

Irregularities

Minutes of the Regular Meeting of the Board of Trustees, University of Kentucky, December 10, 1940.

The regular December meeting of the Board of Trustees, University of Kentucky, was held in the President's Office, Tuesday, December 10, at 10:30 a.m. The members of the Board present were Governor Keen Johnson; Judge Richard C. Stoll; Harper Gatton; H. S. Cleveland; Louis Hillenmeyer; Lee Kirkpatrick; Robert P. Hobson, and Judge John Cooper. President Cooper and Secretary D. H. Peak were present.

1. Approval of Minutes. The minutes of the Board of Trustees of September 17, 1940, and the minutes of the meetings of the Executive Committee of October 18, 1940, and November 22, 1940, were approved as published.

2. Financial Report.

The Business Agent submitted financial report for November, 1940. The report was ordered filed, and a summary thereof was ordered published in the minutes. The summary is copied as follows:

FINANCIAL REPORT FROM JULY 1, 1940, TO NOVEMBER 30, 1940

GENERAL FUND

Operating Accounts

Budgeted Income - - - - -	\$1,495,673.74
Salaries and Other Commitments - - - - -	<u>1,113,260.19</u>
Available for Expense, Supplies, and Equipment - - - - -	382,413.55
Expended to November 30, 1940 - - - - -	<u>192,278.58</u>
Unencumbered balance - - - - -	190,134.97

Special Appropriations

Library Equipment - - - - -	\$10,000.00
Expended to November 30, 1940 - - - - -	<u>1,738.84</u>
Unencumbered balance - - - - -	8,261.16
Scientific Equipment - - - - -	20,000.00
Expended to November 30, 1940 - - - - -	<u>19,612.89</u>
Unencumbered balance - - - - -	387.11
Home Economics Equipment - - - - -	15,000.00
Expended to November 30, 1940 - - - - -	<u>14,213.27</u>
Unencumbered balance - - - - -	786.73
Engineering Equipment - - - - -	25,000.00
Expended to November 30, 1940 - - - - -	<u>22,791.22</u>
Unencumbered balance - - - - -	2,208.78

Patterson Hall

Budgeted Income - - - - -	99,980.00
Salaries and Other Commitments - - - - -	<u>19,550.00</u>
Available for Expense, Supplies and Equipment - -	80,430.00
Expended to November 30, 1940 - - - - -	<u>26,209.70</u>
Unencumbered balance - - - - -	54,220.30

EXPERIMENT STATION FUND

Budgeted Income - - - - -	\$470,078.22
Salaries and Other Commitments - - - - -	<u>310,784.00</u>
Available for Expense, Supplies and Equipment - -	159,294.22
Expended to November 30, 1940 - - - - -	<u>56,219.04</u>
Unencumbered balance - - - - -	103,075.18

AGRICULTURAL EXTENSION FUND

Budgeted Income - - - - -	758,720.00
Salaries and Other Commitments - - - - -	<u>634,196.00</u>
Available for Expense, Supplies and Equipment - -	124,524.00
Expended to November 30, 1940 - - - - -	<u>43,696.90</u>
Unencumbered balance - - - - -	80,827.10

3. President's Quarterly Report.

President Cooper presented and read the quarterly report of the President on the state of the University. On motion, seconded and carried, the report was ordered published in the minutes. It is copied as follows:

QUARTERLY REPORT OF THE PRESIDENT December 10, 1940

Enrollment

When the Board held its last meeting in September the registration of freshmen was in progress, and at that time no report or estimate of enrollment for the first semester could be made. As of October 1 the total enrollment was 3703, a loss of .6 per cent compared with the enrollment of last year as of the same date. In the Education Digest, November, 1940, there appears the following statement:

"The annual New York Times survey of enrollment in the colleges and universities of the nation indicates a .4 per cent loss over the enrollment for 1939. Eastern and central colleges showed a 1.3 per cent loss, while western colleges showed a .1 per cent gain, and southern colleges had a gain of 1.7 per cent. A total of 106 representative colleges were polled."

Sixty-one students have dropped out since the beginning of the semester. Of this number 46 were men and 15 women. This seems to be a normal loss, but the proportion of men lost is not in the same ratio to the enrollment. This difference may have been due to a number of causes: the defense program may possibly have caused some increase in the loss of men students.

When registration for the first semester was completed it was found that 116 of the 120 counties in the State were represented, 42 of the 48 states sent students; and seven foreign countries and possessions also were represented. At this time there were 54 students fewer than at the same time last year, of which number 37 represented the loss from outside the State of Kentucky. The enrollment figures at the close of registration were as follows:

Graduate School	581
Arts & Sciences	1481
Agriculture	658
Engineering	439
Law	108
Education	162
Commerce	505
	<hr/> 3754

There were 2463 men enrolled and 1271 women.

Student Conditions

It is my impression from teachers as well as students, that instruction is going on rather well. The attitude seems to be somewhat more serious. World conditions must have some effect upon student thinking. The various phases of the defense program are necessarily of vital interest to men students, and there is an interest shown upon the part of the young women to do something in the way of preparation for work which they might do in the event of war coming to our own country.

The Selective Draft

To date, the selective draft has had no appreciable effect upon the personnel of faculty and students. Only one member of the staff has been called, and he has not yet gone. Very few students have left college because of a desire to enlist. Registration of students and staff members within the prescribed age took place in the University gymnasium October 16. A total of 1340 men were registered between the hours of 7 a.m. and 9 p.m., the whole procedure going forward with no confusion. The work of organization for the registration was done by W. Gayle Starnes, **Admin. Assistant**, and by Colonel Donnelly and his staff. The efficient planning of this group is responsible for the satisfactory way in which the registration was accomplished. Many students and faculty members served in the work of registration.

