

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, October 18, 1940.

The Executive Committee of the Board of Trustees, University of Kentucky, met in the President's Office at the University Friday, October 18, at 10:30 a.m. The members of the Committee present were Judge Richard C. Stoll, Chairman; H. S. Cleveland, Robert P. Hobson, Lee Kirkpatrick, and James Park. President Thomas P. Cooper and D. H. Peak, Secretary of the Board, were present.

1. Approval of Minutes.

The minutes of the meeting of the Executive Committee of July 12, 1940, were approved as published.

2. Financial Report.

The Business Agent filed financial report for September, 1940. The report was ordered filed, and the summary thereof, ordered published in the minutes, reads as follows:

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 September 30, 1940-	<u>122,067.11</u>
Unencumbered balance - - - - -	\$ 260,546.44

Special Appropriations

Library Equipment - - - - -	\$10,000.00
Expended to September 30, 1940-	<u>575.01</u>
Unincumbered balance - - - - -	\$ 9,424.99

Scientific Equipment - - - - -	\$20,000.00
Expended to September 30, 1940	<u>19,277.91</u>
Unencumbered balance - - - - -	722.09

Home Economics Equipment - - -	\$15,000.00
Expended to September 30, 1940-	<u>12,665.07</u>
Unincumbered balance	2,334.93

Engineering Equipment - - - - -	\$25,000.00
Expended to September 30, 1940-	<u>22,029.77</u>
Unincumbered balance - - - - -	\$ 2,970.23

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 September 30, 1940-	<u>11,919.71</u>
Unincumbered balance	\$68,510.29

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 September 30, 1940-	<u>35,304.93</u>
Unencumbered balance - - - - -	\$123,989.29

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 September 30, 1940	<u>23,796.57</u>
Unencumbered balance	\$100,727.43

3. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from September 5, 1940, to October 9, 1940, inclusive. The report shows that orders have been made by the Business Office on authority of the Requisition Committee in the manner prescribed by the Board of Trustees and state laws, running from No. 1997 to No. 3058. The report was examined, and on motion and second the orders and budget additions named therein were ratified and approved, and payments on said orders were authorized and approved.

4. Report of State Auditor - Examination of University Accounts, 1939-1940.

The Auditor of Public Accounts of the State of Kentucky, Honorable D. A. Logan, filed with President Cooper copies of the following reports of audit of University accounts made by him to Governor Keen Johnson; Report of September 10, 1940, of salaries paid by the University of Kentucky; Report of October 9, 1940, of financial operation of the University. He states in the latter report that a separate report on buildings and grounds and construction program will be made. These reports were submitted by President Cooper to the Executive Committee and the contents thereof were fully considered by that Committee.

5. Admission of Students to University.

The President made a brief statement of the case of Marcus Harlan of Paris, Kentucky, who was not allowed to register, first semester 1940-41, under the rule of the University Senate relative to transfer students. He referred to newspaper stories and comment, and presented a review of facts made by the Registrar.

The President stated that the University Council will review the subject of admission of students, and that a report will be made to the Executive Committee of the Board of Trustees.

6. Cafeteria - In Union Building.

Mr. Park made a statement of facts as to the situation presented to the Committee appointed to investigate the College Catering Company's conduct of the Cafeteria. He said that he understood that the Committee was originally appointed to make investigation as above stated, but that its duties seemed to have been expanded by later developments, and that no recommendation may be made at this meeting. The President then stated that the receipt of the College Catering Company's notice to cease operation under provision of its contract with the University has been acknowledged, and that study is now being made of ways and means to continue operation of the Cafeteria. He stated that Mr. Ben Koppel of the College Catering Company's staff has been consulted, and that Mr. Koppel has agreed to help the University carry on the Cafeteria for a reasonable time (without loss to the Company) during the period of transfer. A tentative proposal made by the "Union News Company", was referred to the Cafeteria Committee for further consideration, and the Committee was continued. The President was authorized to make such arrangements for temporary continuance of the Cafeteria as may be necessary.

