided to request you to increase the permanent fund to \$50,000 by transfer of funds from the temporary fund. They also request you to invest \$10,000 of the cash now uninvested.

The attached statement from the Comptroller's Office shows that on January 31 there was only \$1.90 outstanding in notes receivable. By April 1, we expect this to be reduced still further. For the last two years collections have been good and the demand for loans has been small.

I can not see any considerable demand for loans before September 1946, and the demand may not be normal for two years after that.

During this lull we want to build up the loan fund all we can. If we could bring the permanent or endowment fund to \$100,000 that would be a pretty good operating basis.

The Committee discussed the investment of \$10,000 of Student Loan Fund money, and after being advised that this amount had already been invested, discussed the request to make the permanent Student Loan Fund \$50,000, instead of \$41,312.27, as is now shown by the records.

(Signed) T.T.Jones, Chr.Student Loan Fund Com.

The Committee took the following action:

* * * * *

6. Upon motion duly made, seconded and carried, the sum of \$8,687.73 is ordered transferred from temporary funds to the permanent Student Loan Fund. The Committee reserves the right to transfer this amount from the permanent Student Loan Fund if and when it deems it advisable for the good of the University and the Student Loan Fund program.

* * * * *

K. Gifts.

Dean Chamberlain presented the following correspondence regarding gifts:

a. General Education Board.

GENERAL EDUCATION BOARD

February 26, 1945

My dear President Donovan:

I am pleased to inform you that the General Education Board has made available to the University of Kentucky the sum of \$2,000, or as much thereof as may be necessary, toward a workshop on resource-use education, mainly for scholarships for teachers representing public schools and teacher education institutions, during the summer of 1945.

The grant was authorized pursuant to Dean Taylor's request of January 4th, which doubtless had your approval, and is for use substantially in accord with the purposes outlined.

Please advise us when the workshop will be held and indicate when payment of the grant is desired. Our Comptroller will require a statement of expenditures shortly after the close of the workshop. The termination date of the grant is December 31, 1945, and any part remaining unused on that date will revert to the Board.

The grant was made subject to any regulation which the Office of Defense Transportation may require.

Sincerely yours,

(Signed) W. W. Brierley

President H. L. Donovan
University of Kentucky
Lexington 29, Kentucky.

b. O. T. Dunn, Class of 1902.

Winnebago Illinois March 5th. 1945.

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

Dear Sir:-

Wish to ask if the University Librarian or the Dean of the College of Engineering would be interested in receiving the following technical books, suitable I consider, to be included in a Reference Section of an Engineering College Library etc.

Proceedings of the American Society of Civil Engineers
Vol. LXVIII 1910 to Vol. LXXIX 1915 with Index Vol. 1 to
Vol. LXXIV 1867 to 1911

Transactions of the International Engineering Congress 1915
Six volumes and Index
Two of these volumes are on the Panama Canal with detail plans and drawings etc.

Proceedings of the American Concrete Institute
Vol. 17 to and incl. Vol. 21; 1921 to 1925.

Proceedings of the American Railway Engineering Association
Vol. 25 1924 to and incl. Vol. 31 1930.

The Weather and Climate of Chicago Illinois:
 Bulletin No. 4, The Geographic Society of Chicago.
 1914

A Hundred Years of Portland Cement. 1824 - 1924
 A history of the making of Portland Cement

Modern Sewage Disposal - 1938
 Anniversary Book of the Federation of Sewage Works Assoc.

These are books which I have accumulated during the time of my working along engineering lines, and I would like to place them where they will, in the future, do the most good for the largest numbers etc.

If you would care to receive these as gift to the University kindly advise and I will forward same to you.

Yours very truly,

(Signed) O. T. Dunn
 Class of 1902, BCE

c. S. D. Averitt.

