

Irregularities

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, October 16, 1942.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:30 a.m. Friday, October 16, 1942. The following members were present: Judge Richard C. Stoll, R. P. Hobson, H. D. Palmore, James Park and H. S. Cleveland. President H. L. Donovan and Comptroller Frank D. Peterson were also present.

A. Approval of Minutes.

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1. On motion made and seconded, the minutes of the Executive Committee of July 17, 1942, were approved as published.

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B. Report of the Comptroller.

October 15, 1942

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I submit herewith a quarterly report of the financial operations as revealed by the records in the office of the Comptroller.

Allotments from Federal and State sources for the quarter have exceeded the amounts that were estimated. We purposely requested increased allotments so that maintenance and repair work could be pushed forward during the favorable months; also that the University and its various departments might requisition supplies for the year early, in order to take advantage of the vacation months for deliveries.

The income from student fees has exceeded our estimate for the first quarter by approximately \$8,500.00. It is unreasonable to expect the second and third quarter enrollments to maintain the enrollment figure set for the first quarter. The estimate for the year is based on an average enrollment of 2400 for the year and it necessarily follows that the enrollment for the first quarter must be greater than the estimated average.

The applied music fee will exceed the estimate. An encouraging pick-up in income was noted in this Department.

Student fees from the Training School (Elementary and High School) will not equal the estimate. There has been a tendency to over-estimate receipts from this source.

There are indications that fees from the Extension Department will approximate the estimate. There is, however, no cause to expect an increase.

The receipts from "sales and services" will compare favorably with corresponding periods of former years. It is highly probable that receipts from this source will exceed the estimate due primarily to a more accurate accounting for same.

The University owns seven houses which are rented. We experience no difficulty in keeping University property rented. Rent rates have been maintained at the same level for several years. The rents seem to be sufficient to amortize mortgage obligations existing against these pieces of property.

The boys' and girls' dormitories are operating at capacity. Reservations exceeded expectations. The revenue from these sources will equal the estimates.

The expenditures of various departments in many instances will show increases over the corresponding period of last year. This is due to the departments anticipating their needs and purposely ordering early, to allow for slow deliveries caused by the War Production Program. We have already purchased our entire coal supply for the year. Deliveries already made will permit operation beyond February, 1943. We have stored in our new storeroom more than \$25,000.00 in staple supplies. The University has been very fortunate in securing most materials ordered

this year. It is obvious, however, that we cannot expect to be so well blest the coming year. Priority restrictions continue and permits are more difficult to secure.

The note made for \$15,000.00 more than two years ago for additional funds for the Biological Science Building was paid on October 15, 1942. Plant fund commitments are paid when due.

There was on July 1, 1942, a balance of \$199,962.27 in the restricted current funds, which is made up of the balances of various funds held by the University. These funds are to be used for various restricted purposes. The balance on October 1, 1942, was \$243,229.61. This balance seems to be rather constant, and it would seem frugal to invest as much as \$50,000.00 in Government or Kentucky Municipal bonds. The Experiment Station has a group of restricted accounts which balances aggregate, continuously, more than \$40,000.00. We might consider investing as much as \$15,000.00 of these funds. The Agency Fund remains from \$19,000.00 up. There is now in the Student Loan Fund a balance of \$7,783.89, which might be invested. This has the approval of Dean T. T. Jones. The Student Loan Fund now invested is approximately \$42,000.00.

Cordially yours,

Frank D. Peterson
Comptroller

Statement of Unrealized Income
For the Period Ending September 30, 1942

College Division

	<u>Budget Estimate</u>	<u>Realized to Date</u>	<u>Unrealized Balance</u>
<u>Educational and General</u>			
State Appropriations			
Division of Colleges	\$ 933,000.00	\$ 330,000.00	\$ 603,000.00
College of Agriculture	24,000.00	6,000.00	18,000.00
Summer School	10,000.00	10,000.00	
Repairs to Buildings	30,000.00	20,000.00	10,000.00
Library Equipment	10,000.00	5,000.00	5,000.00
Sci. Lab. Equipment	20,000.00	15,000.00	5,000.00
Engineering Equipment	20,000.00	20,000.00	
Home Economics Equip.	10,000.00	5,000.00	5,000.00
Research in Coal	7,500.00	2,000.00	5,500.00
Vocational Education	29,025.00	29,025.00	
Capital Outlay	200,000.00		200,000.00
Subtotal	<u>\$1,293,525.00</u>	<u>\$ 442,025.00</u>	<u>\$ 851,500.00</u>
Federal Funds			
Bankhead-Jones Act	\$ 44,438.21	\$ 44,867.87	\$ 429.66*
Morrill-Nelson Teaching Act	42,750.00	42,750.00	.00
Smith-Hughes (Vocational Education)	29,025.00	29,025.00	.00
Int. on Land Grant Bonds	8,644.50		8,644.50
Subtotal	<u>\$ 124,857.71</u>	<u>\$ 116,642.87</u>	<u>\$ 8,214.84</u>
Student Fees			
All Col. except Law	\$ 225,400.00	\$ 124,105.31	\$ 101,294.69
College of Law	5,000.00	2,160.88	2,839.12
Auditors	500.00		500.00
Late Registration	600.00	27.00	573.00
Special Examinations	100.00	24.00	76.00
Transcripts	500.00	445.24	54.76
Applied Music	3,000.00	558.75	2,441.25
Training Sch.-El.	7,000.00	2,108.75	4,891.25
Training Sch.-High Sch.	10,500.00	5,887.25	4,612.75
University Extension	10,000.00	2,628.19	7,371.81
Subtotal	<u>\$ 262,600.00</u>	<u>\$ 137,945.37</u>	<u>\$ 124,654.63</u>
Endowments (Current)			
Peabody Fund	\$ 1,000.00	\$	\$ 1,000.00
Sales and Services			
Locker Receipts	3,775.00	\$ 984.00	\$ 2,791.00
Misc. Maint. & Operation	6,000.00	1,740.65	4,259.35
Other Misc. Receipts	4,000.00	2,298.70	1,701.30
Rent of Inst. Property	400.00	400.00	
Rent of Residences	2,600.00	695.00	1,905.00
Subtotal	<u>\$ 16,775.00</u>	<u>\$ 6,118.35</u>	<u>\$ 11,656.65</u>
Total Ed. & General	<u>\$1,698,757.71</u>	<u>\$ 702,731.59</u>	<u>\$ 996,026.12</u>

*Income in excess of estimate.