7. Civil Aeronautics Administration.

President Cooper made report as follows:

Report on the Civil Pilot Training Program of the Civil Aeronautics Administration--Collegiate Phase

Part I - Factual Report

1. The Civil Pilot Training Act of 1939 (United States Statutes at large, 1939, Volume 53, Part 2, pages 855-56) authorized the Civil Aeronautics Authority to conduct this program through educational institutions in accordance with the regulations prescribed by the Authority. The latest regulations are contained in Bulletin #333.
2. The University would receive \$20.00 per student from the Civil Aeronautics Administration for those successfully completing the ground course, and a charge to each student of \$10.00 enrollment fee, in addition to regular fees now charged. For this consideration, the University would provide:
 - a. Classroom facilities and instruction for a forty-eight hour ground course; classroom facilities for an additional twenty-four hour ground course taught by the flight operator.
 - b. Supervision of transportation of students to and from the airport. (The students may be required to pay for this transportation).

5.

c. A director of Civil Pilot training who would coordinate the training on the campus and inspect the flight operator's facilities and methods of instruction to see that he is meeting the Civil Pilot training specifications.

d. Selection of University students from those who have completed one or more years of college work and who pass the Civil Pilot Training Service medical examination.

3. Each student would be required to furnish:

a. Student Pilot Certificate at a cost of \$6.00. (All students who take the medical examination, regardless of whether they receive student pilot certificates, are required to pay this fee).

b. Personal insurance coverage of \$3,000 at a cost of \$9.00 per student.

c. Transportation charges to and from the airport.

d. Approval of parents or guardian if under 21 years of age.

4. The Civil Aeronautics Administration will furnish:

a. Books and forms used by students in training.

b. Approved airport facilities.

c. Approved flight operators. (Separate contracts are executed between the administrator of Civil Aeronautics and the flight operator for flight instruction. The flight contractor is required to provide \$50/100,000 personal liability and \$5,000 property damage insurance coverage, under terms which satisfactorily protect the sponsoring institution, the flight instruction contractor, the trainees assigned to him and the Civil Aeronautics Administration).

5. The airport of the Lexington Flying Service

a. Thirty-five acres have been recently added which provide a 800 foot addition to the N-S runway and 1200 foot addition to the NE-SW.

b. Length of present runways,

N-S 1800 feet

E-W 2500 feet

NE-SW 3000 feet.

6.

c. Altitude, 910 feet

d. The airport meets all Civil Aeronautics Administration specifications for this training.

6. Military implications

a. Bulletin #333 contains the following statement:

"Outstanding students in the Private (Preliminary) Course may be recommended for the Restricted Commercial (Secondary) Course, completion of which will lead to consideration for further flight training in military service."

b. The student application form contains the following pledge:

"I pledge myself to apply for flight training in the military service of the United States."

Part II - Subjective Report

1. Colonel Donnelly made the following statements:

a. "Although the Civil Pilot Training program was conceived as an aid to commercial aviation, it has now become an integral part of our national defense program."

b. "The local airport is safe for this training. Even the fastest army planes can land there safely. There are no obstructions such as smoke stacks, tall buildings, and so forth."

c. "This program offers the University an opportunity to assist in the development of commercial aviation as well as to help in the national defense program."

2. Dean Evans was consulted concerning the legal responsibility of the University in case of property damage and student injury. He states:

"In my judgment the University would not be held liable in case of student injury or property damage resulting from the University's participation in this program."

Recommendations

It should be pointed out that there is deep interest in the student body in the possibility of the training program. I am informed by the President of the Student Governing Association that the interest of the students in this training program is much greater than it was last spring. I wish to recommend

1. That the University of Kentucky make application for and enter into the customary agreements for a unit of the Civil Pilot Training Service of the Civil Aeronautics Administration at the University of Kentucky.
2. That the University charge each student a \$10.00 enrollment fee, this in addition to the fee now charged for enrollment in the University of Kentucky.
3. That in addition to the fee charged, the students selecting the course will be required to pay for their student pilot certificates, for the insurance coverage, as well as transportation charges to and from the airport.
4. That students be admitted only upon approval of parents or guardians, if under 21 years of age.
5. That the organization of this work be assigned to members of the staff at the University of Kentucky, who have the responsibility for the development of this phase of the University's work.
6. I further recommend that the arrangement for this program be made as early as possible.
7. The expense of the work shall be charged to the income received, and present staff members of the University of Kentucky assigned to this project may receive an honorarium for their service.