March 15, 1945

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

Dear Sir:

Relative to the ancient Transit which I am presenting to the University, I will say that I received it from the family of Judge T. C. Dabney of Cadiz, Kentucky, in 1886 or 1887 and that as a young boy was told that it was used in running the line between Kentucky and Tennessee.

The Dabney family came into possession of it through an uncle of Mrs. T. C. Dabney named Sumner and known to the younger members of the family as Uncle "Sumner" a young surveyor.

Where he got it I do not know. I have been unable to find out whether it was used in running "Walker's" line run in 1779 or "Alexander's and Munsell's" line West of Tennessee River run in 1819.

I will state that I am given permission by the last members of the Dabney family to present it to the University.

Yours very sincerely,

(Signed) S. D. Averitt.

The Committee discussed these gifts and, after expressing their appreciation of same, took the following action:

* * * * *

7. Upon motion duly made, seconded and carried, the above gifts are ordered accepted, and the President is directed to write a letter of appreciation to each of the donors.

* * * * *

L. Contract with Miss Billy Jackson.

Dean Chamberlain presented the following letter from Dean Cooper and form of contract with Miss Billy Jackson, calling for instruction in Animal Husbandry, and furnishing of saddle horses necessary for laboratory instruction in a course in Light Horse Husbandry.

March 2, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

It seems apparent that a number of students will be interested in a light horse course in the agricultural college during the coming quarter. I have stated that, subject to your approval, we would attempt such a class, provided at least twenty-four students are enrolled. Two years ago we contracted with Miss Billy Jackson for the instruction in this course and for the necessary saddle horses and equipment. Miss Jackson will give the instruction - the course to be under the direction of Dr. Garrigus. Enclosed is a form of agreement, slightly modified from that of previous years. I recommend that approval and authorization be given for this course.

Sincerely yours

(Signed) Thomas Cooper
Dean and Director

It is proposed to meet the cost of the course in light horse husbandry through savings effected in the teaching budget during the quarter. TC

AN AGREEMENT BETWEEN THE ANIMAL HUSBANDRY DEPARTMENT,
UNIVERSITY OF KENTUCKY, AND MISS BILLY JACKSON,
LEXINGTON, KENTUCKY

Miss Billy Jackson agrees to furnish her skilled services as temporary part-time instructor in Animal Husbandry for the purpose of instructing students enrolled in A.I.5, Light Horse Husbandry, during the spring quarter 1945. For this service Miss Jackson agrees to accept, and the University to pay, the sum of \$375.00.

Miss Jackson further agrees to furnish an adequate number - at least four - quiet and well-gaited saddle horses together with the necessary equipment and groom service for proper laboratory instruction of students enrolled in A.I.5, Light Horse Husbandry, during the spring quarter 1945. For the use of these horses and equipment and for the groom service Miss Jackson agrees to accept, and the University agrees to pay, the sum of \$500.00.

The University of Kentucky agrees to furnish free of charge stalls and feed for these horses during the above period.

Miss Jackson agrees to release the University of Kentucky of all responsibility for any accident or damage to herself, her horses, her employee, or her equipment which may occur while the above agreement is in force but does not agree to assume any responsibility for accidents occurring to students enrolled in this course.

February 22, 1945

(Signed)

Thomas P. Cooper, Dean
College of Agriculture

(Signed)

Miss Billy Jackson

A discussion of the contract and the nature of same followed, after which the following action was taken:

* * * * *

8. Upon motion duly made, seconded and carried, the contract with Miss Billy Jackson is approved and ordered executed.

* * * * *

M. Change-of-Work Status of J. D. Turner Deferred.

Dean Chamberlain presented a request from Dean Cooper to defer change-of-work for Mr. J.D. Turner.