Statement of Unrealized Income
For the Period Ending September 30, 1942

College Division

	<u>Budget Estimate</u>	<u>Realized to Date</u>	<u>Unrealized to Date</u>
<u>Auxiliary Enterprises and Activities</u>			
Residence Halls			
Men - Room	\$ 23,900.00	\$ 10,720.95	\$ 13,179.05
Men - Misc.	100.00	10.00	90.00
Women - Room	42,000.00	14,244.50	27,755.50
Women - Board	65,000.00	9,575.00	55,425.00
Women - Misc.	500.00	222.73	277.27
Sub-total	<u>\$ 131,500.00</u>	<u>\$ 34,773.18</u>	<u>\$ 96,726.82</u>
Post Office	\$ 2,700.00	\$ 868.45	\$ 1,831.55
Book Store Commissions	<u>7,000.00</u>	<u> </u>	<u>7,000.00</u>
Total Aux. Enter- prises & Activ,	<u>\$ 141,200.00</u>	<u>\$ 35,641.63</u>	<u>\$ 105,558.37</u>
Combined Total	<u>\$1,839,957.71</u>	<u>\$738,373.22</u>	<u>\$1,101,584.49</u>

Statement of State and Federal Allotments
For the Period Ending September 30, 1942

College Division

<u>Division of Colleges</u>	<u>Allotted to Date</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
Personal Services	\$235,000.00	\$196,633.79	\$ 6,560.00	\$ 31,806.21
Non-Personal Serv.	17,000.00	9,123.50	8,200.80	**324.30
Mat. & Supplies	53,000.00	17,512.31	32,432.16	3,055.53
Other Cur. Expen.	15,000.00	14,680.45		319.55
Capital Outlay	10,000.00	4,979.10	2,761.53	2,259.37
Subtotal	<u>\$350,000.00</u>	<u>\$242,929.15</u>	<u>\$ 49,954.49</u>	<u>\$ 37,116.36</u>
College of Agr.	\$ 6,000.00	\$ 6,000.00	\$	\$
Summer School	10,000.00	10,000.00		
Repairs to Bldgs.	20,000.00	11,553.81	7,233.71	1,212.48
Lib. Equipment	5,000.00	1,857.55	1,846.07	1,296.38
Sci. Lab. Equip.	15,000.00	1,578.93	6,663.45	6,757.57
Engineering Equip.	20,000.00	2,274.27	9,658.27	8,067.46
Home Ec. Equip.	5,000.00			5,000.00
Res. in Coal	2,000.00	150.00		1,850.00
Subtotal	<u>\$ 83,000.00</u>	<u>\$ 33,414.61</u>	<u>\$ 25,401.50</u>	<u>\$ 24,183.89</u>
Bankhead-Jones Act	\$ 44,867.87	\$ 5,000.00	\$	\$ 39,867.87
Morrill-Nelson Teach. Act	42,750.00	6,000.00		36,750.00
Int. on Land Grant Bonds				
Smith-Hughes (Voca- tional Ed.)	29,025.00			29,025.00
Vocational Ed. (State Dept. Ed.)	29,025.00			29,025.00
Subtotal	<u>\$145,667.87</u>	<u>\$ 11,000.00</u>	<u>\$.00</u>	<u>\$134,667.87</u>
Combined Tot.	<u>\$558,667.87</u>	<u>\$287,343.76</u>	<u>\$ 75,355.99</u>	<u>\$195,968.12</u>

State Revolving Fund Balance

	<u>Receipts to Date</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
College Revolving	\$ 98,714.16	\$40,164.24	\$26,765.75	\$ 31,784.17
Building Redemption Fund	8,500.00	8,500.00		
Total	<u>\$107,214.16</u>	<u>\$48,664.24</u>	<u>\$26,765.75</u>	<u>\$ 31,784.17</u>

**Expenditures in excess of allotment.

Statement of Appropriations
For the Period Ending September 30, 1942

College Division

	<u>Budget Estimate</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
<u>Administration and General</u>				
Administration	\$ 76,169.25	\$ 18,835.51	\$ 1,517.13	\$ 55,816.61
Student Welfare	6,050.00	829.89		5,220.11
Public Relations & General Expense	31,666.37	9,466.21	1,174.23	21,025.93
Subtotal	<u>\$113,885.62</u>	<u>\$ 29,131.61</u>	<u>\$ 2,691.36</u>	<u>\$ 82,062.65</u>
 <u>Instruction</u>				
Arts & Sciences	\$466,580.25	\$ 86,588.98	\$ 6,078.93	\$373,912.34
Engineering	132,952.37	24,549.38	10,051.83	98,351.16
Commerce	55,135.84	11,902.65	179.51	43,053.68
Agriculture	119,185.00	23,699.00	3,731.16	91,754.84
Law	30,610.00	5,256.93	1,647.93	23,705.14
Education	172,899.03	36,220.98	1,233.73	135,444.32
Graduate School	2,040.00	822.22	37.00	1,180.78
Botanical Garden	1,250.00	241.27		1,008.73
Educational Conf's.	700.00			700.00
University Extension	30,565.00	5,202.73	1,438.10	23,924.17
Library	67,536.60	12,859.64	2,947.49	51,729.47
Subtotal	<u>\$1,079,454.09</u>	<u>\$207,343.78</u>	<u>\$ 27,345.68</u>	<u>\$844,764.63</u>
 <u>Operation of Phys- ical Plant</u>				
	\$ 202,453.50	\$ 70,890.93	\$ 41,366.86	\$ 90,195.71
 <u>Auxiliary Enter- prises</u>				
	\$ 121,065.50	\$ 9,915.32	\$ 6,403.84	\$104,746.34
 <u>Combined Total</u>				
	<u>\$1,516,858.71</u>	<u>\$317,281.64</u>	<u>\$ 77,807.74</u>	<u>\$1121769.33</u>
 <u>Plant Funds</u>				
All Commitments	<u>\$ 292,089.29</u>	<u>\$ 18,736.19</u>	<u>\$ 1,692.00</u>	<u>\$ 271,661.10</u>