On motion, seconded and carried, the report was received and ordered inserted in the Minutes. The report and the question of establishment of a unit of the Civil Pilot Training Service at the University was referred to the next meeting of the Board of Trustees for action thereon, and the President authorized to make application to the Civil Aeronautics Administration for establishment of a unit preparatory to the next meeting of the Board.

8. W. P. A. Construction for Military Purpose.

President Cooper reported as follows:

My attention has been called to an act of Congress that has recently passed that specifically provides for appropriations through the Works Project Administration for construction, etc., "important for military purposes."

It is anticipated that funds will not be required from an institution making use of this, and that its contribution can be made through the site of the building, etc. We are further advised that the Corps Area Commander wishes information as to what character and extent of construction for the ROTC may best be accomplished under the provisions.

The question has been brought up by Colonel Donnelly as to the erection of an armory. Possibly there could also be combined with it other functions which would increase its benefit and usefulness from a student standpoint. I feel that it is desirable to discuss the possibilities if it may be the means of securing a necessary building.

After brief and favorable comment on the possibility and desirability of such a project, the President was authorized to make further investigation thereof, and to make report at a later meeting of this Committee.

9. N. Y. A. Office - Proposal to Erect on Campus.

The President presented a proposal by Roger W. Gum, Area Supervisor of National Youth Administration, to erect on site furnished by the University an office building for use of this Area of the N. Y. A.

The proposal was read, and the conditions of the offer were studied and discussed. The conclusion was reached that it is doubtful that under the law construction on the campus may be made for use of an outside agency under such terms as named in the proposal. No further action was taken.

10. Use of Superintendent's House.

On motion, seconded and carried, permission was granted Mrs. Maury Crutcher and family to occupy the Superintendent's House until January 1, 1941, in consideration of Mrs. Crutcher taking care of the property during that period.

The President stated that the use of the house for girls as a cooperative residence or home management house has been suggested. He was authorized to study the advisability of such use of the house and to report his conclusions at a later meeting of the Board of Trustees or Executive Committee.

11. Animal Pathology Building.

Statement of President:

There has long been needed an Animal Pathology Building. We have attempted to secure the necessary funds for this building from the last two legislatures. We had previously drawn tentative plans. Recently I asked Mr. Frankel to give me an estimate of the cost of the front and one wing. He estimates a cost of approximately \$118,584.00.

I wish to recommend that the Executive Committee give authority to investigate the possibility of securing the cooperation of the WPA, and that if it may be constructed within \$65,000 of funds from the Experiment Station, Frankel and Curtis may be employed as architects and the necessary arrangements made for the construction of the Animal Pathology Building.

On motion, seconded and carried, the President was authorized to proceed with development of plans by architect, and to investigate availability of WPA cooperation for purpose of construction, and to report at the next meeting of the Executive Committee.

12. Pardee-Howe Claim -- Robinson Station.

Report of President:

At the last meeting of the Board of Trustees, a report was made concerning the controversy over ownership of certain land area of the Robinson Substation. Since that time, I have been in touch with Mr. J. W. Jones, Assistant Attorney General. An attempt has been made through the Howe estate to settle the matter amicably. The attorney for the Howe estate is reviewing the matter and attempting to reach a determination whether they have a valid claim. Meanwhile, the situation is being watched and it is our intention not to allow entrance upon the property.

The report was accepted and the President was authorized on motion, seconded and carried, to take steps to prevent cutting of timber on the tract if such action becomes necessary.

13. Contract for Residence in Men's Halls.

The President presented and recommended action on following suggestion of the Dean of Men:

I should like to have authority from the Board of Trustees to require all men who reserve rooms in the men's halls to reside there for a semester at least. This may be done by requiring each man to sign a contract or by issuing a statement to be enclosed in the notice of room reservation that no refund will be made on room rent for the semester. It is understood that the requirement will not be enforced if the student leaves the University on account of illness, dismissal, or other satisfactory reason.

