

Minutes of the Regular Quarterly Meeting of the Board of Trustees of the University of Kentucky of December 11, 1934.

The Board of Trustees of the University of Kentucky met in President McVey's office at the University of Kentucky December 11, at 10:30 a. m., that being the date of the regular quarterly meeting. The members of the Committee present were Governor Ruby Laffoon, chairman; Judge R. C. Stoll, Miller Holland, Dr. George Wilson, G. C. Wells, Robert G. Gordon, James R. Rash, Eugene Flowers, Commissioner of Agriculture; W. A. Hanna, Louis Hillenmeyer and J. B. Andrews. This was the first meeting attended by Mr. Hanna, who was appointed to membership 3rd day of December, 1934.

1. Minutes Approved.

The minutes of the regular meeting of the Board of Trustees of September 18, 1934, were approved as published. The minutes of the meeting of the Executive Committee of October 23, 1934, were approved as published.

2. Financial Report.

The Business Agent filed a statement of condition of finances as of October 31, 1934, and a statement of condition of finances as of November 30, 1934. These statements were received, and the statement of condition of finances as of November 30, 1934, was ordered inserted in the minutes of this meeting.

EXHIBIT "B"

Statement of Income and Expenditures
Month of November 1934

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year To Date</u>
General Fund Income			
Federal Appropriation	7,125.00	7,125.00	14,250.00
Interest on Endow. Bonds	2,162.50		2,162.50
Interest on Lib. Loan Bonds	850.00		850.00
Vocational Education Board	3,634.28	4,258.69	7,892.97
State Appro.-Back Salaries	71,100.00		71,100.00
State Appro.-Repairs to Buildings		276.42	276.42

State Appro.-Summer School	9,000.00		9,000.00
Special Agri. Appro.	12,371.72		12,371.72
State Appro. - General	245,302.78	12,849.90	258,152.68
Student Fees	93,222.36	6,792.89	100,015.25
Student Fees - Summer Sch.	39,745.74	360.25	40,105.99
Student Fees - Un.High Sch.	4,200.00	170.00	4,370.00
Student Fees - El.Tr.Sch.	3,430.00	59.00	3,489.00
Student Fees - Un. Exten.	7,086.96	2,410.56	9,497.52
Miscellaneous Receipts	2,585.75	410.92	2,996.67
Rentals	1,013.00	326.60	1,339.60
Men's Dormitories	6,420.85	1,662.00	8,082.85
Total	<u>509,250.94</u>	<u>36,702.23</u>	<u>545,953.17</u>
Expenditures			
Instruction	217,344.80	71,556.04	288,900.84
Adm., Expense & Maint.	96,711.18	19,974.89	116,686.07
Additions and Betterments	2,757.10	2,509.23	5,266.33
Total	<u>316,813.08</u>	<u>94,040.16</u>	<u>410,853.24</u>
Excess of Income over Expenditures	<u>192,437.86</u>	<u>(57,337.93)</u>	<u>155,099.93</u>
Patterson Hall Income			
Board	11,838.92	9,763.09	21,602.01
Miscellaneous Receipts	65.00		65.00
Room Rent - Summer Sch.	1,323.75	2.25	1,326.00
Total	<u>13,227.67</u>	<u>9,765.34</u>	<u>22,993.01</u>
Expenditures			
Expense	5,919.25	1,812.38	7,731.63
Additions and Betterments		25.50	25.50
Total	<u>5,919.25</u>	<u>1,837.88</u>	<u>7,757.13</u>
Excess of Income over Expenditures	<u>7,308.42</u>	<u>7,927.46</u>	<u>15,235.88</u>
General Fund Income	522,478.61	46,467.57	568,946.18
General Fund Expenditures	<u>322,732.33</u>	<u>95,878.04</u>	<u>418,610.37</u>
Excess of General Fund Income over Expenditures	199,746.28	(49,410.47)	150,335.81
Accounts Payable - liquidated	(71,100.00)		(71,100.00)
Excess of Expenditures over Receipts for General Ledger Accounts	<u>(87,785.03)</u>	<u>52,278.40</u>	<u>(35,506.63)</u>
Excess of Receipts over Expenditures for the fiscal year to date - General Fund	<u>40,861.25</u>	<u>2,867.93</u>	<u>43,729.18</u>

Excess of Receipts over Expenditures for the fiscal year to date - General Fund		43,729.18
Cash in Bank July 1, 1934 - General Fund		<u>(4,289.95)</u>
Cash in Bank November 30, 1934 - General Fund		<u>39,439.23</u>

Experiment Station Income		
Hatch - Federal Appro.	7,500.00	7,500.00
Milk and Butter - Cash Rec.	3,369.45	632.27
Beef Cattle Sales	239.89	
Dairy Cattle Sales	357.75	
Sheep Sales	61.11	
Swine Sales	230.67	
Poultry Sales	463.95	100.80
Farm Produce Sales	286.96	28.45
Horticultural Sales	263.35	
Seed Test	820.40	56.50
Seed Inspection	3,119.44	146.61
Rentals	2,552.68	169.67
Miscellaneous	875.16	13.95
Fertilizer - Fees	5,263.50	2,026.51
Public Service - St. Appro.	6,582.09	222.71
Public Service - Misc. Rec.	5.00	
Feeding Stuffs - Fees	10,114.55	2,081.70
Adams - Federal Appro.	7,500.00	
Serum - Sales	284.68	35.56
Serum - Virus Sales	25.15	5.85
Serum - Supply Sales	44.55	4.25
Serum - Misc. Receipts		8.75
State Appropriation	20,287.64	4,303.06
Creamery - License Fees	6,226.55	12.00
Creamery - Testers Lic.	1,904.02	24.00
Creamery - Glassware Tested	310.47	17.28
Robinson - State Appro.	3,656.70	910.81
Robinson - Misc. Receipts	1,751.91	
West Ky. - State Appro.	4,494.10	1,820.78
West Ky. - Misc. Rec.	1,506.88	2,139.91
Purnell - Federal Appro.	30,000.00	
Nursery Inspection - State Appro.	450.00	150.00
Nursery Inspection - Fees	1,032.42	115.00
Blood Test	20.75	
Total	<u>121,601.77</u>	<u>15,026.42</u>
		<u>136,628.19</u>
Expenditures		
Expense	88,502.23	23,025.84
Additions and Betterments	4,833.88	139.82
Total	<u>93,336.11</u>	<u>23,165.66</u>
		<u>116,501.77</u>