Statement of Unrealized Income
For the Period Ending September 30, 1942

Experiment Station Division

	<u>Budget Estimate</u>	<u>Realized to Date</u>	<u>Unrealized Balance</u>
<u>State Appropriations</u>			
General	\$ 50,000.00	\$ 12,500.00	\$ 37,500.00
Tobacco Research	7,500.00	2,000.00	5,500.00
Service Laboratories	21,000.00	5,250.00	15,750.00
Nursery Inspection	2,000.00	500.00	1,500.00
Princeton Sub-Station	16,000.00	4,200.00	11,800.00
Quicksand Sub-Station	16,000.00	4,225.00	11,775.00
Horticulture	10,000.00	2,500.00	7,500.00
Strawberry Mktng & Lab.	1,500.00	1,500.00	
Subtotal	<u>\$ 124,000.00</u>	<u>\$ 32,675.00</u>	<u>\$ 91,325.00</u>
<u>Federal Funds</u>			
Hatch	\$ 15,000.00	\$ 3,750.00	\$ 11,250.00
Adams	15,000.00	3,750.00	11,250.00
Purnell	60,000.00	15,000.00	45,000.00
Bankhead-Jones	81,533.32	20,383.33	61,149.99
Subtotal	<u>\$ 171,533.32</u>	<u>\$ 42,883.33</u>	<u>\$ 128,649.99</u>
<u>Sales and Services</u>			
Serum Sales	\$ 504.73	\$ 785.00	\$ 280.27*
Seed Inspection Fees	31,680.00	5,023.02	26,656.98
Fertilizer Tags	53,820.00	9,616.05	44,203.95
Feed Inspection Tags	60,000.00	18,970.61	41,029.39
License Fees	11,000.00	7,656.77	3,343.23
Farm Sales	32,000.00	7,405.16	24,594.84
Nursery Inspection Fees	1,800.00	945.00	855.00
Robinson Misc.		455.30	455.30*
West Ky. Misc.	1,223.82	3,500.67	2,276.85*
Public Analysis Misc.	132.50	40.00	92.50
Subtotal	<u>\$ 192,161.05</u>	<u>\$ 54,397.58</u>	<u>\$ 137,763.47</u>
Combined Tot.	<u>\$ 487,694.37</u>	<u>\$ 129,955.91</u>	<u>\$ 357,738.46</u>

*Income in excess of estimate.

Statement of State and Federal Allotments
For the Period Ending September 30, 1942

Experiment Station Division

	<u>Allotted to Date</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
<u>State Appropriations</u>				
General Appro.	\$12,500.00	\$15,644.25	\$.00	\$ 3,144.25 **
Tobacco Research	2,000.00	1,383.61	27.72	588.67
Serv.Laboratories	5,250.00	4,400.40	93.50	756.10
Nursery Inspection	500.00	499.98	.00	.02
Princeton-Sub-sta.	4,200.00	3,953.68	.00	246.32
Quicksand Sub-sta.	4,225.00	3,846.73	37.13	341.14
Horticulture	2,500.00	934.68	162.64	1,402.68
Strawberry Mkt.& Lab.	1,500.00	.00	.00	1,500.00
Subtotal	<u>\$32,675.00</u>	<u>\$30,663.33</u>	<u>\$ 320.99</u>	<u>\$ 1,690.68</u>
<u>Federal Funds</u>				
Hatch	\$ 3,750.00	\$ 3,069.97	\$.00	\$ 680.03
Adams	3,750.00	3,482.14	8.33	259.53
Purnell	15,000.00	13,545.36	740.67	713.97
Bankhead-Jones	20,383.33	18,170.19	654.86	1,558.28
Subtotal	<u>\$42,883.33</u>	<u>\$38,267.66</u>	<u>\$ 1,403.86</u>	<u>\$ 3,211.81</u>
Combined Total	<u>\$75,558.33</u>	<u>\$68,930.99</u>	<u>\$ 1,724.85</u>	<u>\$ 4,902.49</u>

State Revolving Fund Balance

	<u>Receipts to Date</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balances</u>
Experiment Sta.	<u>\$118,246.80</u>	<u>\$38,332.43</u>	<u>\$25,152.41</u>	<u>\$54,761.96</u>