Finances and the Support of the University.

The requirements of the first of the year always make a heavy demand upon the income of the University. As nearly as can be estimated at the present time, the income will be slightly less than it was a year ago. However, the budget as authorized by the Board is being strictly adhered to and I am sure that deficits will not be incurred. The financial situation is made somewhat more difficult because the proposed expenditures in July were based upon an anticipated balance larger than was actually received. Each college and division is living within the budget assigned to it.

Operation of the Cafeteria.

At this meeting of the Board the matter of the purchase of equipment in the Student Union Cafeteria owned by the College Catering Company will be presented for action by the Board. At the last meeting of the Executive Committee temporary arrangements were made for the operation of the Cafeteria subsequent to the expiration of the Company's lease, and this matter will be presented to the Board at this meeting. In the report of the Committee appointed to look into the matter, a recommendation was made to the effect that the University should undertake the operation of the cafeteria.

A competent manager is to be appointed, and the accounting is to be under the Director of the Student Union Building, and all funds paid into the University Business Office. It is hoped that the institutional operation of the Cafeteria will be satisfactory. There should eventually be something in the way of profit, and at the same time food should be provided at reasonable prices and a service given to students and staff.

Out-of-State Travel.

During the past several years arrangements have been made so that the University of Kentucky could provide for expenses for official business of the University. The expenses for travel in this connection by members of the staff are requested by those representing the University and if approved by the President are certified by him and by the Business Agent. The Commissioner of Finance accepted the certification, and it worked out very well.

A small sum of money was set aside by the Board for attendance at meetings of learned societies, where members of the staff were to participate in such meetings by the presentation of papers, and the like. The provision made by the Board was one of great importance to the staff, and highly valuable in maintaining the morale of scholars. It gave the contact with scholars and research men which the staff must have if they are to bring to the students and public the highest service possible. The sum allotted so far is too small to meet the requirements of a staff as large as we have at the University of Kentucky. Nevertheless, it has worked out very well.

Under date of December 3, 1940, a telegram was received from J. Dan Talbott, Commissioner of Finance, which reads:

"Under direction of Governor Johnson due to opinion of Attorney General, I am withdrawing my approval on out-of-state travel requests for the following until you secure Attorney General's opinion. . . ."

Following receipt of this we have applied to the Attorney General for expenses of P. P. Boyd, W. S. Taylor and L. M. Chamberlain for attendance upon the meeting of the Southern Association of Colleges and Secondary Schools. This is a most important meeting, and one in which the failure of attendance by members of the University staff may result in the arising of many difficulties. It should be clear that institutions of learning do not stand by themselves. It is through affiliation that they reach general conclusions regarding matters of policy, accreditation, and curricula, and so progress. It is through such association and reciprocal action that students are able to transfer from one institution to another without loss of credit. If the State is to be served, the University must have provision whereby it can participate in regional and national conferences that affect education. Otherwise its

services will become provincial, and progress that has been made will be affected. This is a matter to which I hope the Board will give consideration.

Death of Mr. M. J. Crutcher.

The University suffered a great loss in the death of Mr. Maury J. Crutcher on October 5, 1940. Mr. Crutcher came to the University as Superintendent of Buildings and Grounds in February, 1925. It was during his incumbency that the large growth in buildings & grounds took place. His known interest in the development of the physical plant and his love for the natural beauty of the campus made him alert to every opportunity proposed and presented by the President of the University and the Board of Trustees to bring the University's buildings and grounds to their present fine appearance and good condition. He was more than ordinarily gifted in vision and administrative ability, and his loss is felt by his many friends here on the campus and throughout the State.

Improvements and Repairs

In the last few months the Department of Buildings and Grounds has done many things to improve the appearance and efficiency of the University plant. Among the improvements made are: the construction of sanitary sewers serving the Wenner-Gren Aeronautical Laboratory, Bangs Laboratory, and the Experiment Station residence on Rose Street; the re-surfacing and curbing installed at the rear of the Experiment Station along East Virginia Avenue; the surfacing of parking areas in the rear of the Biological Sciences Building; the construction of new concrete walks from the Student Union Building to Limestone and the entrance to the campus; the finishing of trim on all inside doors, and the painting of the base and stairways of the Home Economics Building; the painting of corridors, classrooms, and offices of the first and second floors of McVey Hall -- not yet completed; the placing underground of the electrical services to Memorial Hall and the Agricultural Building; the re-surfacing of the playing floor in the Alumni Gymnasium, which included sanding, filling and sealing, and the painting of white lines and an attractive blue border.

The Sandwich Shop, which was about completed before the opening of the first semester, is now in operation, and the work in Barker Hall furnishing additional office space has been completed. Extensive gutter and cornice repairs to Miller Hall (Old Natural Sciences Building) are about finished. Work is now in progress on the installation of temperature control units at the Administration Building, White Hall, Health Building, Miller Hall, Neville Hall, Museum, and the University Club Building.

Shop work on equipment for the Home Economics building is still in progress, as is the case in the matter of equipment for the Department of Art.

Under the direction of the campus committee a number of trees, evergreens and shrubs have been planted on the campus. For the first time the court formed by the men's halls has been landscaped, and there is now an attractive approach to the buildings. If it is to be kept presentable, a playground adjacent to the halls should be provided.