March 5, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Mr. J. D. Turner, head of the department of feed and fertilizer control in the Experiment Station, will attain the age of seventy on March 18 of this year. During the past months, I have been giving a good deal of consideration to the approaching change of work for Mr. Turner. In this war period, our feed and fertilizer department is faced with unusual difficulties and situations, the handling of which require a background of experience and knowledge, and the situation is further complicated because of the extreme shortage of men. Any shift of Mr. Turner's duties at this time will require the transfer of some one who is now filling a responsible position in our organization. We are finding it almost impossible to obtain trained men for any field of work in the Experiment Station. Consequently, for these two reasons, the first of which is the more important, I hesitate to make a change at this time. I wish to request, therefore, that we be permitted to continue Mr. Turner's services as head of the department of feed and fertilizer control for six months or a year, or at least until we have passed the present peak of difficulties and manpower shortage. Ordinarily, at this time I would submit recommendations for his change of occupation to become effective July 1, but war conditions lead me to request the temporary continuance of his services as head of the department. I hope that this request will be granted.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director

Members of the Committee discussed the policy of the University as it relates to change-of-work, and the desirability of adhering to this policy, and took the following action:

* * * * *

9. Upon motion duly made, seconded and carried, due to the present war emergency, the request of Dean Cooper is granted, and change-of-work status for Mr. J. D. Turner is deferred for a period not to exceed twelve months from the date such change would normally have occurred. It is the understanding that the action in the case of Mr. J. D. Turner is not to be taken as establishing a precedent for extension of the age limit regulation heretofore adopted.

* * * * *

N. Salary Adjustments for County Agricultural and Home Demonstration Agents.

Dean Chamberlain presented letter from Dean Cooper with an attached list of persons who were recommended for salary adjustments.

March 7, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I wish to recommend an increase in salary for our county agricultural and home demonstration agents, as indicated in the attached lists, these increases to become effective March 1, 1945. In a few instances, an increase of \$200 a year is proposed. In such cases it is because the agents in the past had received a larger travel allowance, which it was necessary to reduce. The additional \$100 recommended is to make up for this deficiency.

As you are aware, our county agricultural and home demonstration agent group, as a whole, is underpaid for the services required of them and when their responsibilities are taken into consideration.

Due to resignations and the fact that certain customary expenditures can not be made because of inability to procure materials, we shall have a sufficient accumulation of extension funds to provide for these increases during the current fiscal year and, as I foresee the situation, funds will be available for the continuance of these salary rates at least until after the war. At that time, I look forward to

adjustments which will permit better remuneration for these members of our staff. I strongly recommend these very small increases in salary and I trust that they may have your approval.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director.

LISTS

COUNTY AGRICULTURAL AGENTS

Anderson, Shirley W.	Holland, John W.
Bach, John	Hoover, Wilson R.
Bell, Clarence S.	Hopper, Ray C.
Berge, Harry A.	Howard, James S.
Blue, John W., III	Howell, William B.
Bohanan, Samuel C.	Hubbard, John W.
Brabant, Kenneth	Hume, Robert C.
Brabant, Stuart	Hurst, Hugh
Brame, Forrest S.	Hurt, Joe
Brown, Bennett K. (Colored)	Irvine, John W.
Brown, John C.	Isbell, Samuel L.
Bryan, Charles V.	Jackson, Homer R.
Cochran, John T.	Johnson, Raymond O.
Coleman, James V.	Karnes, Gilbert H.
Collins, William B.	Kent, Samuel B.
Cook, Sherman M.	King, Prichard
Coots, Woodrow	King, Roscoe H.
Craigmyle, Beach	Lay, Carl H.
Culton, Eugene	Long, Henry S.
Dixon, Charlie	McClure, John E.
Duncan, Louis L., Jr. (Col.)	McDaniel, Floyd
Ellis, Justus L.	McDowell, Glen D.
Ewing, John H., Jr.	McGriff, Charles L.
Faulkner, Robert T.	Miller, J. Lester
Feltner, John C.	Miller, J. Homer
Finch, John H. (Colored)	Moore, James F.
Ford, Robert H.	Morgan, Thomas W.
Forkner, Holly R.	Newman, William
Foy, Samuel V.	Northington, Leroy W.
Gabbard, Charles E.	Nute, Raymond E.
Goebel, Nevin L.	Park, Curtis F.
Goff, Charles L.	Parker, J. Ed., Jr.
Graham, John F.	Pope, Henry H., Jr.
Griffin, Marshall C.	Porter, Samuel A.
Hafer, Fred C.	Perkinson, O.D.
Hager, Stanley	Rankin, Robert B.
Hayes, Henry J.	Redd, Obie B.
Heath, Robert M.	Reynolds, Walker B.