**Expenditures in excess of allotment.

Statement of Appropriations
For the Period Ending September 30, 1942

Experiment Station Division

	<u>Budget</u> <u>Estimate</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Free</u> <u>Balance</u>
<u>Hatch Fund</u>				
Administration	\$ 7,800.00	\$ 1,570.00	\$.00	\$ 6,230.00
Agronomy	900.00	225.00	.00	675.00
Animal Husbandry	1,200.00	.00	.00	1,200.00
Chemistry	2,200.00	549.99	.00	1,650.01
Horticulture	1,100.00	274.98	.00	825.02
Publica.& Lib.	1,800.00	450.00	.00	1,350.00
Subtotal	<u>\$ 15,000.00</u>	<u>\$ 3,069.97</u>	<u>\$.00</u>	<u>\$ 11,930.03</u>
<u>Adams Fund</u>				
Animal Pathology	\$ 5,300.00	\$ 1,074.99	.00	\$ 4,225.01
Chemistry	3,900.00	975.00	.00	2,925.00
Animal Nutrition	5,800.00	1,432.15	8.33	4,359.52
Subtotal	<u>\$ 15,000.00</u>	<u>\$ 3,482.14</u>	<u>8.33</u>	<u>\$ 11,509.53</u>
<u>Purnell Fund</u>				
Administration	\$ 550.00	.00	.00	\$ 550.00
Farm Economics	31,376.00	6,990.56	565.33	23,820.11
Markets	20,784.00	5,213.73	.00	15,570.27
Home Economics	5,090.00	1,216.09	175.34	3,698.57
Publica.& Lib.	2,200.00	124.98	.00	2,075.02
Subtotal	<u>\$ 60,000.00</u>	<u>\$ 13,545.36</u>	<u>\$ 740.67</u>	<u>\$ 45,713.97</u>
<u>Bankhead-Jones Funds</u>				
Agronomy	\$ 40,187.00	\$ 8,848.35	\$ 186.75	\$ 31,151.90
Animal Husbandry	4,823.00	1,336.11	51.30	3,435.59
Animal Pathology	7,680.00	1,930.80	.00	5,749.20
Chemistry	4,400.00	999.96	5.81	3,394.23
Ent. & Botany	5,155.00	1,147.50	.00	4,007.50
Markets	3,476.00	846.00	18.00	2,612.00
Horticulture	4,740.00	1,167.88	18.00	3,554.12
Dairy	2,500.00	406.52	375.00	1,718.48
Animal Nutrition	480.00	120.00	.00	360.00
Publica.& Lib.	2,500.64	124.98	.00	2,375.66
Poultry	5,591.68	1,242.09	.00	4,349.59
Subtotal	<u>\$ 81,533.32</u>	<u>\$ 18,170.19</u>	<u>\$ 654.86</u>	<u>\$ 62,708.27</u>
Total Fed. Funds	<u>\$171,533.32</u>	<u>\$ 38,267.66</u>	<u>\$ 1,403.86</u>	<u>\$131,861.80</u>

Statement of Appropriations
For the Period Ending September 30, 1942

Experiment Station Division

	<u>Budget Estimate</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
<u>State Revolving Funds</u>				
Administration	\$ 32,939.60	\$ 5,001.26	\$.00	\$ 27,938.34
Agronomy	20,448.90	4,135.98	391.86	15,921.06
Animal Husbandry	12,271.50	2,869.27	457.20	8,945.03
Animal Pathology	2,684.73	355.22	646.86	1,682.65
Chemistry	3,160.00	560.55	264.63	2,334.82
Ent. & Botany	26,065.00	5,463.13	123.00	20,478.87
Horticulture	5,325.00	1,456.02	10.30	3,858.68
Robinson Sub-sta.	.00	404.94	427.68	* 832.62
West Ky. Sub-sta.	1,223.82	1,248.51	811.34	* 836.03
Dairy	11,697.00	2,365.21	229.11	9,102.68
Animal Nutrition	220.00	55.23	.00	164.77
Publica. & Lib.	10,669.68	977.61	7.56	9,684.51
Creamery License	10,365.00	2,316.52	70.00	7,978.48
Feed & Fertilizer	49,231.00	8,272.07	3,399.50	37,559.43
Pub. Service Labs.	132.50	2.30	.00	130.20
Poultry	2,277.32	297.52	741.97	1,237.83
Adds. & Betterments	3,450.00	375.00	.00	3,075.00
An. Pathol. Bldg.	16,028.86	2,176.09	9,312.13	4,540.64
Subtotal	<u>\$208,189.91</u>	<u>\$ 38,332.43</u>	<u>\$16,893.14</u>	<u>\$152,964.34</u>
<u>State Appropriation Funds</u>				
Administration	\$ 13,157.40	\$ 6,089.26	\$.00	\$ 7,068.14
Agronomy	8,204.10	1,759.98	.00	6,444.12
Animal Husbandry	5,311.50	1,627.83	.00	3,683.67
Animal Pathology	3,540.00	714.99	.00	2,825.01
Chemistry	14,419.00	3,113.35	.00	11,305.65
Entomol. & Botany	8,058.00	2,012.46	.00	6,045.54
Markets	1,500.00	.00	.00	1,500.00
Horticulture	11,300.00	1,559.67	79.75	9,660.58
Robinson Sub-sta.	16,000.00	3,846.73	57.13	12,116.14
West Ky. Sub-sta.	16,000.00	3,953.68	.00	12,046.32
Dairy	2,460.00	535.00	.00	1,925.00
Publica. & Lib.	1,460.00	364.98	.00	1,095.02
Public Serv. Lab.	20,250.00	4,400.40	13.50	15,836.10
Poultry	2,340.00	685.00	.00	1,655.00
Subtotal	<u>\$124,000.00</u>	<u>\$ 30,663.33</u>	<u>\$ 130.38</u>	<u>\$ 93,206.29</u>
Total-State Funds	<u>\$332,189.91</u>	<u>\$ 68,995.76</u>	<u>\$ 1,023.52</u>	<u>\$246,170.63</u>
Combined Totals	<u>\$505,723.23</u>	<u>\$107,263.42</u>	<u>\$13,427.38</u>	<u>\$378,032.43</u>

* Expenditures in excess of estimate.