In order to raise the temperature in the soda grill and barber shop to a higher temperature than that maintained in the rest of the Student Union Building, blower type heating units have been installed.

Need of Museum.

There is great need for a museum on the campus large enough to house the various collections scattered over the campus in various buildings. Undoubtedly some Kentuckian might be interested in making a gift for the erection of such a building, in view of the valuable collections now on hand and not sufficiently protected, and which cannot be adequately displayed. If the University had a modern, fireproof museum, it might encourage the gift or loan of many valuable specimens for its various collections.

General Education Board Gift.

The gift of the General Education Board to the College of Agriculture for the study in Rural Population was reported to the Executive Committee. This represents the third gift from the same source for agricultural studies, the other two being for research in Agricultural Economics and in Rural Sociology.

4. Prepared Statement of Business for Board Action.

Governor Johnson suggested that a typewritten statement of each item of business to be presented at meetings be prepared for use of each member of the Board or Committee. This suggestion was approved by the Board, and President Cooper stated that he would endeavor to have such a statement prepared for each meeting.

5. Cafeteria in Union Building.

a. Temporary Management.

President Cooper reported that the Cafeteria in the Union Building had been placed under temporary management of James Shropshire for period of December 1, 1940, to close of University for Christmas holidays. Mr. Shropshire was authorized to take an inventory of food supplies on hand and make purchase of same from the College Catering Company. This was done, the inventory amounting to \$1782.81. The inventory was supported by affidavit of the

Company's president that the College Catering Company was free from indebtedness on the supplies inventoried.

The action was approved and bill for inventory was ordered paid.

b. Equipment Inventory of College Catering Company.

President Cooper then presented the following:

(1) Invoice of equipment made by College Catering Company, stating the capital account, supported by capital account inventory as of November 30, 1940, indicating a net amount due the company of \$23,741.84 and affidavit of the President of the Company containing a declaration with reference to credits on merchandise.

(2) A review of the College Catering Company's inventory and report thereon made by request by James Shropshire and D. H. Peak.

(3) A review of the College Catering Company's inventory and report thereon made by E. B. Farris by request made through Dean Graham.

President Cooper asked that a committee of the Board of Trustees be appointed to review the inventory and the reports. Thereupon, on motion seconded and carried, a committee composed of Robert P. Hobson, Lee Kirkpatrick and President Thomas Cooper was appointed to review the reports on inventory and to make audit of the capital account of the College Catering Company. The committee was given full power to act for the Board of Trustees and to make final settlement with the College Catering Company.

6. Cost of Electric Service.

Mr. Gatton said that a statement was made to him that the cost of electric current at the University of Kentucky was excessive, and that thereupon he made inquiry of the cost of electric current at the University of Kentucky and at other state educational institutions. He stated that the Business Agent of the University of Kentucky reported that the cost of the electric current for the month of September 1940 was .018452 cents per kilowatt hour, the cost varying slightly according to quantity used. Two other state educational institutions reported a flat rate paid of two and one half cents per kilowatt hour.

7. Out-of-State Travel.

President Cooper submitted copy of telegram from the Commissioner of Finance, J. Dan Talbott, dated December 3, 1940, which reads in part as follows:

Under direction of Governor Johnson due to opinion of Attorney General, I am withdrawing my approval on out-of-state travel requests for the following until you secure Attorney General's opinion.

With this he also submitted copies of the correspondence between the Governor, the Attorney General and the Commissioner of Finance which were sent to President Cooper by the Commissioner of Finance. The following paragraph is quoted from letter to the Governor by the Commissioner of Finance:

It is my opinion and advice that in the future the Commissioner of Finance will withhold all approval on all requests, regardless of the importance of the trip, until the Attorney General, personally, in writing, has approved each request, stating that he considers it necessary and legal.

Therefore, further requests for allowance of out-of-state travel expense by the Commissioner of Finance were officially ordered discontinued.

Following the suggestion of the Commissioner of Finance, President Cooper submitted to the Attorney General request for allowance of travel expense for staff members of the University to meeting of the Southern Association of Colleges and Secondary Schools to be held at Memphis, Tennessee. He submitted letters from Jesse K. Lewis, Assistant Attorney General, refusing approval of the request, enclosing therewith opinion on the question given to President James H. Richmond, of Murray State Teachers College, which opinion concludes that such travel is illegal.

The question of the legality of payment of out-of-state travel expense and a study of the opinion of the Attorney General were referred to Mr. Hobson.

8. The Sloan Foundation Fund.

The following was presented:

Bureau of School Service
University of Kentucky

REPORT OF PROJECT IN APPLIED ECONOMICS
Made Possible by a Grant from the Alfred P. Sloan Foundation

During the spring of 1939 a suggestion was made to officials of the Alfred P. Sloan Foundation concerning a project designed to help people of communities in the less favored areas to improve their own economic conditions. The study is an effort to see to what extent the providing of economic information will improve the economic conditions of low income families. Since the diet in these areas is known to be inadequate for maintenance of health and physical vitality, it is believed that economic information concerning this basic problem, if made available to the people, will improve the general economic condition. Thus the purpose of this study is to be accomplished by focusing the educational program of the one-teacher schools upon the problem of diet. Techniques are being developed to determine to what extent the dietary practices of a community may be changed through the introduction into the elementary school program of inexpensive instructional materials relating to diet.

