

At a meeting of the Executive Committee of the State University held at the President's office on Tuesday, December 21, 1913. There were present C. B. Nichols, J. N. Camden, C. B. Terrill and R. C. Stoll.

A motion was made and seconded to appropriate \$1000 for the purpose of installing and equipping a rural road laboratory in the Civil Engineering Department. The yeas and nays being called on the motion the vote was unanimous in favor of the proposition.

Plans and specifications were presented for the proposed vault in which to store books, records and other valuable papers of the University. It was moved and seconded that sum sufficient to build the same, approximately \$1000 or \$1100 be appropriated for the purpose of building the said vault. Yea and nay vote being called the vote stood unanimously in favor of the motion. And President Barker and the Business Agent were directed to have it constructed.

A motion was then made and seconded that the short mining course of 8 weeks which usually begins June 1st, will hereafter begin April 1st, each year and continue for 8 weeks, and that all students entering this course will be recieved on the same terms that agricultural students will be recieved, that is that no tuition will be charged. The motion as put was carried unanimously.

It is suggested that needed improvements should be made upon the campus for the purpose of beautifying same. And upon motion made and seconded and unanimously carried the Dean of the College of Agriculture was given charge of the grounds. And the same shall be kept under his direction and control and such improvements as may be needed will be reported by him from time to time to this committee.

It was made known that the Title Guaranty and Surety Company that now stands as security upon the bond of Y. Alexander as Treasurer of the University had sold out its business to the American Surety Company of New York and had taken over all the obligations being carried by the Title Guaranty and Surety Company, and requested that a new bond be made for the Treasurer and signed by the American Surety Company of New York. Upon motion made and seconded and unanimously carried, the Comptroller was directed to see that the proper bond was prepared and properly signed by the said Y. Alexander Treasurer with the American Surety Company of New York as security to take the place of the bond now made by the Title Guaranty and Surety Company. Not however, releasing and responsibility of the Title Guaranty and Surety Company incurred upto the time of the execution of the new bond.

It was moved and seconded and unanimously carried that on and after January 1st next, all payments of money on University account shall be made by voucher check, the form of the said check shall be made and approved by the President and Business Agent.

W. T. Lafferty Comptroller, and who has been holding in connection with that office the office of Business Agent, offered his resignation as Business Agent which is accepted.

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Howell Davies, who is serving as auditor was elected Business Agent which has the duties here to perform as auditor now attached to the office of Business Agent, and his salary at \$1500 per year.

The duties as attached to each of these offices will be as follows:

#### COMPTROLLER

1. It shall be the duty of the Comptroller at proper intervals to ascertain the amount due the University from the State of Kentucky, and look after the collection of same together with any and all other accounts or moneys due the University from any and all other sources, and see that same is promptly paid to the Treasurer of the University. He shall see that the condition of the University account at the bank is kept up so that all accounts may be paid monthly.
2. He shall sign all checks made upon the funds of the University and Experiment Station, for all accounts which are proper charges against the funds of the University or Experiment Station.
3. He shall attend to all ordinary legal matters pertaining to the affairs of the University and Experiment Station and such other legal matters as may be directed by the President, the Executive Committee, the Board of Control or the Board of Trustees.
4. He shall give bond annually to the University in the sum of \$10,000 for the faithful performance of his duties as Comptroller.
5. He shall have general supervision of buildings and a force of laborers necessary to maintain same. Ascertain and see to the making of all ordinary repairs upon buildings when such can be done within the budget allowance. Any extra needed improvements, or repairs shall be reported by him to the Executive Committee or Board of Trustees. He shall do any and all other work that he may be directed to do by the President of the University.
6. He shall be present at all meetings of the Board of Trustees and Executive Committee and perform the duties of Secretary thereto, and shall see that each member of the Board of Trustees receives a copy of the proceedings of each meeting the Board of Trustees of the Executive Committee immediately after the close of such meeting.

#### BUSINESS AGENT

The Business Agent shall have charge of the Business Office and maintain the proper system of bookkeeping for the management of its affairs. He shall examine and approve requi-

sitions drawn of the various accounts set out in the annual budget, or such additional as may be ordered by the Executive Committee or the Board of Trustees. and shall make all purchases for the University.

He shall audit all accounts of the various departments and shall see that a proper financial statement is rendered monthly, and an annual statement at the end of the fiscal year, and have copies of each as made sent to each member of the Board of Trustees.

Upon motion made seconded and carried the following resolution was adopted.

BE IT RESOLVED by the Executive Committee of State University Lexington. Ky. as follows:

1. All articles and matters proposed to be published in any bulletin, magazine or other publication of whatsoever character published or purporting to be published by any department of the University, or by any student or students thereof shall, before publication be submitted to the dean of such department, and until expressly approved by such dean such article or matter shall not be published and such dean shall be responsible to this Committee for all articles or matter appearing in any such publication.
2. All articles and matters proposed to be published in any bulletin, magazine or other publication of whatsoever character published or purporting to be published by the University as a whole or by the students of the University as a whole ( the publication known as the "Idea" and other similar publications shall be included herein) shall before such publication be submitted to the President of the University for his approval, and unless expressly approved by him such articles or matter shall not be published.
3. A copy of this resolution shall be sent to the dean of each department of this University and to the editors of all publications in the University.

Upon motion made and carried Mr. C. B. Nichols, as Chairman of the Executive Committee of this University, is hereby authorized on behalf of the University, and under the seal of the Trustees of the Peabody Fund, and the obligation to be informed satisfactory to the Peabody Fund Trustees. This to take place of the order made on June 4th 1913.

The note to be executed as of date July 1st, 1913, and to be in the following form.

\$40,000.00

Lexington, Ky. July 1, 1913

Five years after date the State University of Kentucky agrees and promises to pay to Younger Alexander, T. L. Edelen, and W. H. Cox, Trustees of the Peabody Fund, or their successors in office, who have been so designated by the

Board of Trustees of the State University, the sum of forty thousand dollars, with interest from date at the rate of 5% per annum which interest shall be paid annually for the use and benefit of the Educational Department of said institution.

Given under my hand for and on behalf of the University with seal of same hereto attached this the day and date above written.

State University of Kentucky

By ( not signed )

Chairman of Executive Committee

Upon motion made the Committee then adjourned.