Statement of Unrealized Income
For the Period Ending September 30, 1942

Extension Division

	<u>Budget Estimate</u>	<u>Realized to Date</u>	<u>Unrealized Balance</u>
<u>State Appropriation</u>			
General	\$ 155,000.00	\$ 38,750.00	\$ 116,250.00
 <u>Federal Funds</u>			
Bankhead-Jones-Smith- Lever	\$ 625,981.53	\$ 312,990.76	\$ 312,990.77
Capper-Ketcham	37,387.96	18,693.98	18,693.98
Subtotal	<u>\$ 663,369.49</u>	<u>\$ 331,684.74</u>	<u>\$ 331,684.75</u>
Combined Total	<u>\$ 818,369.49</u>	<u>\$ 370,434.74</u>	<u>\$ 447,934.75</u>

Statement of State and Federal Allotments
For the Period Ending September 30, 1942

Extension Division

	<u>Allotted to Date</u>	<u>Expendi- tures</u>	<u>Encum- brances</u>	<u>Free Balance</u>
<u>State Appropriation</u>				
General-Personal Services	\$ 38,750.00	\$ 38,530.35	\$	\$ 219.65
 <u>Federal Funds</u>				
Bankhead-Jones-Smith- Lever	\$312,990.76	\$119,155.24	\$ 2,526.90	\$191,308.62
Capper-Ketcham	18,693.98	27,847.72	.00	**9,153.74
Sub-total	<u>\$337,684.74</u>	<u>\$147,002.96</u>	<u>\$ 2,526.90</u>	<u>\$182,154.88</u>
Combined Total	<u>\$370,434.74</u>	<u>\$185,533.31</u>	<u>\$ 2,526.90</u>	<u>\$182,374.53</u>

**Expenditures in excess of allotment.

Statement of Appropriations
For the Period Ending September 30, 1942

Extension Division

	<u>Budget</u> <u>Estimates</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Free</u> <u>Balance</u>
<u>Smith-Lever-Bankhead-</u>				
<u> Jones Fund</u>				
Administration	\$ 23,170.00	\$ 5,641.76	\$ 75.40	\$ 17,452.84
Publications	14,220.00	501.66	1,035.00	12,683.34
Public Information	2,200.00	31.29	2.50	2,166.21
County Agents	412,981.76	98,315.96	843.67	313,822.13
Home Demonstration	120,656.72	6,924.99	407.50	113,304.23
Clothing	900.00	243.73	.00	656.27
Foods	1,800.00	292.14	1.00	1,506.86
Junior Clubs	16,060.00	2,539.25	10.00	13,510.75
Agronomy	5,400.00	1,205.51	78.70	4,115.79
Dairy	2,200.00	730.45	2.42	1,467.13
Animal Husbandry	1,800.00	329.28	50.80	1,419.92
Markets	2,000.00	270.43	1.45	1,728.12
Farm Management	2,000.00	391.72	.00	1,608.28
Poultry	3,300.00	468.46	.00	2,831.54
Horticulture	2,800.00	430.48	.00	2,369.52
Vet. Science	500.00	26.83	.00	473.17
Agr. Engineering	2,850.00	330.29	13.00	2,506.71
Farm & Home Conven.	900.00	.00	.00	900.00
Home Management	2,000.00	194.84	5.46	1,799.70
Rural Sociology	900.00	.00	.00	900.00
Forestry	1,500.00	286.17	.00	1,213.83
Adm. Reser.	5,863.05	.00	.00	5,863.05
Subtotal	<u>\$625,981.53</u>	<u>\$119,155.24</u>	<u>\$ 2,526.90</u>	<u>\$504,299.39</u>
 <u>Capper-Ketcham Fund</u>				
County Agents	\$ 9,986.68	\$.00	\$.00	\$ 9,986.68
Home Dem.	27,401.28	27,847.72	.00	** 446.44
Subtotal	<u>\$ 37,387.96</u>	<u>\$27,847.72</u>	<u>\$.00</u>	<u>\$ 9,540.24</u>
Total-Federal Fund	<u>\$663,369.49</u>	<u>\$147,002.96</u>	<u>\$ 2,526.90</u>	<u>\$513,839.63</u>

**Expenditures in excess of estimate.

Statement of Appropriations
For the Period Ending September 30, 1942

Extension Division

	<u>Budget</u> <u>Estimates</u>	<u>Expendi-</u> <u>tures</u>	<u>Encum-</u> <u>brances</u>	<u>Free</u> <u>Balance</u>
<u>State Appropriation Funds</u>				
Administration	\$.00	\$.00	.00	\$.00
Publications	7,158.00	1,664.49	.00	5,473.51
Public Information	6,520.00	1,629.99	.00	4,890.01
County Agents	.00	.00	.00	.00
Home Demonstration Ag.	13,612.00	3,524.98	.00	10,087.02
Clothing	3,000.00	750.00	.00	2,250.00
Foods	5,800.00	1,449.99	.00	4,350.01
Junior Clubs	39,317.00	8,974.18	.00	30,342.82
Agronomy	17,392.00	4,347.93	.00	13,044.07
Dairy	4,125.00	1,349.97	.00	2,775.03
Animal Husbandry	5,480.00	1,369.98	.00	4,110.02
Markets	7,096.00	1,659.00	.00	5,437.00
Farm Management	8,160.00	2,199.97	.00	5,960.03
Poultry	10,520.00	2,629.98	.00	7,890.02
Horticulture	9,100.00	2,649.96	.00	6,450.04
Veterinary Science	3,200.00	799.98	.00	2,400.02
Agr. Engineering	7,040.00	1,759.95	.00	5,280.05
Home Management	5,700.00	1,425.00	.00	4,275.00
Rural Sociology	.00	.00	.00	.00
Forestry	1,800.00	345.00	.00	1,455.00
Total-State Funds	<u>\$155,000.00</u>	<u>\$ 38,539.35</u>	<u>\$.00</u>	<u>\$116,469.65</u>
Combined Total	<u>\$818,369.49</u>	<u>\$185,533.31</u>	<u>\$ 2,526.90</u>	<u>\$630,309.28</u>

The Committee examined the report, asked questions relative to various balances, and discussed the forecast made on income for the University. The Executive Committee took note of the recommendation for investing a part of large balances carried by various funds and took the following action:

* * * * *

2. Upon motion duly made and seconded, the President and the Comptroller were authorized to invest \$50,000.00 of the balance of Restricted Current Funds, \$15,000.00 of the balance of Experiment Station Restricted Current Funds, and \$6,000.00 of the Student Loan Fund in Government securities.

* * * * *

C. Comptroller's Report on Student Loan Fund.

The President presented the following letter which he asked to be read and explained by the Comptroller:

October 16, 1942

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I hand you hereto attached compilation of donors to the Student Loan Fund of the University of Kentucky. The fund was first started in 1920 and has increased from time to time until on June 30, 1942, the permanent principal fund amounted to \$39,370.08. Since this list represents the only complete compilation of the donors and sources establishing the Loan Fund, I suggest that it be submitted to the Board of Trustees for record purposes.