Tentative plans for the study were formulated early in the summer of 1939. By December of that year experimental and control communities had been designated in Estill and McCreary counties and the programs had started. The control communities were selected in order to make possible comparison between the experimental situations and similar communities which have the "usual" educational programs. The results of the experiment are to be expressed in at least four ways:

1. The changes, if any, which actually occurred as a result of the experimental program;
2. The amount of time required to secure the changes in the dietary practices of the community;
3. The instructional materials and techniques which are effective in producing these changes;
4. The ways in which these one-teacher schools and other public agencies cooperate in such a program.

No effort is made to expand or improve the facilities of these experimental schools except with regard to instructional materials. Thus, if the experiment should reveal that such an emphasis produces economic improvement, other schools could start similar programs with no change except the securing of the instructional materials and the adoption of similar techniques of instructions and cooperation.

By December 1, 1940, the following activities have been conducted:

1. An advisory panel has been organized and has met three times. The eighteen members of the panel represent the leading educational agencies and interests of the state.
2. Four control and four experimental schools have been selected.
3. Achievement and mental tests were given to the pupils of these schools in January and again in August. These tests have been scored and the results have been analyzed.
4. Checks of the pupil lunches at school and of the dietary practices and food storage in the homes have been made. The data from these surveys have been tabulated.
5. New instructional materials which have been developed include four readers for lower elementary grades, two large charts to accompany one of these readers, two manuals containing suggestions as to the use of two of these readers, a detailed analysis of some of the state adopted textbooks with respect to materials relating to diet, and two incom-
pleted readers dealing with poultry and gardening. Plans have been made to develop fourteen other bulletins by June 1, 1941.
6. Plans have been made to secure during the school year, 1940-41, a check of the health and physical conditions. This phase of the study is being conducted in cooperation with the Kentucky State Department of Health.

Consultant services of Dr. Harold F. Clark, Professor of Education, Teachers College, Columbia University, have been made available to the Bureau of School Service by the Alfred P. Sloan Foundation. This Foundation granted to the University \$2,850 for the period of December 1, 1939 to June 30, 1940, and \$7,075 for the period from July 1, 1940 to February 1, 1941.

It has been generally agreed by the officials of the Foundation and those in charge of the project that this experiment should extend over a relatively long period of time, since it requires many years to determine the effects of such an educational program.

On motion, seconded and carried, the project as outlined in above copied report was approved, and it was ordered that the funds received from the Sloan Foundation, being trust funds for specific administration by a designated member of the University of Kentucky staff, be carried as a separate account in the Sundry Ledger and not remitted to the State Treasurer of Kentucky.

9. Judgment, Sour Mash Magazine Company vs Bill Costel et al.

James Shropshire presented a statement of a judgment recently rendered in the Fayette Circuit Court in the above-styled action, the judgment and costs amounting in the aggregate to \$234.91. Explanation of the Sour Mash incident was made in detail, Mr. Shropshire stating that the judgment is chargeable to the University of Kentucky. He stated that he (Shropshire) had paid the judgment, and he asked the President to recommend that the Board of Trustees make reimbursement of amount paid.

The matter was continued on account of the absence of Mr. James Park, who acted as attorney for the defendants.

10. Superintendent's House - Use as Cooperative Home for Girls.

President Cooper stated that following the authority given him at the October meeting of the Executive Committee, he recommended that the house formerly occupied by Superintendent of Buildings and Grounds be used as a cooperative house for girls. He proposed that the house be operated under supervision of the Dean of Women and the Department of Home Economics, a reasonable rental to be charged the occupants.

On motion, seconded and carried, the recommendation of President Cooper was approved, and he was given authority to fix the rental charge. The house is to be used as a cooperative house for girls, subject to further orders of the Board of Trustees.

11. Gift of Barry Bingham - Tatham Springs.

President Cooper presented letter from Mr. Barry Bingham which is copied as follows:

November 25, 1940

Dear President Cooper:

I have had several conversations recently with Mr. Bryant and Mr. Whitehouse in regard to the property in Washington County known as Tatham Springs. We have discussed the possibilities of developing this property into a summer camp for 4-H Clubs.

The idea appeals to me very strongly, and I hope that a real community center can be established at Tatham Springs, which will be adaptable to a wide variety of uses. In order to put the project into operation, I am prepared to turn over the sum of \$10,000 to the University of Kentucky, on the understanding that the University will take title to the property and supervise its continuing program.

I will be glad to make at least \$5000 available upon notice from your Board of Trustees, and will advance the additional \$5000 not later than sixty days beyond the date of the first payment.

I hope the trustees of the University will be interested in this proposal, and that they will see constructive possibilities in the development of such a camp.

With kindest regards,

Yours sincerely,

(Signed) Barry Bingham.

On motion of Judge Cooper, seconded by Judge Stoll, the gift of \$10,000 offered by Mr. Barry Bingham was accepted, the chairman of the Board of Trustees being authorized to write a letter of acceptance and thanks to Mr. Bingham. It was ordered that the President make the purchase of the property known as Tatham Springs, the deed to be made to the University of Kentucky without qualifications, the property to be paid for and improved by the funds donated by Mr. Bingham, and that the camp be named for the father of the donor, Robert Worth Bingham. It was further ordered that the property be used by the University of Kentucky for the 4-H Clubs, for a community center, and for such other use as may be desirable from time to time.

The property is located 12 miles from Springfield, Ky., and includes about ten acres of land.