On motion, seconded and carried, it was ordered that residence in men's halls be granted on execution of written agreement of occupancy for at least one semester, to be binding for each succeeding semester unless cancelled before the semester begins. Such contract shall bind the occupant for full semester's rent, unless release from such occupancy is given by the Dean of Men and approved by the President of the University.

14. Death of M. J. Crutcher.

The President reported the sudden death of Maury J. Crutcher, Superintendent of Buildings and Grounds, which occurred October 5, 1940. Mr. Crutcher was made Superintendent of Buildings and Grounds after the resignation of Mr. A. O. Whipple in the year 1925. The members of the Committee expressed appreciation of the valuable service he had given to the University, their sorrow and regret of his untimely demise, and their sympathy for his widow and children.

15. Appointments and Other Staff Changes

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:

Upon recommendation by the President, Thomas D. Boyd was given temporary appointment as Acting Superintendent of Buildings and Grounds, salary \$2500.00 per year, effective October 7, 1940.

Appointments

Harris White, Ed Pettit, Joe Wetherill, Jack Bleidt, student laboratory instructors in Geology, pay provided for in budget on cash basis.

Truman A. Morris, graduate assistant in Department of Political Science, \$400 a year, to fill vacancy caused by resignation of Marven R. Whipple. He has a master's degree in the University of Kentucky.

Lyman C. Hurley, graduate assistant, salary of \$320, at rate of \$32.00 for ten months, to take place of James F. Leins, resigned. He is a graduate of Berea College.

Miss Lucile Baugh, seed analyst in Department of Entomology and Botany, Experiment Station, at salary of \$1000 a year, effective October 1, 1940. She is a graduate of the University of Kentucky.

Jack Taif Spencer, Assistant in Agronomy, Experiment Station, at salary of \$2000 a year, effective October 1, 1940, or as soon thereafter as he may report for duty, to fill vacancy caused by resignation of T. Hayden Rogers. He is a graduate of Kent State University (Ohio), has the master's degree from University of Wisconsin, and the doctor's degree from Ohio State University.

Lane Fletcher, temporary appointment as graduate assistant in Dairy Section, Experiment Station, effective September 16, 1940, at rate of \$50.00 a month. He is a graduate of Southwestern Louisiana University, having a master's degree from Texas A. & M. College.

Dorothy Gentry, Home Demonstration Agent in Hopkins County during sabbatical leave of Miss Ruth Harralson, at salary of \$1800 per annum, effective October 15, 1940. Miss Gentry has been Assistant Home Demonstration Agent in Hopkins County.

Dr. J. Allan Smith, Bulletin Editor, College of Agriculture, salary \$3400 a year, effective February 1, 1941.

Resignations

Marven R. Whipple, Graduate Assistant in Department of Political Science, effective September, 1940.

James F. Leins, Graduate Assistant, effective September, 1940.

Dr. Clifford Westerfield, Assistant Veterinarian in Department of Animal Pathology, effective with close of business, September 30, 1940. Resigned to accept position as Assistant Professor of Anatomy, College of Veterinary Medicine, Ohio State University.

Helen Logsdon, Clerk in Agricultural Extension Division, effective with close of business, September 30, 1940.

Leave of Absence

J. E. Hernandez, Assistant Professor of Romance Languages, leave of absence for 1940-41, effective about November 1, without pay.

Other Changes

That \$400 formerly provided for graduate assistant in Zoology from Haggin fund, since this assistant has resigned, be transferred to Zoology budget to provide for additional assistants in that department.

Joe Bosse, College of Education, given the title of Assistant in Education, with a salary increase of \$10.00 a month, effective October 1, 1940, to June 30, 1941.

On motion and second, this meeting of the Executive Committee was adjourned to meet again Friday, November 22, 1940, at 9:30 a.m. in the President's Office, University of Kentucky Campus.

D. H. Peak
Secretary, Board of Trustees