Rice, Edgar
 Ridley, Raymond D.
 Rothwell, Herman E.
 Routt, Grover C.
 Rudolph, Robert L.
 Russell, Evan R.
 Salisbury, Durward E.
 Sandefur, Richard M.
 Satterwhite, Frank L.
 Scott, William Dale
 Shelby, Oakley M.
 Spence, Robert F.
 Stephens, James I.
 Straw, William T.
 Talbert, William D.
 Thaxton, Andrew J.
 Thompson, Herbert H.
 Thompson, Joe R.
 Thompson, Warren C.
 Tolbert, James D.

Venable, Keith S.
 Walker, Fletcher C.
 Wallace, Free W.
 Warren, Aubrey M.
 Watlington, John R.
 Watlington, Philip R.
 Watts, Clyde
 Watts, John B.
 Wheeler, Jewell A.
 White, Robert W.
 Whittenburg, Harry W.
 Wicklund, Carl A.
 Wigginton, Robert
 Williams, Arthur A.
 Williams, Gray H.
 Williams, H. Maurice
 Williams, J.B.
 Williams, Leonard B., Jr. (Assoc)
 Young, Troll

Assistants

Gardner, Warren H.
 Granacher, Robert P.

Shouse, Charles D.
 Wadlington, George G.

HOME DEMONSTRATION AGENTS

Amburgey, Frances
 Barlow, Christine
 Beck, Nancy S.
 Binkley, Myrtle
 Bowles, Virginia T.
 Buckner, Margaret S.
 Eyerly, Zelma
 Camenisch, Dorothy C.
 Campbell, Sara T.
 Click, Nell J.
 Colley, Sunshine
 Creech, Wilma R.
 Davis, Rachel L.
 Donnell, Elizabeth
 Elswick, Lucille S.
 Foree, Bina B.
 Gee, Genevieve
 Gentry, Dorothy
 Gillaspie, Mary Hood
 Gillett, Leone
 Grubbs, Jennie C.
 Gulley, Margaret
 Harralson, Ruth E.
 Harris, Lorraine
 Hembree, Lilah
 Hixson, Laverne B.
 Howard, Margaret V.
 Johnson, Fern R.
 Keaton, Alice Glenn

Kelley, Miriam J.
 Littrell, Launa V.
 Lovelady, Venice
 Lytle, Priscilla
 McNutt, Angie M.
 Mason, Sarah Patterson
 Minick, Frances B.
 Morris, Mary Odor
 Murray, Mary Ellen
 Nall, Mildred R.
 Pennington, Heloise
 Perkins, Roxie C.
 Pittman, Lucy G.
 Price, Vandilla
 Ray, Mary Augusta
 Rogers, Mary Belle M.
 Rowland, Rachel
 Russell, Katherine
 Sanderson, Roberta
 Sebree, Kathryn G.
 Sharp, Lois H.
 Smith, Marietta
 Smith, Mary Zella
 Smither, Dorothy G.
 Soper, Frances Poe
 Stevens, Helen M.
 Sullivan, Margaret E.
 Sullivan, Rowena I.
 Van Arsdall, Margaret

HOME DEMONSTRATION AGENTS (continued)

Whittinghill, Eleanor

Williams, Marguerite
Word, Elizabeth.