12. Portrait of Henry Clay.

President Cooper submitted the following communication from Dr. F. L. McVey, together with the portrait:

December 9, 1940

My dear President Cooper:

Mrs. James Ben Ali Haggin has placed in my hands a portrait of Henry Clay by Matthew Jouett. The portrait is one made by the artist about the year 1820. It is in excellent condition and she trusts that the University will accept it and give the portrait a place in the University Library. The portrait will be delivered to you in time to present to the Board of Trustees at their meeting Dec. 10th.

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Sincerely yours,

(Signed) Frank L. McVey.

On motion, seconded and carried, the gift was accepted, and Judge Stoll was requested to write to Mrs. Margaret Voorhies Haggin, expressing appreciation and grateful thanks of the University for the fine and valuable gift. The portrait will be hung in the University Library, and a record will be made, on the back thereof, giving the history of the portrait, the name of the donor and the time the gift was made.

13. Permits for Withdrawal of Alcohol.

The Federal Government requires certain papers to be signed for permission of the University to buy alcohol, tax free, to be used for University purposes, and on motion of Judge Stoll, seconded by Judge Cooper, the following resolution was passed:

Whereas it is necessary to execute certain papers from time to time to be filed with the Federal Government, such as provide for application for withdrawal of alcohol and various other matters with relationship to the departments of the Federal Government, the Board of Trustees hereby authorize Thomas P. Cooper, Acting President of the University of Kentucky, to execute for the University of Kentucky such papers as it may be necessary to file from time to time with the Federal Government.

14. Report of Publications Committee - Books Published under Haggin Grant.

a. Transmittal by President McVey.

December 6, 1940

Dr. Thomas P. Cooper, President
University of Kentucky

Dear President Cooper:

I am transmitting herewith the report of the Publications Committee under a grant from the Margaret Voorhies Haggin Fund. With this report I am sending three books which have been published since the Committee was created. I would greatly appreciate it if you would present the report and the books to the Board of Trustees when they come together at their December meeting.

Very truly yours,

(Signed) Frank L. McVey
Chairman of the
Committee

b. Report of Committee.

REPORT OF THE COMMITTEE ON PUBLICATIONS
Under grants made by the Board of Trustees from the Margaret Voorhies Haggin Trust, 1940.

During this year the committee is able to report the publication of the following books:

"Rule, Reason and Revolt in English Classicism," by Professor W. F. Gallaway, which appeared under the imprint of the Scribner and Sons Company of New York. The statement on the title page makes acknowledgment to the University of Kentucky. The grant was made in the sum of \$1660, to which was added an amount of \$248 for alterations.

"Lazare Carnot, Republican Patriot," by Professor Huntley Dupre, and published by the Mississippi Valley Press. Professor Dupre was granted \$400 by the Committee toward the cost of publication.

The Committee thought so well of a proposal to underwrite one of a series to be known as the "Kentucky Imprints," that it agreed to make a commitment of \$300 to pay the Princeton University Press for the cost of printing. The book is to appear about December first. Professor T. D. Clark, who is editing the book, has in hand enough subscriptions to pay the cost of printing. The first of the series is entitled "Festoons of Fancy." It is by William Littell and was published in 1818 in Louisville, Kentucky.

Several manuscripts are under consideration for publication. Among these is a book on the "Fishes of the East Andes," by Professor W. R. Allen; "The Government of Kentucky," by Professor J. W. Manning, and a study of the political activities of Henry Clay by Professor J. B. Shannon.

The grant from the Haggin Fund has increased interest in the publication of books by members of the faculties of the University of Kentucky. Such encouragement is valuable in these days, because the cost of publication in most instances must be borne by the author and, unless assisted, he is unable to bring his book to the attention of other scholars. A good beginning has been made. The publications have attracted favorable attention.

Copies of the books referred to above accompany this report.

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

The report was ordered copied in the Minutes, and request was made that copies of the books be sent to Judge Stoll.

15. Report of Committee on Graduate Work and Staff Research.

There was submitted a brief report of the Committee on Graduate Work and Staff Research which was received with special interest. The work was commended as very fine and useful to the University and expression of desire to forward the work, as funds may be available, was expressed by the members of the Board. The report was ordered inserted in the Minutes. It reads as follows:

A Report Submitted to President Cooper
by the
Committee on Graduate Work and Staff Research,
University of Kentucky
December 3, 1940

It has been only within comparatively recent years that graduate instruction has produced problems of major importance for the University of Kentucky. These problems have not been peculiar to this University. They have had to be faced as they developed in every institution where graduate instruction and research requirements have been imposed upon undergraduate programs. These problems have been those of teaching staff, research facilities, financing and administration. It should not be surprising, therefore, that in the University of Kentucky, which so recently entered the fields of graduate instruction, these problems have reached an acute stage without general recognition.

It was to probe and visualize the general problem at the University and to propose procedures by which the problems may be met that the Committee on Graduate Work and Staff Research was appointed, and under such instructions it produced this report. The Committee has not prepared it in a spirit of criticism of what exists, of what has been done or has not been done at the University, but rather in one of frankly recognizing the immediate need of the University. This need is increased financial support to carry on adequately the present program, and that program which is inevitable in the future. The problem confronting the University is presented in the following outline:

I. The Necessity for Graduate Work and Research in a University.

As compared with undergraduate colleges, the outstanding service of a university must be to conduct research and to train leaders for creative work. It must go beyond the task of teaching present knowledge. The University of Kentucky should now encourage increase research and give aid to students engaged in such work that the University may develop a vigorous research program and a strong graduate school. It is imperative that this phase of the University work be strengthened. Its training must prepare to solve new problems and to accomplish new results in science, literature, and the arts. Superior students are attracted when technical preparation and research are of a high order. By a rapid growth in this direction the University can maintain its leadership in our educational system.