Excess of Income over Expenditures	28,265.66	(8,139.24)	20,126.42
Excess of Expenditures over Receipts for General Ledger accounts	<u>(18,452.43)</u>	<u>(2,050.11)</u>	<u>(20,502.54)</u>
Excess of Expenditures over Receipts	<u>9,813.23</u>	<u>(10,189.35)</u>	<u>(376.12)</u>
Excess of Expenditures over Receipts for the fiscal year to date - Experiment Station			(376.12)
Cash in Bank July 1, 1934 - Experiment Station			<u>13,586.85</u>
Cash in Bank November 30, 1934 - Experiment Station			<u>13,210.73</u>
Extension Division Income			
Federal Smith-Lever	74,154.38		74,154.38
Federal Add. Co-op.	15,500.00		15,500.00
Federal Supplementary	26,545.52		26,545.52
Federal Capper-Ketcham	18,400.49		18,400.49
State Smith-Lever	56,899.10	4,931.50	61,830.60
County and Other	1,462.69	126.66	1,589.35
Total	<u>192,962.18</u>	<u>5,058.16</u>	<u>198,020.34</u>
Expenditures			
Expense	<u>128,678.03</u>	<u>30,726.68</u>	<u>159,404.71</u>
Excess of Income over Expenditures	<u>64,284.15</u>	<u>(25,668.52)</u>	<u>38,615.63</u>
Excess of Income over Expenditures for the fiscal year to date - Extension Division			38,615.63
Cash in Bank July 1, 1934 - Extension Division			<u>(585.04)</u>
Cash in Bank November 30, 1934 - Extension Division			<u>38,030.59</u>
Trust Fund Income			
Student Loan Fund	261.55	306.90	568.45
Student Notes Paid	856.42	570.23	1,426.65
Total Receipts	<u>1,117.97</u>	<u>877.13</u>	<u>1,995.10</u>
Expenditures			
Expense	4,162.22		4,162.22
Student Notes		15.00	15.00
Total Expenditures	<u>4,162.22</u>	<u>15.00</u>	<u>4,177.22</u>
Excess of Expenditures over Receipts	<u>(3,044.25)</u>	<u>862.13</u>	<u>(2,182.12)</u>
Excess of Expenditures over Receipts for the fiscal year to date - Trust Fund			(2,182.12)
Cash in Bank July 1, 1934 - Trust Fund			<u>3,823.72</u>
Cash in Bank November 30, 1934 - Trust Fund			<u>1,641.60</u>

Summary

General Fund Income	522,478.61	46,467.57	568,946.18
Experiment Sta. Income	121,601.77	15,026.42	136,628.19
Extension Div. Income	192,962.18	5,058.16	198,020.34
Trust Fund Income	261.55	306.90	568.45
Total	<u>837,304.11</u>	<u>66,859.05</u>	<u>904,163.16</u>
General Fund Expend.	322,732.33	95,878.04	418,610.37
Experiment Sta. Expend.	93,336.11	23,165.66	116,501.77
Extension Div. Expend.	128,678.03	30,726.68	159,404.71
Trust Fund Expend.	4,162.22		4,162.22
Total	<u>548,908.69</u>	<u>149,770.38</u>	<u>698,679.07</u>
Excess of Income over Expenditures	288,395.42	(82,911.33)	205,484.09
Accounts Payable - liquidated	(71,100.00)		(71,100.00)
Excess of Expenditures over Receipts for General Ledger accounts	(106,237.46)	50,228.29	(56,009.17)
Student Loan Fund - Notes	856.42	555.23	1,411.65
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund	<u>111,914.38</u>	<u>(32,127.81)</u>	<u>79,786.57</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund			79,786.57
Cash in Bank and on hand July 1, 1934 - Combined Fund			<u>14,535.58</u>
Cash in Bank and on hand November 30, 1934 - Combined Fund			<u><u>94,322.15</u></u>

Abstract of item shown on statement of Income and Expenditures as "Excess of Expenditures over Receipts for General Ledger accounts \$56,009.17"

	Debit	Credit
Accounts Receivable	<u>53,279.89</u>	
Insurance Paid in Advance	1,016.53	
Sundry accounts	<u>1,712.75</u>	
	<u>56,009.17</u>	

3. President McVey's Quarterly Report.

President McVey's quarterly report, ordered inserted in the Minutes, follows:

REPORT OF THE PRESIDENT
FOR THE
SECOND QUARTER, 1934-35

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Membership of the Board of Trustees. I have to report at the opening of this meeting that two new members have been added to the Board to succeed E. O. Robinson, deceased, and Dr. W. W. Wash, deceased. Mr. Joseph D. Haydon, Superintendent of L. & N. Railroad Division at Ravenna, was appointed by Governor Laffoon to succeed Mr. Robinson. From the State Board of Agriculture Mr. William C. Hanna, of Shelbyville, was appointed to succeed Doctor Wash. My attention has been called to the resignation of Mr. C. O. Graves of Georgetown, which was sent to Governor Laffoon some time ago. No successor has been appointed. When this appointment is made the Board of Trustees will have a full membership for the first time in a number of years.