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The Committee discussed the recommendation and expressed the opinion that, normally, increases should be made at the beginning of the fiscal year. It took the following action:

* * * * *

10. Upon motion duly made, seconded and carried, the salary adjustments requested by Dean Cooper and recommended by President Donovan are granted, and the list is ordered filed with the Secretary.

* * * * *

O. Authorization for Dr. Lyle R. Dawson to Sign for Alcohol.

The Comptroller submitted the following letter, which has been approved by President Donovan:

March 14, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I believe it desirable that the Executive Committee of the Board of Trustees authorize Dr. Lyle R. Dawson to sign in behalf of the Department of Chemistry, University of Kentucky, for the purchase of alcohol for that Department.

At the present time, the Comptroller is authorized to sign for such purchases, but due to the fact that the Department of Chemistry is a large user of alcohol, it would expedite purchases if Dr. Dawson were authorized to sign in behalf of his department. I see no objection, and recommend that such authority be granted if it meets with your approval.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller

* * * * *

11. Upon motion duly made, seconded and carried, it is ordered that, in addition to the authorization heretofore granted to Frank D. Peterson to sign on behalf of the University for purchase, importation and sale of alcohol, such authorization be granted to Dr. Lyle R. Dawson; as head of the Department of Chemistry, University of Kentucky.

* * * * *

P. Payment of Bill for Doctor's Services for Clarence Collins.

The Comptroller presented a bill from Dr. Walter D. Frey for professional services rendered in behalf of Clarence Collins.

March 15, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I submit hereto attached a statement concerning an accident to Clarence Collins, with an invoice from Dr. Walter Frey for professional services rendered in the amount of \$12.00. Dr. Frey is employed as one of the doctors at the Dispensary, but Dr. Chambers tells me it is understood that Dr. Frey will service students only. Therefore, I recommend payment of this bill.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

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MEMORANDUM

To Mr. Frank D. Peterson,
Comptroller
Campus

March 8, 1945

FROM: Mr. E. B. Farris
Chief Engineer
Campus

Regarding an accident to Clarence Collins.

On February 9, 1945, at 1:30 p.m., Clarence Collins, age 48, colored, plaster helper, was mixing plaster in Barker Hall and splashed some lime into his eyes. He was taken immediately to the University Dispensary and received emergency treatment there and was referred to Dr. Walter D. Frey, 200 North Upper Street, by the Dispensary. Dr. Frey treated his eyes and has rendered the attached bill for \$12.00 for professional services.

I wish to recommend that the University pay this bill.

* * * * *

12. On motion duly made, seconded and carried, the Executive Committee authorizes the payment of the bill submitted by Dr. Walter D. Frey in the sum of \$12.00, and it is the express understanding that action on this claim is without commitment as to future action of the Executive Committee on requests for payment of medical and other bills incurred in cases of injury to employees and that the Committee does not establish a precedent and does not admit negligence or liability in paying this doctor's bill.

* * * * *

Q. Budget Changes.

Dean Chamberlain presented a request for budget changes for the Personnel Department and the Department of Journalism.

March 16, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

Following our conversation with respect to the attached letter from Dr. White, I am recommending that an additional appropriation in the sum of \$700 be made to the University Personnel Office to cover the needs of that office for the remainder of the fiscal year. It is understood that the present budget will show a saving of \$120 on the salary of Dr. Ratliff and an additional saving of \$250 in the item of Materials and Supplies. The net increase in the

expenditures of the Personnel Office for the year over the amount originally budgeted will, therefore, be \$330.

Sincerely,

(Signed) Leo M. Chamberlain
Dean of the University
and Registrar.

- - - -
March 17, 1945

Dean P. P. Boyd
College of Arts and Sciences
University of Kentucky

Dear Dean Boyd:

I have discussed with members of the journalism staff and with Mr. Grote, foreman of The Kernel plant, the proposed changes which we explained to President Donovan yesterday. The consensus is that the changes should be made as suggested. Meanwhile, we will begin to draw up our ideas for the new journalism building, and we will begin curricular revisions which will advance us toward the eventual status of a school.