I also attach a balance sheet as shown by our general ledger on June 30, 1942. In the balance sheet portion called "Unadjusted" notes receivable aggregate \$6,905.81. From a detail analysis of the individual notes it has been

determined, Dean Jones concurring, that a total of \$5,672.91 were made during the period from 1922 to 1936, and are at this time uncollectible. I ask approval to charge off these notes that have been so determined and file a list of same with the Secretary of the Board of Trustees. The list to show the maker, date, face amount, and balance to June 30, 1942. In the event any collections are made hereafter on any of the said notes so listed, the amount so collected will be noted on the original note and credited as income to the Loan Fund. I also ask for approval to file with such a list a second list of notes receivable which, Dean Jones concurring, are thought to be collectible. These notes will be so carried on our general ledger.

There also exists a list of notes carried as receivable amounting to \$365.46, which notes have been actually paid, but not taken up by the maker. I ask approval to so adjust the general ledger as of June 30, 1942.

As stated above the permanent principal of the Loan Fund is \$39,370.08. However, the actual loan fund principal, as shown by the balance sheet, after the above adjustments are made, is \$51,169.78. Of this amount \$11,799.70 represents interest income to the fund during its existence. I ask approval to hold the permanent principal of the loan fund intact and treat all increments, other than gifts, hereafter received as income.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller

STUDENT LOAN FUND

Balance Sheet

June 30, 1942 (Unadjusted)

Assets

Cash	\$ 5,181.30
Notes Receivable	6,905.81
Investments	44,390.12
Total	<u>\$56,477.23</u>

Liabilities

Principal Balance	<u>\$56,477.23</u>
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Balance Sheet

June 30, 1942 (Adjusted)

Assets

Cash	\$ 5,181.30
Notes Receivable	1,598.36
Investments	<u>44,390.12</u>
Total	<u>\$51,169.78</u>

Liabilities

Principal-Permanent-General	\$39,370.08
Principal-Temporary (Income)	<u>11,799.70</u>
Total	<u>\$51,169.78</u>

The Executive Committee discussed the balance sheet and authorized its inclusion in the minutes. They also discussed the list of Notes Receivable which are thought to be uncollectible and the list of Notes Receivable which are thought to be collectible and directed that both lists be filed with the Secretary of the Board of Trustees. After each member of the Executive Committee examined the list of Notes Receivable deemed uncollectible, upon motion duly made and seconded the recommendations made in the letter of the Comptroller to President H. L. Donovan under date of October 16, 1942, were approved. Upon motion duly made and seconded the Executive Committee further approved the request to adjust the General Ledger as of June 30, 1942, in the amount of \$365.46, representing notes carried as receivable although the notes have actually been paid, as explained in the letter submitted.

D. Maxwell Allen Account.

Judge Hobson presented bill from Maxwell Allen. Same was authorized paid from the Haggin fund.

E. Report on Enrollment.

President Donovan submitted figures showing the changes in enrollment from first semester 1941-42 to the first semester 1942-43. The Board manifested much interest and, after discussion of the various changes noted, requested that the information be copied in the minutes.

Changes in Enrollment from First
Semester, 1941-42 to First Semester, 1942-43

Classification	1941-42	1942-43	Per Cent of Change
Arts and Sciences	1283	1239	- 3.4
Agriculture and Home Economics	611	472	-22.7
Engineering	419	410	- 2.1
Law	81	41	-49.3
Education	185	137	-25.9
Commerce	427	318	-25.5
Graduate School	265	144	-45.6
All Men	2069	1640	-20.7
All Women	1202	1121	- 6.7
Total Enrollment	3271	2761	-15.5

Comparative Enrollment Figures

First Semester, 1941-42---Fall Quarter, 1942

<u>Kentucky</u>	<u>1941-42</u>	<u>Fall-1942</u>	<u>Kentucky</u>	<u>1941-42</u>	<u>Fall-1942</u>
Adair	3	2	Gallatin	7	3
Allen	0	2	Garrard	19	16
Anderson	17	14	Grant	11	8
Ballard	5	10	Graves	26	16
Barren	11	11	Grayson	12	7
Bath	10	6	Green	2	9
Bell	12	15	Greenup	5	3
Boone	13	12	Hancock	1	1
Bourbon	65	60	Hardin	20	17
Boyd	54	49	Harlan	46	34
Boyle	41	25	Harrison	30	18
Bracken	10	8	Hart	8	11
Breathitt	10	10	Henderson	23	17
Breckinridge	6	5	Henry	18	16
Bullitt	8	6	Hickman	11	5
Butler	2	1	Hopkins	24	17
Caldwell	6	6			
Calloway	10	8	Jackson	3	1
Campbell	32	54	Jefferson	162	136
Carlisle	5	4	Jessamine	43	35
Carroll	9	11	Johnson	14	6
Carter	5	6	Kenton	65	65
Casey	5	6	Knott	4	3
Christian	41	39	Knox	10	15
Clark	41	40	Larue	10	9
Clay	4	4	Laurel	3	4
Clinton	0	0	Lawrence	9	6
Crittenden	3	3	Lee	7	8
Cumberland	2	1	Leslie	1	0
			Letcher	21	13
Daviess	29	32	Lewis	8	6
Edmonson	1	0	Lincoln	29	22
Elliott	0	0	Livingston	3	2
Estill	17	12	Logan	10	5
			Lyon	0	1
Fayette	827	712			
Fleming	21	9	Madison	29	29
Floyd	39	28	Magoffin	6	2
Franklin	69	48	Marion	25	16
Fulton	32	17	Marshall	5	1