Attendance. The only way in which to determine the enrollment of an institution is to take the figures for a given day in each year. On October 15, 1934, there were 2,325 men and women registered in the University. Of this number 1,847 were men and 478 were women. In comparing the enrollment this year with that of last year on the corresponding date an increase of 15% is shown. There are 50 more seniors, 43 more juniors, 53 more sophomores and 197 more freshmen than there were registered last year. In the Graduate School on October 15 there were five fewer than last year. In this statement I have just made it must be remembered that the Summer School and Extension students are not included. If these were added it would be necessary to increase the number by 1,448 for the Summer Session and 2,402 for the Department of University Extension. The total number of individual students attending the University of Kentucky for the year will approximate 6,675.

University of Kentucky Expenditures. From 1918 to 1932 there was a steady increase in expenditures for educational purposes at the University of Kentucky. The table which is attached shows that such expenditures rose to the sum of \$991,287.11 in 1932. Since then the amount expended on educational purposes has fallen 24%. In 1918 the inventory of buildings for the general campus was \$503,750.00 and in 1934 the figures shown on the books of the University show \$3,491,586.18 in buildings. The Experiment Station buildings in 1918 are listed at \$193,935.00, and in 1934 at \$382,554.35. The teaching equipment has increased in value from \$189,281.37 in 1918 to \$792,896.16 in 1934; and the Experiment Station equipment from \$109,476.16 in 1918 to \$209,349.09. These figures show a substantial betterment of equipment and buildings, but it should be pointed out that the University has no provision for

depreciation. Consequently, the figures must be discounted by a considerable degree.

The Graduate School. The largest enrollment in the Graduate School at any time is in the Summer Session. The enrollment for last year on October 15 was five more than for the same date this year. As time goes on, the University of Kentucky must increase its graduate offerings and it is quite important that such offerings should be strengthened from year to year. The University has been recognized and accepted by various accrediting agencies, but it is not a member of the Association of American Universities, though it is on the list of that organization as an approved institution. To become a member of the Association of American Universities it is necessary that the University of Kentucky shall maintain a high standard of graduate work and have the necessary library and equipment that go with such a standard. There are now eight departments in the University of Kentucky offering work leading to the doctor's degree. Recently the American Council on Education set up a committee to study the institutions giving the doctor's degree. There has been a good deal of criticism of the methods employed by this committee, not only by those who did not get on the approved list, but also by those who did. The University was not on the list, though it received a considerable vote in six of the eight departments now offering the doctor's degree. There appears to be need for careful study of the offerings now made by the University and greater activity on the part of the staff in the way of writing, research and study in the graduate fields. Graduate work is expensive but is fully justified in its results. The University needs books and apparatus for work in the graduate field.

Growth of the Library. The Library was increased by 17,700 books last year. It has a total of 165,000 volumes at the present time. This increase over the last year is a notable achievement. Many gifts have been received, particularly older books. It would be well for the University to canvass the State for books and manuscripts for the University Library. At the last session of the Legislature an act was passed authorizing the University to receive duplicates from the State Library, and another law was passed authorizing the counties to give old records and statute books to the University. In making provision for these gifts the Library needs shelving and cases, particularly the last, to take care of old manuscripts such as letters and diaries.

Government Functions. The University has been called upon many times in the last few years to furnish men for government work. It has been the custom to lend them to the Government for short periods rather than transfer them to the federal government activities. This practice has been followed by the Extension and Experiment Station Director and cooperation has been developed thereby. A very heavy burden has fallen on the men and women in the Extension service in connection with hog, corn, wheat and tobacco crop adjustments. The work has been well done and on the whole with comparatively little friction. Now comes the process of rural rehabilitation and the Government is building up a staff recruited largely from extension workers.

The FERA has been utilized by the University under the provisions of the act. The number of students receiving such assistance is 279. The purpose of the University has been not to make work, but to use the additional help to assist in various matters of importance to departments and colleges. The result is, the entire group has been put to work in different departments. The departments have developed a great number of needs which were evidently not taken care of in the past, or only partly done.

Problems in Education. One of the problems of education is to bring it up to the needs and requirements of the present. It is essential that instruction should be adapted to present conditions and endeavor made, as far as possible, to throw light upon them and assist the student to meet new situations. This may be illustrated by the request that courses be offered to fit a person for service in the National Re-employment Service. This field calls for trained men and women, and as things stand now, they are difficult to get. Another field taken up by the University in connection with the government is the Nursery School established in the College of Education. The school is in an experimental stage. The University is feeling its way and hopes to answer the question whether the school should be organized as a permanent thing. If this nursery school is permanent, after the next six months, the University will have to make more adequate provisions for it. The necessary equipment would include a house, equipment and some assistants.

Alumni Relations. It is quite evident that any study of alumni relations would indicate a need of reorganization at the University. The question arises as to what type of organization should be brought into existence. For some years the Alumni Association has been conducting some of the work, but it finds it increasingly difficult to provide for a secretary and any sort of a publication. Should this organization be taken over by the University, allowing the alumni to arrange for dinners, class reunions and the development of alumni clubs throughout the state and country? If this plan is followed the maintenance of the alumni directory, the publication of alumni news and the establishment of contacts would be carried on by the University. Here is a very important matter that should be given careful attention by the University.

It has been suggested that a division of public relations be set up and that this division would include in its organization alumni relations, publicity, extension and a placement bureau. The purpose of putting these different types of work in one organization is to coordinate them and bring to them a certain workable policy that would apply to all, and to a certain extent, prevent duplication. Some study has been made and a more definite recommendation will be made at a future meeting.

Campus Conditions. There are a good many things which should be done on the campus. Through the agency of the C. W. A. six or seven buildings were painted, some grading provided, walls built, and murals painted and placed in the library and the Memorial Hall. There is much more to be done. There is a very great need for repairs on the buildings, especially the older ones. The roads and walks of the University should be rebuilt. More painting should

be done and repairs provided in many places.

It is likewise essential that the University should take up the question of a heating plant for the whole campus. Some inquiries have been made in this direction, but nothing definite has been done. There is still some hope that something may yet come out of the Public Works Administration and the University may secure funds for the erection of a student union building. This matter is much in the minds of the students and is called to my attention from time to time with a good deal of emphasis.