The cost of the changes will be approximately \$400. We will draw up the order just as soon as we receive word from you that the funds have been made available.

Respectfully,

(Signed) Niel Plummer
Head of Department.

Dean Chamberlain also presented request of Dean Taylor to be allowed to use part of the money allotted to salary of Dr. Jesse E. Adams, deceased, for other purposes:

March 14, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

We are going to get along for the rest of the year without a successor to Dr. Adams. This will leave in our budget a considerable sum of money, a part of which we would like to use to bring to the campus two or three specialists in reading who will come and work with the teachers in the University School. The request has come from the teachers themselves. They have developed a real interest in methods of handling reading problems with a group of young people who have learning difficulties that are hard to overcome.

I shall appreciate it if you will give us permission to use a part of the sum of money allotted to a salary for Dr. Adams for this purpose.

Very sincerely yours,

(Signed) William S. Taylor

The Committee asked several questions concerning these budget changes and took the following action:

* * * * *

- 13. On motion duly made, seconded and carried, the Committee ordered that the budget of the Personnel Department be increased in the sum of \$330, and that the budget of the Department of Journalism be increased in the sum of \$400, these amounts to be taken from unappropriated surplus of the University budget. The request of Dean Taylor was approved, in an amount to be approved by the President.

* * * * *

R. Liability Insurance for Geology Trucks.

The Comptroller presented the question of carrying liability insurance on two trucks used by the Department of Geology for field trips in connection with classroom work. The Committee discussed at length the policy of carrying such protection, and recalled that the question had once before been brought to the attention of the Committee. After some discussion the Comptroller was requested to ascertain all facts as to all trucks owned and operated by the University of Kentucky and to present same to the Board at its meeting on April 3, 1945.

S. Work Status of Mr. Pat Hale.

The Comptroller reported that Mr. Pat Hale was employed at the University of Kentucky in June, 1917, and in 1936 was given a change-of-work status and placed on a salary of \$60.00 per month. He stated that Mr. Hale has for the past few weeks been sick and had exhausted any sick leave that might have accumulated, and that Mr. Hale is now 79 years of age and could not do all the duties which might be assigned to him, and asked for direction.

The Committee took the following action:

* * * * *

14. Upon motion duly made, seconded and carried, it having been brought to the attention of the Committee that Mr. Pat Hale is not now able to perform all the duties assigned to him, the Comptroller is authorized to continue Mr. Hale on the payroll until further notice.

* * * * *

T. Injury to Paul Eades.

The Comptroller brought to the attention of the Committee an injury which occurred to Mr. Paul Eades while working on the campus of the University. He stated that Mr. Eades had been carried on the payroll and had used up all sick leave and vacation time that had accumulated to him, and, at the direction of the doctor, he had been prohibited from returning to work, and asked for direction.

The Committee took the following action:

* * * * *

15. Upon motion duly made, seconded and carried, it appearing to the Committee that Mr. Paul Eades was injured in the pursuit of his duty and is not at this time able to return to his duties, the Comptroller is authorized to continue Mr. Eades on the payroll until further notice.

* * * * *

U. Death of Dr. Jesse E. Adams.

The Committee took note of the death of Dr. Jesse E. Adams, and passed the following resolution:

RESOLUTIONS OF THE UNIVERSITY FACULTY ON THE DEATH
OF PROFESSOR JESSE E. ADAMS

With the passing of Professor Jesse E. Adams on March 9, 1945, the University of Kentucky suffered the loss of a valued member of its staff. After a rich and varied experience gained in the public schools and colleges of his native state, Indiana, he came to the University of Kentucky to become professor of the Philosophy of Education Department in the College of Education in 1925. He served the University faithfully and well in different capacities for 20 years.