II. The Necessity for Graduate Work and Research for Effective Service to the State.

Attention is called to the services rendered to the state, which were possible because research was in progress in the University. These services have been various and numerous. Briefly summarized they are as follows:

a. Requests for Research

The University has conducted investigations in the field of state administration, culminating in the Governmental Reorganization Act of 1936; research in population trends in relation to future governmental needs; research in state finances, particularly taxation; various research programs conducted at the request of the State Department of Welfare, the Department of Education, the Association of Colleges and Secondary Schools, the Kentucky Education Association, the State Department of Mines and Mining, the Kentucky Bankers' Association, and various divisions and agencies of the Federal Government.

These do not exhaust the list of investigations.

b. Requests for Information and Expert Opinion

Numerous requests that stimulate research have been made upon the University for information and opinion. They have concerned almost every conceivable subject. Only an institution engaged in research could have complied with them. These interests lay in various fields -- education, physics, commerce, psychology, agriculture, linguistics, law. Requests have come for the loan of members of the staff for advisory service. These inquiries have been steadily increasing in number -- taxing the time of staff members and demanding of them research activities.

c. Requests for Personnel to Direct Research

These requests came mainly, but not wholly, from governmental sources. They were for the loan of staff members to conduct projects. Among them were archaeological studies for the Tennessee Valley Authority; a study of the fiscal relationships between the Federal Government and the District of Columbia; investigations under the direction of the National Resources Committee; others under the auspices of the Works Progress Administration.

Members of the staff are rendering these services in the face of increasing difficulties as are set out in the section immediately following.

III. Necessity for Aids to Graduate Work and Research in the University.

a. Financial Aid

The Committee, after months of careful study of the situation, is forced to the conclusion that the graduate and research work cannot develop, or even remain at its present standard, if not given more liberal financial support. Expenditures for instruction have increased; but the point of vital importance is that since 1928-29, excepting the more serious depression years, the student load has increased much more rapidly than expenditures for instruction -- the increase being 81 per cent and 26 per cent respectively. Furthermore an impartial analysis indicates that it costs three times as much to conduct graduate and research work as to teach undergraduates.

The University has been compelled for several years to "stretch" its teaching facilities. It cannot continue to do this and develop any graduate program worthy of a university. It has been drawing heavily on its intellectual resources with little opportunity to replenish them through research.

b. Additional Teachers

The University achieved its strongest position in recent years in respect to instruction expenditures per student as long ago as 1921-22. Since then, and especially since 1933-34, there has been increasing disparity between expenditures for teachers and the teaching load; i.e., the latter has increased more rapidly than the former. The situation has been made difficult because the University has been compelled to broaden its instruction by increasing the number of courses--98 per cent increase since 1923. The teacher must accept larger classes as well as teach additional courses. The University cannot undertake further graduate research under existing circumstances. It will be in a very poor position to strengthen graduate work until teachers who are attempting to do research are relieved of a burdensome teaching load.

c. Library Facilities

The library is inadequate. Although the volumes have increased in number, and although the building itself gives one a feeling of pride and a sense of scholarship, the library is still small as a graduate library and seriously inadequate except in a few fields. It is still lacking greatly in those things essential to a vigorous graduate program.

d. Laboratory Facilities

Laboratory equipment is inadequate. Although laboratory equipment valuations in recent years have appeared to maintain an even ratio to enrollment, most of the equipment so purchased was for undergraduate instruction and is inadequate for graduate research purposes. This is a positive check to research work.

e. Graduate Enrollment

Enrollment in the Graduate School has increased more rapidly than in any other division of the University. It has been necessary to expand the curriculum in the graduate field. This expansion has resulted in further increase in the teaching load, because the staff was not increased proportionately. This situation cannot continue; graduate work will be stifled unless aid is offered.

The University has grown steadily in scope and influence during the past twenty years. It is now become and is nationally recognized as a university. The Committee on Graduate Work and Staff Research was organized in May, 1938; it has given unremitting study to the situation and is of opinion that a well-organized and liberally supported Graduate School would be the capstone in the development of the University. Unless the University proceeds definitely in this direction, its research activities will diminish, and its prestige in the state will be seriously threatened.

(Signed) Charles Barkenbus	(Signed) J. B. Miner
" Alfred Brauer	" Charles M. Knapp
" L. L. Dantzler	" C. C. Ross
" E. N. Fergus, Chm.	" R. H. Weaver
" James W. Martin	" Edward W. Rannels.
" Wm. S. Webb	

Committee on Graduate Work and Staff Research.

16. Invitation of University of Southern California.

President Cooper was authorized to accept an invitation of the University of Southern California to be represented at dedication exercises of Hancock Hall, January 3 and 4, 1941. Mr. McClarty Harbison, president of Los Angeles Stock Exchange, was suggested as representative, the President being authorized to advise Mr. Harbison of his selection.

It was suggested that hereafter when invitations of like nature to above are received, the President may make immediate appointment of some alumnus of the University or other person to represent the University.

17. Civil Aeronautics Course Approved.

President Cooper advised the Board that the University Senate had approved the giving of the necessary instructional work in the establishment of the Civil Pilot Training Program, but stated that as yet approval has not been given to the application of the University.

On motion of Judge Stoll, seconded by Mr. Gatton and carried, the President was authorized to complete arrangements for installation of the proposed course in Civil Aeronautics at such time as approval is received from Civil Aeronautics Administration.