Taken all in all, the University has been going along satisfactorily in view of the restrictions arising out of decreased income. Much is needed and the interest of the Board of Trustees in the work of the University should be given it with increased study of its problems. The devotion of the Board to the University in the past has been of the highest order. In this particular time we need all of the wisdom, encouragement and comment that we can secure on the problems which face the University.

I come to the end of this report with the sorrowful news of the death of Dr. D. J. Healy, bacteriologist in the Experiment Station. Doctor Healy has been associated with the University of Kentucky since 1910. He was a graduate of McGill University, a student of biology, and distinguished in some of the work he had done in this field. The University and his colleagues will miss him as student and friend.

4. Student Loan Fund.

President McVey submitted the following communication from Dean Jones:

According to the records of the Business Office the Loan Fund has cash on hand \$972.47; on October 1st Mr. Peak invested for us \$4,162.22 -- a total of \$5,134.69. About October 15th last year we loaned \$200. So that we have collected to date almost \$5,300.

Funds not invested were ordered invested in State Warrants or other good securities.

5. Real Estate Purchases Not Considered.

President McVey presented letters from real estate agents offering for sale property of Mrs. Mattie Yager fronting 143 feet on Euclid Avenue. It was ordered that notation of the offer be made in the Minutes, together with the statement that the condition of finances of the University is such that the Board is not in position to consider purchases of real estate.

6. Radio Broadcasting Service.

President McVey presented a letter from Mr. Credo Harris, General Manager of WHAS, radio station of the Courier Journal and the Louisville Times, relative to probable shift of time of service to the University, as indicated in following quotation from Mr. Harris' letter:

You are doubtless aware of the fact that all chain outlets are under contract to the parent organization to clear time when the demand is made upon them. This is a matter of necessity to the chain, because its commercial department sells a national advertiser a large schedule, and the advertiser buys the basic network which means a stated number of stations over the country. If any one of these outlets should arbitrarily refuse to carry the programme, the chain would be not only embarrassed but suffer a financial loss. These are the principal reasons why stations are put under contract to clear time upon demand.

We have now reached a place where the chain positively demands a portion of that noon period, and we are using all of the diplomatic efforts within our ken to save it for you, instead of giving you the same amount of time at slightly different places.

President McVey was authorized to act for the University in making adjustments with Mr. Harris.

7. Printing by the Kernel Press.

The Central Kentucky Employing Printers Association made complaint through Judge R. C. Stoll that the Kentucky Kernel's job printing plant has been doing printing for persons and organizations outside of the University campus, and stating that the soliciting and acceptance of such printing is unfair to Lexington printers. After hearing the complaint the Board by motion duly seconded and passed ruled that printing by the Kernel or other University or campus printing concerns should be confined to students and faculty, campus organizations, and University printing in so far as such is permissible.

8. Purchase of Set of the American Journal of International Law.

Dr. A. Vandenbosch, head of the Department of Political Science, recommended the purchase of a set of the American Journal of International Law, the listed price being \$450.00. President McVey was authorized to make the purchase provided he considers funds available for that purpose.

9. Proposed Change in Euclid Avenue to Intersect with Bolivar Street.

Mr. Hillenmeyer at request of Lexington city officials presented a blue print prepared by city officials showing a suggested change in Euclid Avenue. The change would cut from the southeast corner of University property a section extending about 200 feet on South Limestone Street. The street would then extend through the vacant lots on the west side of South Limestone Street, extending to South Upper Street, opposite the intersection of Bolivar Street. It was stated that the change would be of benefit in the control of traffic by the city, especially in that it would afford better parking facilities for events held at Stoll Field, the University Gymnasium and the Training School Building, and that such advantages would inure to the benefit of the University.

The Board recognized merit in the suggestion, but it was deemed advisable to defer action pending further investigation, and a motion was made and passed referring the matter to President McVey and Superintendent Crutcher for a conference by them with the officials of the city and the city zoning committee. They are to determine whether or not the change will be advantageous to the University and to the city, the damage, if any, to University property, its building plans, and effect upon its rights and privileges; to determine the lines of the street and the disposition of property on northeast corner of Limestone Street adjoining University property not used in the changed street. Their report is to be made to the Executive Committee, power being conferred on that body to act.

10. Deeds and Contracts - Robinson Station.

At the meeting of the Board, September 18, 1934, purchase from Miles Back and wife of land adjoining Robinson Station at Quicksand, Kentucky, was authorized. Dean Thomas Cooper reported that the transactions have been completed, and produced the contract of purchase, abstract of title and deed, with notation on the back thereof; "Recorded in Deed Book 70, page 422", the certificate of the county clerk of Breathitt County being endorsed at bottom of deed. Copies of the foregoing papers were ordered inserted in the Minutes, and the writings were ordered placed in University files. See Appendix.

A collateral agreement in connection with the conveyance between Miles Back and the University of Kentucky referring to tearing down buildings, rebuilding, rents and tenant contracts was presented by Dean Cooper, approved by the Board and ordered inserted in the Minutes. See Appendix.

The Board ratified, confirmed and approved the signing of each of the aforesaid contracts by R. C. Stoll, chairman of the Executive Committee, and D. H. Peak, Secretary of the Board of Trustees.

11. C. C. C. Camp Site - 51 - Rental.

Public voucher in amount of \$1.00 (payment has been made) for rental of Camp Site - 51 - C.C.C., Co. 547, Noble, Kentucky, for period of June 1, 1933, to July 30, 1934, together with the signing thereof by D. H. Peak, Business Agent, and return to J. E. Wilkins, Captain, was approved. See Minutes of the Meeting of the Executive Committee of June 30, 1934, item 10, for renewal of the lease.