Professor Adams was first of all a born teacher. He loved to teach as a poet loves to write or an artist to paint. He had a keen sense of humor and a mastery of the spoken word such as few men possess. He sought to inspire the learner as well as to instruct him. He strove to stimulate the student's thinking rather than merely providing him with ready-made conclusions or filling his mind with facts he might never know how to use.

Professor Adams was also a productive scholar and author of distinction. He was a frequent contributor to professional journals. He was the author of a speller of which three million copies were sold. He was joint author of An Introduction to Education and the Teaching Process, a college textbook which has been widely used as a text throughout the nation.

Professor Adams was a valued counselor of youth. His students were his friends. To him they brought their troubles and he was never too busy to help them attempt to view the problem from every angle. He directed scores of master's theses and about one dozen doctoral studies.

From 1932 to 1941 Professor Adams was director of the University's summer school. He also was acting dean of the Graduate School for a semester in 1942 while Dean Funkhouser was on sabbatical leave.

Professor Adams was active in numerous professional and civic organizations of which he was a member. He served as president of the local chapter of the American Association of University Professors for two years and was adviser of Phi Delta Kappa for three years. He was the first president of the Faculty Club of the University of Kentucky. He also served as president of the Lexington Kiwanis Club.

His passing is a distinct loss to the University and to the State.

(Signed) M. E. Ligon

" Lyman V. Ginger

" C. C. Ross.

* * * * *

16. Upon motion duly made, seconded and carried, the above resolution is ordered placed in the minutes and the Secretary is directed to send a copy to the bereaved family.

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V. 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

Charles F. Isackes, visiting lecturer in Social Work, appointment continued for the Spring Quarter.

Dr. Margaret Hotchkiss, assistant professor of Bacteriology, effective March 1, 1945.

J. B. Kelley, part-time graduate assistant in the Department of Chemistry, effective March 19 through June 19, 1945.

Mrs. Marjorie Pfeffer, instructor in Psychology, appointment continued through June, 1945. Mrs. Pfeffer is substituting for Mrs. Ratliff, whose leave of absence is being extended.

Anna Lea Schoulties, part-time graduate assistant in the Department of Chemistry, appointment continued through June, 1945.

Dr. William F. Church, assistant professor of English history, effective July 1, 1945. Dr. Church is to be granted military leave. Upon his return from military service he will assume his duties in the Department of History. Dr. Church is appointed to succeed the late Professor Ellery L. Hall.

Professor Irwin T. Sanders, now on leave without salary until the close of the Winter Quarter, 1945-46, as head of the Department of Sociology, effective with the beginning of the Spring Quarter, 1944-45. Dr. Sanders is to be on permanent appointment.

Dr. C. Arnold Anderson, associate professor of Sociology for 1945-46. This is to be effective July 1, 1945, and Professor Anderson is to begin work with the first term of the 1945 Summer Quarter, June 11, 1945. Professor Anderson is to be appointed acting head of the department during the absence of Professor Sanders.

Professor John E. Reeves, now on leave with the Revenue Department at Frankfort, to teach Public Administration in the spring quarter, effective at the beginning of the quarter, March 20, 1945. Professor Reeves will offer the course in the evening.

Leaves of Absence

Grant C. Knight, Professor of English, elected "Distinguished Professor" for 1944-45 by the Arts and Sciences Faculty, given leave of absence on salary for the Spring Quarter to carry on research and do writing.

Mrs. Margaret M. Ratliff, assistant professor in the Department of Psychology, on leave without salary for the Winter Quarter, granted an extension of leave through the Spring Quarter, without pay.

Amry Vandenbosch, Professor and Head of the Department of Political Science, returned from leave, which terminated February 28, 1945. Dr. Vandenbosch resumed his duties March 1, 1945.

Salary Adjustment

Dr. William Clayton Bower, part-time professor of Sociology, promoted to part-time professor and acting head of the department, with adjustment in salary. Dr. Bower's duties are being increased during the coming quarter.