<u>Kentucky</u>	<u>1941-42</u>	<u>Fall-1942</u>	<u>Out-of-State</u>	<u>1941-42</u>	<u>Fall-1942</u>
Martin	0	2	Alabama	4	8
Mason	29	27	Arizona	0	1
McCracken	35	34	Arkansas	6	2
McCreary	8	10	California	3	3
McLean	5	3	Colorado	1	1
Meade	8	7	Connecticut	9	4
Menifee	2	2	Delaware	2	1
Mercer	26	18	Dist.of Columbia	5	4
Metcalfe	0	0	Florida	19	16
Monroe	5	4	Georgia	9	10
Montgomery	16	14	Illinois	28	21
Morgan	3	7	Indiana	38	31
Muhlenberg	22	18	Iowa	4	4
Nelson	19	18	Kansas	2	4
Nicholas	13	10	Louisiana	2	1
Ohio	15	12	Maine	1	0
Oldham	8	6	Maryland	3	1
Owen	13	17	Massachusetts	3	5
Owsley	0	0	Michigan	9	6
			Minnesota	2	1
Pendleton	13	11	Mississippi	6	3
Perry	30	21	Missouri	10	12
Pike	10	21	Montana	1	1
Powell	3	3	New Hampshire	5	2
Pulaski	33	33	New Jersey	20	16
Robertson	0	0	New York	74	53
Rockcastle	4	5	North Carolina	8	1
Rowan	5	3	Ohio	53	50
Russell	5	3	Oklahoma	1	5
			Pennsylvania	18	13
Scott	50	27	South Carolina	6	8
Shelby	37	27	South Dakota	1	1
Simpson	12	11	Tennessee	28	22
Spencer	8	2	Texas	11	6
Taylor	12	11	Virginia	10	11
Todd	7	9	Washington	1	1
Trigg	5	6	W. Virginia	47	40
Trimble	6	4	Wisconsin	4	1
Union	13	19	Wyoming	2	1
			<u>Foreign</u>		
Warren	15	12	Canada	1	2
Washington	15	4	China	1	1
Wayne	6	7	Costa Rica	1	1
Webster	7	10	Cuba	1	1
Whitley	20	25	France	1	1
Wolfe	9	3	Guatemala	0	1
Woodford	46	39	Mexico	0	1
			Puerto Rico	1	3

Significant features: In Kentucky 113 of the 120 counties are represented, as compared to 112 last year; 40 of the 48 states, including Kentucky, and eight foreign countries.

First Term 1941-42--3,252

Fall Quarter 1942-43--2,756

President Donovan stated that the relation of men to women of the enrollment of the University usually was on a ratio of 2 to 1, but the present enrollment indicated an enrollment ratio of 1.4 to 1. He reported further to the Board that we now have about 285 enlisted soldiers enrolled in the Army Engineers course as heretofore contracted with the War Department. He stated that the number would increase until enrollment had reached approximately 870 by the first of December. The enrollment figures shown in the table did not include Enlisted Corps Engineers. The President's oral report to the Committee praising the conduct of the Enlisted Corps of engineers as sent here by the War Department was enthusiastically received by the Board.

F. Additions to Graduate Faculty.

President Donovan explained that it was the general custom at the University for department heads to be members of the Graduate Faculty and he recommended to the Executive Committee the appointment of Dr. Hobart Ryland, head of the Department of Romance Languages, and Dr. Lawrence L. Quill, head of the Department of Chemistry, to the Graduate Faculty. Upon motion duly made and seconded, the Executive Committee concurred in the recommendation of the President in the appointment of Dr. Hobart Ryland and Dr. Lawrence L. Quill to the Graduate Faculty.

G. Meeting of Association of Governing Boards of Colleges and Universities.

President Donovan called attention of the members of the Executive Committee to the meeting of the Association of Governing Boards of Colleges and Universities, and it was ordered that any member of the Board of Trustees who could arrange to go to the meeting was requested to go as a representative of the University.

H. Scholarship Gifts.

President Donovan submitted a letter from Dean Cooper announcing a Sears and Roebuck Foundation scholarship gift of \$2000.00; also a letter announcing the Republic Steel Corporation, Inc., Cleveland, Ohio, scholarship gift of \$3050.00.

* * * * *

3. Upon motion duly made and seconded, the gifts were accepted and President Donovan was directed to write a letter of acceptance and appreciation to Sears and Roebuck and the Republic Steel Corporation

* * * * *

Correspondence pertaining to the gifts was authorized copied into the minutes.

September 26, 1942

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I know you will be gratified to learn that the Sears-Roebuck Foundation has provided \$2,000 for undergraduate scholarships for agricultural students in the College of Agriculture and Home Economics. Check for \$2,000 is being sent to the Comptroller. It is given under the condition that the appointments for the scholarships may be made by the Dean of the College of Agriculture.

Very truly yours,

(Signed) Thomas Cooper
Dean and Director

- - - - -

September 25, 1942

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I have received a check for \$3050 from the Republic Steel Corporation, Inc., Cleveland, Ohio, for certain specific scholarships and a graduate assistantship in the College of Agriculture. These funds have been transmitted to the Comptroller through the usual channel. This is a continuation of a grant which was first made last year.

Sincerely yours

(Signed) Thomas Cooper
Dean and Director

I. Leaves of Absence for Men in Military Service.

President Donovan read the following resolution which is an excerpt from the minutes of the University Faculty, September 12, 1942.

A member of the teaching, research or extension staffs of the University of Kentucky, who enlists in the armed forces of the United States of his own volition, or who is inducted under the provisions of the Selective Service Act, and who applies for leave of absence from his duties at the University of Kentucky, may be granted a leave of absence without pay for the period of his active service. Upon application for reinstatement, provided it is made within forty (40) days after the time of honorable discharge or other certificate covering active service, he will, if it can reasonably be done, be returned as nearly as practicable to the status occupied at the time his leave of absence was granted. This does not apply to substitutes and probationary appointments.

President Donovan explained the above resolution and after discussion, upon motion duly made and seconded, the resolution was adopted.