12. Agreement - T. V. A.

Dean Cooper presented through President McVey a tentative agreement headed as follows:

STATEMENT
AND
MEMORANDUM OF UNDERSTANDING
Between
THE UNITED STATES DEPARTMENT OF AGRICULTURE
THE TENNESSEE VALLEY AUTHORITY
And
THE AGRICULTURAL COLLEGES OF THE STATES OF
VIRGINIA, NORTH CAROLINA, GEORGIA, KENTUCKY,
TENNESSEE, ALABAMA, AND MISSISSIPPI

Relative to

Systematic Procedure for a Coordinated Program of Agricultural
Research, Extension, and Land-use Planning within the
Region of the Tennessee Valley Authority.

The memorandum of agreement was approved on motion of Mr. Gordon, the full text being set out in Appendix hereto.

13. Tobacco Warehousemen's Contribution Accepted.

Letter of Dean Cooper:

In 1932 the Lexington tobacco warehousemen contributed \$600.00 for the purpose of furthering the work which we are doing in assisting the farmer, particularly the tobacco grower. All of the warehousemen are tobacco growers, and have expressed their appreciation of the service which is being rendered by the College of Agriculture to farmers in keeping them informed as to the best method of producing and selling their products, and hope that we will be able to continue this service.

The Association has offered a contribution of \$650.00 this year, particularly to aid in giving marketing information. This contribution will be most helpful in our work. I recommend that the Board of Trustees authorize the acceptance of the fund for the agricultural extension division, and permit its use for aiding in the development of market information on tobacco.

By motion duly seconded and carried the offer was accepted and Dean Cooper was authorized to receive the contribution to be used as set out in the letter copied above.

14. Heating System - Western Kentucky Station.

The Business Agent was authorized to sign contract with B. N. Lusby and Company, Princeton, Kentucky, to furnish all labor and materials necessary to complete heating system by installation of direct radiation in the large assembly room of the Service Building, at Western Kentucky Station; consideration \$1095.00.

15. Farm Purchases - Not Considered.

Dean Cooper presented through President McVey a letter from T. O. Dawson, Birmingham, Alabama, dated November 17, 1934, offering for sale the T. O. Howard farm near Experiment Station farm. It was ordered that notation of the offer be made in the Minutes together with the statement that the condition of finances of the University and Experiment Station is such that the Board is not now in position to consider purchase of real estate.

16. Central Heating Plant.

President McVey reported that, acting on the authority given him by Item 18, Minutes of the Executive Committee October 23, 1934, to make inquiries as to competent engineer to study the problem of a central heating plant, he had made progress by consulting the corporation of Warren and Ronald, Louisville, Ky. He presented a communication from that corporation containing the following proposal: "We will make a preliminary survey and estimate, prepare working drawings and specifications, and supervise this installation for the sum of 6 per cent of contract price."

President McVey stated that this proposal is the usual one for construction and supervision, and is not in line with the service desired. The Board authorized him to make further inquiries according to authority conferred by the Minutes referred to above.

17. Coal and Mineral Tests - Proposed.

A letter from Dean W. E. Freeman in which he suggests the establishment of a Bureau of Engineering Service was presented by President McVey for the Board's consideration. The letter sets forth in detail benefits to the University and to the public of a mineral testing service (especially coal), stating that complete analysis and prompt reports can not now be had in Kentucky. The work is proposed to be done in the Department of Metallurgy, College of Engineering, the letter suggesting the personnel for the laboratory work, the character of analyses and suggested charges therefor, estimating the amount of income to be derived therefrom.

It was the consensus of opinion of the members of the Board present that the proposed project is desirable, but that careful study thereof should be made before action is taken by the Board. President McVey was asked to make further inquiries in regard to the project, and to make report.

18. Entrance to Gymnasium Annex.

Through the Superintendent of Buildings and Grounds, Mr. Potter, head of the Department of Physical Education, made request that an entrance be made from Limestone Street to the south gymnasium floor, Gym Annex, setting forth the advantages and necessity thereof. The cost of the work, estimated by Superintendent Crutcher, is \$62.00. On motion and second it was ordered that the entrance be made in accordance with the suggestions offered and the estimated cost.

19. Painting - Geological Museum.

Superintendent Crutcher reported to President McVey that the walls and ceiling in the Geological Museum Hall (Old Chapel) damaged by the July storm are being repaired, suggesting the need of painting. He suggests material reduction in cost on account of scaffolding (for plastering) now in place, estimating the cost at \$238.00. In view of the fact that the cost of painting is partially covered by insurance payments made on storm damage, the painting was duly authorized on motion and second.

20. Elevator Cables - McVey Hall.

President McVey reported the following letter from Superintendent Crutcher:

The main cables have worn to the danger point. They are badly frayed and no one can foretell how much longer they will continue to carry the load safely. Authorities on elevators tell us these cables have given exceptional service and have lasted far beyond the normal life of such things. A new set will cost \$97.85 installed.

On motion and second the purchase and installation were authorized.

21. K. E. R. A. Projects. Report of Superintendent Crutcher.

The K. E. R. A. has approved a general project for the University known as 35-B1-42. I made application on October 26 and 18 common laborers were out to work on roads November 23. The application covers general labor, construction and repairs. They will furnish us 36 common laborers, 8 carpenters, 2 bricklayers, 4 stone masons and 2 sheet metal and roofing men, a total of 52 men for 12 weeks. I propose using most of the common labor to finish up uncompleted road-work left over from last spring's C. W. A. This work will not cost the University any money. The non-cost projects are here listed: -

1. Complete Road - Agricultural Engineering Building.
2. Complete Road - McVey Hall to Graham Avenue.
3. Wall up drainage ditch south of McVey Hall.
4. Sidewalk - North of Training Building.
5. Sidewalk - South of Service Building.
6. Grading, Training School Playgrounds.
7. Grading - Front of Memorial Hall.
8. Grading - East of Civil and Physics Building.
9. Complete - Tennis Courts.
10. Miscellaneous grading and repairs to roads and walks.

The following projects have materials provided for in Budget C.