18. Engineering Defense Training - Report of the President.

"I am in receipt of a letter from Roy A. Seaton, Director, Engineering Defense Training, U. S. Office of Education, notifying me that the courses listed below:

Aircraft Engine Engineer
 Training of Inspectors for Material
 Equipment and Metallurgical
 Inspection
 Training of Inspectors

have been recommended for approval by the Advisory Committee in virtually the form in which they were submitted, subject to later examination. This notice is sent now in order that we may proceed as quickly as possible with the preliminary steps, such as necessary publicity, required to institute the course.

"Official notice is to be sent by the Commissioner of Education and no actual expenditures or commitments are to be made prior to that notice.

"It is contemplated that necessary organizational expenses will be met by the Government, but these expenses should be kept at a minimum."

On motion, seconded and carried, the President was directed to carry out the program of Engineering Defense Training as proposed in above report.

19. Request for Naming Home Economics Building.

A number of letters asking that the new Home Economics Building be named Erikson Hall were presented to the Board of Trustees by the President.

No action was taken because the contract with P. W. A. states, "It is not permissible to name a project for any living person."

20. Wenner-Gren Aeronautical Laboratory. Construction Report.

The following report was received and ordered copied in the minutes:

December 9, 1940

President Thomas P. Cooper,
University of Kentucky.

My dear President Cooper:

I can report progress with the Wenner-Gren Aeronautical Research Laboratory and as being a very busy place just at this writing. The building proper will be completed during the next ten days or two weeks. The acoustical work and treatments are about one-half completed, with the materials therefor all delivered. Some of the equipment is installed already, with much of it delivered or enroute and all on order. We believe that we can begin to use parts of this Laboratory by January 1st and have all of it in operation by February.

Detailed plans of the building and equipment have been furnished to the United States Bureau of Aeronautics, the National Advisory Committee for Aeronautics, the Research Division of the Navy and the Wright Aeronautical Corporation. We are expecting Mr. S. Paul Johnston of the National Advisory Committee for Aeronautics to arrive here tomorrow (Tuesday) to inspect this Laboratory and also the Metallurgical Laboratories and Machine Shops of this college. There has been some talk of a working connection between these laboratories and Wright Field, but nothing definite has been arrived at as yet.

Yours truly,

(Signed) James H. Graham
Dean

21. Addition to Armory Approved.

President Cooper presented following communication:

December 9, 1940

President Thomas P. Cooper,
University of Kentucky.

My dear President Cooper:

In accord with all the information I can gather, the War Department is not now approving the policy of constructing new armory buildings, even though the cost thereof is limited to \$100,000. Such being the case, Colonel Donnelly

has informed me that he would prefer to gain certain alterations and improvements upon the present building, rather than take the risk of gaining nothing and in this I concur fully.

Therefore, Mr. Farris has conferred with Colonel Donnelly as to his recommendations and needs and has shown the results in preliminary form, plans and estimates of costs, and prints of these preliminary plans are attached hereto.

The first sheet shows some improvements, alterations and additions to the present Armory, estimated to cost \$8,080.00.

The second and third sheets show the elevations and plans of a new building to be added to the present building, containing a map room and four additional new class rooms. This additional building is estimated to cost \$31,350.00.

I recommend that approval be given for us to apply for a "grant of aid" to W. P. A. for alterations and new Armory construction in the round sum of \$50,000.00 and let us ascertain what we can develop in the matter. If you give this approval, we will prepare the plans in more detail in accord with the regulations of the W. P. A. Such an application would not preclude our later following the other proposal should that develop favorably at some future time.

Yours truly,

(Signed) James H. Graham
Dean.

On motion, seconded and carried, the President was authorized to make application to Works Progress Administration for a grant of aid for alterations and new construction on Buell Armory in the amount of \$50,000.00, this not to involve expenditure of University of Kentucky funds.

22. NYA Building Project--Robinson Station.

President Cooper presented the following recommendation:

December 5, 1940

Recommendation that approval be given for the construction on the Robinson Forest of a resident project for the use of the National Youth Administration, and that the Robinson Sub Station contribute from the said forest, the necessary supplies of timber and stone for that purpose.

This project is to be utilized by the National Youth Administration for a period of not less than 10 years, and at such time as they relinquish it, it is to become the property of the Robinson Sub Station.

Request that authorization be given for signing the project, indicating the sponsorship of the University of Kentucky.

On motion of Judge Stoll, seconded by Mr. Gatton, which carried, authorization was given to the President to sign a project for construction by National Youth Administration in accordance with the recommendation copied above.

25. WPA - Projects.

a. Report on State-wide Archaeological Project.

December 5, 1940

President Thomas P. Cooper
University of Kentucky

My dear President Cooper:

The state-wide archaeological project, sponsored by this department, has been in operation since October 1937. During this time great progress has been made in the study of prehistoric remains of the state, and a very considerable accumulation of prehistoric cultural material has been recovered from the field. This includes some 1,750 skeletons which have been repaired and preserved for future study and more than 48,000 artifacts which have been recovered.

All of this material has a complete archaeological record, taken under the most approved modern techniques. Part of this record consists of some 3,700 photographs of the work in progress. As a result of this work the old library building, which has been serving as a work-laboratory for this department, is full to overflowing. The amount of material in storage has become embarrassing because of the lack of floor space to conduct the laboratory processes necessary to the continuance of these studies.

The magnitude of this body of material and records again emphasizes the great need of the University for a new museum building in which this material might be studied, displayed and made available for educational purposes. It is quite impossible under present circumstances to do more than store it for the future.