Resignations

Jane B. Wigginton, student assistant in the Department of Sociology, effective March 31, 1945.

Valva C. Midkiff, graduate assistant in Chemistry, effective March 17, 1945.

College of Agriculture and Home EconomicsAppointment

Roy Lee Ballard, graduate assistant in Farm Economics, effective March 20 to May 31, 1945.

Salary Adjustment

Jim Noble, field helper in forest land use project, adjustment in salary, effective March 1, 1945.

Resignations

Newell Blair, assistant county agent at Bowling Green, Ky., effective February 17, 1945.

Gladys S. Peyton, colored home demonstration agent at Hickman, Ky., effective February 26, 1945.

Hollis Henson, county agent at Staunton, Ky. Mr. Henson has been called for military service, and his resignation was effective February 28, 1945.

P. G. Grimwood, county agent at London, Ky., effective February 28, 1945.

College of EducationAppointments

Miss Carolyn Schoeffler, seventh grade critic teacher, effective March 12, 1945. Miss Schoeffler will fill the vacancy left by the resignation of Mrs. Esther N. Adams.

Mrs. Betty Ginger, study hall supervisor (temporary). Mrs. Ginger will substitute for Mrs. Triplett, who is on temporary leave.

Salary Adjustment

Mrs. Mayme Shepherd, supervisor, adjustment in salary for the month of March only, based on difference caused by 8-month school term and 7-month school term in Jackson County.

Resignations

Mrs. Esther N. Adams, critic teacher, seventh grade, effective March 1, 1945.

Miss Florence Landrum, secretary part-time, in the Department of Elementary Education, effective March 17, 1945.

Mrs. Ethel Welborn, secretary, effective March 15, 1945.

Report of Death

Dr. Jesse E. Adams, professor of Philosophy of Education, March 9, 1945.

College of CommerceResignation

Sarah Bogan, student assistant, effective March 18, 1945.

Graduate SchoolAppointments to Graduate Faculty

Dr. H. E. Wetzel, professor and head of the Department of Social Work, effective March 20, 1945.

Dr. J.R.Schwandeman, professor and head of the Department of Geography, effective March 20, 1945.

Department of University Extensionadjustments in Salary

Adjustments in Salary for the persons listed below for their services in the forums sponsored by the Department of University Extension: James W. Martin, Alberta W. Server, Henry Noble Sherwood, Thomas D. Clark, Sarah B. Holmes, John Kuiper.

Office of the Dean of Menappointment

Mrs. Bertha Bruce, housemother on temporary appointment, effective February 1, 1945.

Department of AthleticsAppointments

Lew Bostick, assistant football coach, for a two-year period, effective April 1, 1945.

Elmer Gilb, part-time assistant football and basket ball coach, on nine months' basis, effective June 15, 1945, until March 15, 1946.

Salary Adjustment

A. D. Kirwan, Coach, additional duties as instructor for the months of January, February, March and April, 1945; with adjustment in salary for the same period.

University Health ServiceResignation

Miss Esther Montgomery, registered nurse, effective March 17, 1945.

Student Union GrillSalary Adjustment

Laurence Roberts, manager, salary adjustment, effective January 1, 1945.

Maintenance and OperationsAppointment

Mrs. Helen Elizabeth Scully, stenographer, effective March 1, 1945. Mrs. Scully is appointed to fill the vacancy left by the promotion of Miss Evelyn Lee Weber, who has been made secretary.

Resignation

Mrs. Mary Lucille Day, secretary, effective March 1, 1945.

Young Men's Christian AssociationSalary Adjustment

Martha B. Huber, associate secretary, adjustment in salary, effective as of July 1, 1944.

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

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W. Adjournment.

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18. Upon motion duly made, seconded and carried, the Executive Committee adjourned at 12:45 p.m.

* * * * *

Frank D. Peterson
Secretary, Executive Com-
mittee,
Board of Trustees.