1. Repairs to porch, Patterson Hall.
2. Repairs to Main Building.
3. Alumni Gymnasium - New roof and ceiling.
4. Miscellaneous Repairs, all buildings.

The following new projects are suggested and if they are approved, cost data will be submitted before work starts:

1. Build 4 foot stone retaining wall along Miller lot on Limestone to prevent bank from washing on sidewalk after each rain. We have all stone on hand and would have to buy cement and sand at a cost of approximately \$80.00. It now costs about \$2.00 to clean walk after each hard rain.

2. Surface treat roads and sidewalks. Cost depends on amount involved (Should be postponed until spring).
3. Construct Radio Studios.
4. Construct Fireproof Oil Storage Room in Service Building.
5. Construct Paint Shop - Service Building.
6. Complete General Store Rooms - Service Building.
7. Rebuild Arbors - Maxwell Place.
8. Reconstruct Entrance - Maxwell Place.
9. Build Pylons at Campus Entrances and Corners.
10. Construct Building for Band.
11. Miscellaneous Planting.
12. Suggested projects.

The continuance of F. E. R. A. work through the winter looks favorable, the opportunity to participate is here and I trust you will approve as much as you consider necessary.

The non-cost projects Nos. 1 and 10 inclusive and budgeted projects 1 to 4 inclusive were approved and authorized. The new projects suggested Nos. 1 to 12, inclusive, were referred to the Executive Committee, for consideration and action on merits and availability of funds for the work.

22. Treasurer's Bond and Selection of Depository.

The Fidelity Deposit Company, of Maryland, writing to the Klair and Scott Insurance Agency relative to the sufficiency of the amount of the bond executed by that Company as surety for John Skain, Treasurer of the University of Kentucky, stated that the bond is not adequate in view of the large amount of deposits reported by the First National Bank and Trust Company. It was further suggested in the communication that the Board of Trustees by proper resolution select a depository, requiring adequate security covering deposits.

The Business Agent stated that at the time the report was made by the bank, the amount of the deposits was unusually large, that on or about the tenth of each month the general fund deposit is reduced to a minimum, due to the fact that funds collected in the previous month must be covered into the State Treasury.

The Board, after considering the communication, the facts and law cited, on motion duly seconded and passed, named the First National Bank and Trust Company of Lexington, Kentucky, as a depository for all funds of the University of Kentucky, including funds deposited in the name of John Skain, Treasurer, or his successor in office, the question of security covering deposits to be passed on by the members of the Executive Committee on or before the next meeting of the Committee.

23. Fire and Tornado Insurance.Tornado Insurance.

The Business Agent reported that tornado insurance carried on college buildings ranged from \$500 to \$15,000, with exception of the Service Building and that the total damage by wind storm to buildings insured this calendar year is \$2377.26.

His report states further:

I call attention to the reduction in insurance on the Administration Building. Shall this reduction be restored by having additional insurance written?

Tornado insurance is not carried on the campus other than those named above, the loss on such buildings being \$96.93. The Gymnasium and Stock Judging Pavilion are among those buildings not insured. Shall insurance be taken out on such buildings?

Fire insurance carried on college buildings exclusive of the Service Building (Old Warehouse) is \$275,500.00; tornado insurance on the same buildings is \$110,800.00. The loss shown above on buildings insured is \$2,377.26. Please refer to letter of Klair and Scott attached.

Attention was called to a letter from the Klair and Scott Agency in which the statement is made that it is difficult to hold insurance companies on wind storm policies on account of the small amount of wind storm insurance carried in comparison with the value of buildings. That agency makes the following suggestion:

We have worked up figures which we would like to present to the Board covering the forty building items as shown on your present fire insurance schedule. The total amount of insurance carried on buildings against fire amounts to \$2,755,000.00, and the 90% Co-Insurance Clause is carried on this fire insurance schedule.

The lowest co-insurance clause which can be carried on windstorm insurance is the 50%, so we have figured what the cost of insurance (windstorm) would be on 50% of the values as shown on this fire schedule, covering building items only, which would make the total amount of windstorm insurance \$1,377,500.00 cost \$1722.35 for one year and \$4,305.88 for three years.

Fire Insurance.

The Klair and Scott Agency stated further in the communication:

Regarding your question concerning the savings under fire insurance premiums if written at expiration date (March 14, 1935) for a term of three years, we would advise the present one year premium for fire insurance is \$15,222.33 and the three year premium (based upon the same values) would be \$38,055.83, this you see would produce a gross savings of \$7611.16. Assuming that the University had on hand the \$38,055.83 with which to pay for the three years insurance in advance, we would figure they would be entitled to figure the worth of their money which they were paying in advance, amounting to an interest of \$1826.68 which deducted from \$7611.16 would produce a net savings of \$5784.48 which of course is quite a large saving considering the amount involved.

As all insurance is considered payable in advance we figure the savings on the advance payment they would make accordingly. Another advantage for any property owner to consider in taking insurance for a term of three years is the guarantee of it not being affected by any possible increase in rates during that term. All of these figures for fire insurance are based on the assumption that conditions in the various buildings are practically the same and upon reinspection no increases would be made by the Actuarial Bureau.

The questions of both tornado and fire insurance were referred to the Executive Committee.

24. Audit Authorized.

At the meeting of the Executive Committee October 23, 1934, a resolution was passed stating the necessity of an outside audit, authorizing the employment of Peat, Marwick, Mitchell and Company of Chicago to make the audit for the year 1933-34, appropriating \$600.00 for payment of the audit, and authorizing the Business Agent to draw a requisition to the Auditor of Public Accounts on college revolving funds, for the employment of said auditing firm and the payment of \$600.00 for the services in making the audit.

The Business Agent reported that he had drawn the requisition as directed and that it had been duly approved by the State Auditor. A copy of the requisition was presented to the Board, the approval thereof being in words and figures as follows:

I certify that this voucher has been examined, that the proposed expenditure is authorized by appropriation and allotment and does not exceed the unencumbered balance of the allotment to which it is properly chargeable, and that the total estimated cost has been entered as a charge against the University of Kentucky.