I am calling this important need to your attention in the hope that its presentation to the Board of Trustees might be the means of finding some adequate solution to the problem. A new museum building for the primary purpose of providing laboratory space and some opportunity for display of this magnificent collection seems imperative. The public generally is always interested in the results of research in prehistory, and a modern museum building would be a great educational advantage, and would render a distinct and very worth-while service to the state.

It is hoped that some way may be found to provide funds for this much needed construction.

Respectfully submitted,

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

President Cooper called attention to the suggested need of a building for Museum, expressing hope that funds may become available for that purpose.

b. Request for New Application for State-wide Archaeological Project.

Copies of forms of the project with following statement were presented by the President.

Statement of Professor W. S. Webb:

"The state-wide WPA archaeological project, sponsored by the Department of Anthropology and Archaeology, which has been in operation for the past year will exhaust its present appropriation about January 30, 1941.

"The time has come for filing a new application if the University desires to continue this research. In consultation with the state WPA officials in Louisville a new project proposal has been prepared covering the continuance of the work for twelve months from February 1, 1940. The proposal provides for the expenditure of \$99,746 of Federal funds and for a sponsor's contribution of \$33,379, making a total of \$133,125. It provides for the maintenance of 153 workers in the various grades with complete supervision for the twelve months.

"The sponsor's contribution (25% of the total amount) can be provided by the allocation of rentals of floor space and the allowance for the services of our present staff together with allowance for publication of bulletins. It is thus possible to meet the sponsor's contribution within the present annual budget of the department. Because of the success of the state-wide project in the past and because this project proposal does not bind the University to any expenditure of funds beyond that now available to the department, I am recommending your approval of this project proposal and I am requesting authority of the Board of Trustees to sign this proposal as the University's authorized agent. Mr. D. H. Peak should also be authorized to sign as the Business Agent of the University."

On motion, seconded and carried, a new W. P. A. project for continuance of State-wide Archaeological research in accordance with the statements made in copy of project filed was authorized to be signed by Professor W. S. Webb and the Business Agent.

c. Micro-filming and Newspaper Indexing Project.

Copy of a modified and consolidated W.P.A. project of the micro-filming and newspaper indexing project was submitted by the President with recommendation that the new project proposed be executed, it being understood that the new project will supersede the project heretofore executed by the University and release the University from the obligations of that project.

Statement of the new project proposed by the Federal Works Agency, W. P. A., Louisville, Kentucky, follows:

"A modified W.P.A. project proposal covering the Historical Records Survey, American Imprints Survey, Micro-filming and Newspaper Indexing. All this work is now in operation under existing projects.

"The American Imprints survey, Micro-filming and Newspaper Indexing are included in projects sponsored by the University. Historical Records Survey has been, for the past year, sponsored by the Kentucky State Library and was formerly one of the Nation-wide federally operated projects. On advice of our Washington office, and after giving careful consideration to the needs of the projects in Kentucky, it seems very desirable to consolidate them under one project. The Historical Records Survey and American Imprints are closely related in technique. It has also been found that the experience of the Historical Records Survey in entry writing will be of value in the Newspaper Indexing project. Much of the work of preparing records for Micro-filming for counties will also be done by the Historical Records Survey. As both the Historical Records Survey and American Imprints will need funds in the near future, we are hoping to submit a consolidated project at this time. As this project supersedes the Micro-filming and Newspaper Indexing as signed by you, it, of course, releases the University from any obligations from that project."

On motion, seconded and carried, the copies of the consolidated project presented by the President were ordered signed, with clause protecting the University from contributions to operation of the project, incorporated in the proposal.

24. Appointments.

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

Appointments

Daniel E. O'Keefe, Director of Social Service, U. S. Public Health Service Hospital, appointed as Visiting Lecturer in Social Work, to teach Social Work Course 210 without salary, during the second semester. He will be assisted by psychiatrists from the Hospital.

Miss Eleanor Gregory, as clerk in the Department of Farm Economics, Experiment Station, effective as soon as she reports for duty. Salary will be \$65 a month, payable from fund for study of rural population.

Changes in Salary

The salary for Mr. Robin Williams, Instructor and Assistant in Rural Sociology, Department of Farm Economics, was set at \$3300 a year effective January 1, 1941. Funds for this will be available from the grant made by the General Education Board to the Experiment Station.

The following resolution was adopted:

The Acting President of the University shall receive the salary set up in the budget for the President beginning January 1, 1941, and continuing as long as he is Acting President.

Acting President Cooper was not present when the above resolution was adopted.

Leaves of Absence

Application from Mr. J. R. McCord, county agent, for sabbatical leave of absence with half pay to pursue study in the University of Kentucky toward the bachelor's degree, February 3 to August 23, 1941.

Resignations

Miss Anita Sallee, clerk in the Department of Farm Economics, effective with the close of business December 19, 1940.

Miss Betty Roser, clerk in the Department of Markets and Rural Finance, effective with the close of business November 23, 1940.

25. Lunch at Patterson Hall.

The Board adjourned at one o'clock p.m. for lunch at the Women's Residence Halls on invitation of the Dean of Women and the Staff of the Halls, the meeting to reconvene in that building, immediately after service of luncheon. The members of the staff of the Halls assisting in service of the excellent luncheon were Dean Blanding, Dean Holmes, Miss Lester, Miss Limbach, Miss Shedd and Miss Gensemer.

Immediately after lunch the session was resumed, and when the program was completed, the meeting was adjourned.

D. H. Peak
Secretary of the Board