(Signed) J. Dan Talbott
Auditor of Public Accounts

The Board thereupon approved and confirmed the action of the Executive Committee set out above, and accepted and approved the report of the Business Agent. President McVey was authorized to notify Peat, Marwick, Mitchell and Company and to have the audit made without delay.

25. Sale of State Warrants.

The Business Agent's report of sale of state warrants was received and approved, as set out in the following statement:

SALE OF STATE WARRANTS

<u>Number Sold</u>	<u>Date</u>	<u>Price</u>	<u>Face</u>	<u>Premium</u>	<u>Int.</u>	<u>Total</u>	<u>Appro.</u>	
H4543	10/30/31	10/26/34	100 3/4	5,052.75	37.89	3.50	5,094.14	Exp. Sta. 50 M
H	"	"	101	10,000.00	100.00	6.95	10,106.95	Col.
H4561	"	"	100 1/2	10,000.00	50.00	6.95	10,056.95	"
H4554	"	"	100 1/2	10,000.00	50.00	6.95	10,056.95	"
H4555	"	"	100 1/2	10,000.00	50.00	6.95	10,056.95	"
H4562	10/29/31	"	100 1/2	10,000.00	50.00	5.56	10,055.56	"
H4556	"	"	100 3/4	10,327.31	77.45	7.16	10,411.92	"
H4541	10/30/34	"	100 1/2	14,245.38	70.62	9.89	14,326.49	Agr. Ext.
H6039	12/7/34	"	101 3/4	5,375.03		5.98	5,469.09	Col.

(Signed) D. H. Peak
Business Agent

26. Liberty Bond Call.

Reference is made to item 7, page 8, Minutes of the Executive Committee, October 23, 1934, for report of call of Liberty Bonds. On motion and second, duly carried, the Treasurer and Business Agent were authorized to sell the four \$10,000.00 Fourth 4½'s Liberty Bonds, numbers 5284-5-6-7 in which the Peabody fund is now invested and to reinvest the proceeds in Kentucky State Warrants. The investment may be in warrants issued to the University, and should be made at market value and accrued interest.

27. Out-of-State Travel.

The Business Agent presented a letter from Sam English, Executive Secretary of the Department of Finance and Budgetary Control in which, after enumerating requests for out-of-state travel held up by the Board of Public Property, he says:

Action on the foregoing requests was deferred until the following resolution, which was offered and adopted by the Board, can be cleared up by the court.

RESOLUTION

Motion was made by Mr. Huddleston that the Attorney General of Kentucky be directed to file suit under the Declaratory Judgement Act and let the Court define the authority of the Board in approving Travel Authorizations; this motion was seconded by Mr. Chrisman and passed by the Board. Therefore, all Travel Authorizations under section #2 of the minutes are turned over to the Attorney General and will be held up until action is taken on same.

The following resolution was duly passed.

" In event action is taken as suggested in the resolution of the Board of Public Property quoted above, the University of Kentucky should be given an opportunity to be heard. President McVey is authorized to consult Attorney General Wootton as to whether or not he is disqualified to represent the University of Kentucky. If, by the resolution of the Board of Public Property the Attorney General is disqualified, Attorney Pelham Johnston, of Lexington, Kentucky, may be employed to represent the University of Kentucky, the employment to be made by and with the approval of the Attorney General. "

28. Request for Hearing by Professor Fisk.

Professor Edward Fisk, instructor in the Art Department, College of Arts and Sciences, was given a leave of absence for the college year, 1933-34, on half pay. He was re-employed for the year 1934-35, his services to terminate June 30, 1935, to which action of the University Professor Fisk objected and asked that his employment be continued. The request for continued employment was disapproved, and after the required notice, he asked for a hearing before the Executive Committee of the Board of Trustees under privilege granted by paragraph 9 (Appeals to the Board, bulletin of the University, Vol. 19, "Organization of the Board of Trustees, etc.).

His request to come before the Board at its present meeting was granted, and after his appearance it was mutually agreed that the hearing be made before a committee of the Board. The chairman, Governor Laffoon, took time to consider appointment of committee and President McVey was authorized to confer with him in regard to the appointment. The Committee thus appointed is empowered to give hearing to Professor Fisk, and to get a full and complete record of the case. After report of the committee, Professor Fisk may have a hearing before the Board or Executive Committee.

Suggestion was made that the rule, to wit, that of paragraph 9 referred to above, should be repealed, and that the action of the President, Dean and Head of Department be final in such cases. It was generally conceded that the rule is unsatisfactory, but there was doubt as to advisability of its repeal. It was decided, however, that the question of repeal should be taken up under procedure set out in University laws, if such action is deemed advisable.

29. Janitors' Wages.

Reference is made to item 14, Minutes of the Executive Committee October 23, 1934. The motion then made was intended to apply to all janitors, and amendment is now made to that effect, so that it applies to the following named janitors: Ray Ferham, Walter Fenix, Howard Jones, James Burrows, Eugene Lewis, John Persely, George Hopes, Darrell House, and Richard Webb, as well as those named in the Minutes of October 23, 1934.

30. Charlie Turner - Janitor.

Superintendent Crutcher's communication:

Charlie, better known as "Old Faithful", after 33 years of faithful service to State College and the University of Kentucky, has reached the end of the trail. His heart has gone back on him and Doctor Pinney says he will never be able to do a full day's work again and ought to be in a hospital under treatment. I have had to employ Mr. G. S. Chinn in his place at \$15.00 per week for the balance of the heating season. If we carry Charlie at full pay (\$13.00 per week) this addition will increase the budget approximately \$390.00.

Charlie deserves generous treatment and I wish there was some place where he could go and enjoy the old "rocking chair" for a while. He says he thinks he was born some time during or right after "de Wah", which would make him about 70 years old. I feel that after he rests awhile he will be able to come back and do light work.

What do you suggest we do about the matter?

President McVey was authorized to consider and act on the merits of the case.

31. Death of Doctor Healy.

Dean Cooper suggested the death on November 24 of Dr. Daniel J. Healy, bacteriologist in the Department of Animal Pathology. Doctor Healy had been connected with the Experiment Station since May 1, 1910. The Board approved the payment of his salary for November 1934 to Mrs. Healy.

The members of the Board expressed regret because of Doctor Healy's unexpected demise, and likewise expressed appreciation of his long, faithful and efficient service to the University. His high standing is shown by the statement made by Dean Cooper, to-wit:

Dr. Healy held the degrees of M. D. and C. M. from McGill University. In addition, he studied at Harvard in the Memorial Foundation for Neuro-Endocrine Research, as a guest collaborator in the development of a technique for the investigation of mineral metabolism and its relation to the endocrine function. For this latter study, he was on leave from July 1 to October 18, 1930.

The following resolution, passed by the staff of the College of Agriculture, is made a part of these Minutes:

Members of the staff of the College of Agriculture of the University of Kentucky feel the great loss that has come to them in the death of one of their members, Dr. Daniel Joseph Healy.

Doctor Healy has been a member of the staff of the Kentucky Agricultural Experiment Station since 1909, his duties being mostly concerned with research and teaching. Conscientious and punctilious in his work and original in his ideas, he stood high in the estimation of his associates. The results of his extensive experience and training enabled him to add much to the knowledge of pure and applied sciences. Besides his regular duties, Doctor Healy was always ready and willing to give advice, help and the benefit of his long experience to his co-workers. We have gained by our association with him, and his passing is a great loss, both to us as individuals and to our organization. We deeply feel the loss of his friendship, his comradeship and his congenial and sympathetic nature.

Therefore, Be It Resolved that this minute be entered upon our records in appreciation of the man and of his work, and that a copy be sent to his bereaved wife and family, and to the press, as an expression of our heartfelt sympathy in this sad hour.

E. S. Good
H. E. Curtis
J. D. Turner

Committee

32. Appointments and Other Staff Changes.

Appointments:

Miss Ruth Budd appointed as instructor in Library Science for the second semester of 1934-35, during the absence of Miss Semmons, at salary of \$1200 for the semester.

Miss Esther M. Taylor, General Secretary of the Family Service Organization of Louisville, employed to conduct three credit course in social service work during the second semester of 1934-35 at stipend of \$300.

Hed Turnbull, remuneration \$25.00 a month and William Dunavant, remuneration \$45.00 a month on recommendations of Enoch Grehan, head of the Department of Journalism, appointed for the period of his leave of absence to look after the duties assigned to James Shropshire.

Mrs. Marjory P. Hornsby, on recommendation of Librarian, appointed as acting head of the Reference Department, from February 1 to August 31, 1935, during the absence of Miss Cass, at salary to be changed to \$100.00 a month.

Miss Jane Ann Mathews, appointed assistant in the reference department, Graduate Reading Room, for period of February 1 to August 31, 1935, at a salary of \$70.00 a month.

Resignations:

Miss Neva Burt, assistant director of cafeterias, effective December 31, 1934.

Miss Mary Clopton, home demonstration agent of Breathitt County, effective October 31, 1934.

W. C. Eskew, field agent in cream grading, effective November 15, 1934.

J. B. Coleman, county agent of Lyon County, effective November 30, 1934.

W. C. Scott, assistant county agent of Barren County, effective November 15, 1934.

Leaves of Absence:

Miss Forma Casw, Reference Librarian, University Library, granted leave of absence without pay for period of seven months, February 1 to September 1, 1935.

James Shropshire, manager of Student Publications, on recommendation of Enoch Grehan, granted leave of absence without pay for period of six months beginning January 1, 1935. He has accepted service with the Federal Rehabilitation work in the state.

Changes in Rank:

Dr. Elmer S. Maxwell, part-time assistant professor.

Miss Mildred Semmons, associate professor and head of department of Library Science.

Amry Vandenbosch, head of Department of Political Science.

Change in Salary:

W. R. Roy, assistant chemist, Experiment Station, given increase in salary of \$200 per year, effective January 1, 1935.

Extension Division Changes:

W. D. Sutton, county agent of Hopkins County, salary reduced to \$2400 per year, effective January 1, 1935.

F. C. Ewen, county agent, transferred from Laurel County to Livingston County, effective January 1, 1935, to June 30, 1935, salary to be paid as follows: AAA \$50.00; Federal Cooperative, \$89.16 $\frac{2}{3}$; Farm Bureau, \$10.00; total \$149.16 $\frac{2}{3}$ per month.

Miss Mary Louise Scott, transferred from assistant home demonstration agent to regular home demonstration agent of Breathitt County, effective January 1, 1935, to June 30, 1935, salary to be paid as follows: U.S.D.A. \$15.00; Federal Capper-Ketcham, \$135.00, total \$150.00 per month.

James Hughes Evans, appointed assistant county agent, effective December 12, 1934, to December 31, 1934, salary \$125.00 per month to be paid from Additional Cooperative.

Miss Sara Trumbo, transferred from assistant home demonstration agent to regular home demonstration agent, effective January 1, 1935, to June 30, 1935, salary to be paid as follows: U.S.D.A. \$15.00; Federal Capper-Ketcham, \$105.83 $\frac{1}{3}$; Berea College, \$12.50, total \$133.33 $\frac{1}{3}$ per month.

The salaries of the supervisors of county agent work named below increased by the amounts set opposite their names, effective January 1, 1935:

C. A. Mahan	\$120.00 per annum
H. F. Link	264.00
E. J. Kilpatrick	264.00
I. C. Graddy	264.00
W. C. Wilson	204.00

Part of the salaries of these persons is to be paid from AAA funds.

Upon motion, duly seconded, the Board of Trustees adjourned.

D. H. Peak
Secretary, Board of
Trustees