J. Report on Condition of Buildings.

President Donovan read the following letter to the members of the Executive Committee:

September 30, 1942

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I herewith confirm my statements, made to you on yesterday, concerning the physical condition and safety of certain buildings now in use upon the campus of this University, as follows:

1. Neville Hall, now used by the Department of Psychology for class-room purposes. This building was designed and constructed originally as a dormitory for men students about the year 1896. When abandoned as a dormitory and altered for class-room purposes, the change increased the live-load placed upon the structure of the building by nearly 300%.

As the structure is of wood and brick, this resulted in a constant overload, causing some bulging of the exterior walls. This is especially noticeable in the south wall, which is out-of-plumb more than six inches above the second floor. Some bracing has been placed above the third floor to offset this, but the effectiveness of this effort is very doubtful. I recommended the entire removal of this building in 1937 as unsafe. If this cannot be done, I recommend and urge that at least the third floor of this building be condemned for all usage and that it be closed and sealed off from the lower floors.

2. Miller Hall or what is known as the old Natural Sciences Building. This building was erected likewise about 1896 and is entirely constructed of wood and brick. The exterior walls, and perhaps some of the interior brick supporting walls, show evidence of failure above the second floor. This is the second building whose removal I have recommended. I now recommend that the top floor of this building be not used and should be condemned for all usage and should be sealed off from the lower floors.

3. White Hall, now used by the College of Commerce for class-room purposes. This building was designed and erected as a dormitory and is, therefore, much overloaded when used for classrooms. It is constructed of brick and wood and is one of the oldest buildings upon the campus. Apparently the supporting brick walls of the first three floors are structurally sound despite the increased live-load. However, I find that the roof trusses are unsafe and that Mr. Farris included the replacement of this roof structure in a W.P.A. project last year; but due to war conditions this was cancelled. The major hazard within this building is in the fourth floor center or what might be termed as the penthouse. It consists of a single room about forty feet square used as a typewriter room when I last visited it and often has from twenty to thirty students using it at one time. It has windows both north and south but solid brick walls east and west and the only means of ingress and egress is by a single, narrow, winding stairway or by the aforementioned windows. Therefore, in case of fire or other accident, escape from this room might be impossible.

Therefore, I recommend (a) that two outlet doors shall be cut in the two brick side walls, thus allowing escape to the roof to the east and west and (b) in case of any heavy snowfalls during the coming winter, that both the fourth and third floors of this building be not used, until the snow-load is removed.

4. Frazee Hall is just another wood and brick building. There exists an alarming sag in the floors of this building. However, any examination of this condition is superficial unless the flooring is removed, which cannot be done while the building is in use. It is my opinion that any correction of this condition will be a major operation. Any part of these sagging floors may fail at any time or they may continue to stand for an unknown time. I recommend in this situation that all possible weight, especially live weight, shall be removed from these floors.

5. I may add that when an old wood and brick building does make up its mind to collapse, it does so quickly and without any previous warning -- some stand up without rhyme or reason and some just turn loose all holds and suddenly turn into a heap of rubbish.

6. Frazee Hall, Barker Hall and the Agricultural Building are dangerous fire hazards as each is served by only one wooden stairway. I suggest, in the situation, a careful examination of the electric wiring (which is no doubt very old), some very strict fire regulations within these particular buildings, and where used by students some fire drills.

In conclusion, I can state that in the case of such buildings as I have demolished upon the campus, I have found much weakness in brick wall structure - where a brick wall could be pushed over by one man using only one hand. I have found many such cases in the buildings of the several state institutions examined by me and have had occasion to demolish many of these. The campus buildings aforementioned are all in more or less like case.

Yours truly,

(Signed) James H. Graham
Dean

The Executive Committee manifested much interest in the report and after a thorough discussion, upon motion duly made and seconded, the third floor of Neville Hall and the third floor of Miller Hall were ordered closed. Two outlet doors were directed to be cut through the walls of the fourth floor of White Hall, which doors would permit escape to the roof in case of fire or other accident to the building. The Director of Business Management and Control was authorized to further investigate the wood floors and brick walls of Frazee Hall and make a report to the Executive Committee at its January meeting. It was further directed that some type of fire escape be secured for Frazee and Barker Halls and the Agricultural Building and that the electric wiring in these buildings be re-examined. The faculty members in charge of Frazee Hall, Barker Hall and the Agricultural Building are requested to arrange for a student fire drill twice each month until fire escapes are erected. The funds to carry out these directions are hereby allotted from the unappropriated surplus of the current funds of the University, amount to be determined as necessary to be agreed upon by the President and the Comptroller.

K. Report on Central Heating Plant.

President Donovan read to the members of the Executive Committee the following letter about the Central Heating Plant received from Dean James H. Graham:

September 30, 1942

President H. L. Donovan
University of Kentucky

My dear President Donovan:

When the Central Heating Plant of this University was planned in 1935, it was designed so as to anticipate an increasing steam load, needed by the possible building expansion upon the campus. Therefore, the plant contains three steam boilers, capable of generating 50,000 pounds of steam per hour, upon the basis that eventually two boilers would be needed continuously during the heating season and one boiler for standby service, in case of any breakdown and repair.

As this eventuality was then in the distant future, only two induced draft fans were installed originally, although space and supports were provided for a third, if and whenas needed. During the first four years of operation it was found that only one boiler was necessary to carry the heating load even in extreme weather, and therefore, only one induced fan was used, thus leaving the other fan as a standby.

However, with the gradual addition of nearly six million cubic feet of building space to be heated, the steam requirements, especially during the short periods of extreme cold weather, have increased likewise, and the operation of two boilers has become necessary at short intervals during recent and current years, and this operation requires the use of both induced draft fans, thus leaving no standby fan service available in case of even a minor failure or break of some fan part. During times when we could obtain spare parts almost by return mail, this situation was not so vital to continuous operation, but since the strict priority rules and consequent delays have come into vogue, it has become very vital to have a standby induced draft fan available at all times.

Therefore, we have recommended the installation of this standby equipment as follows:

"Continuation of
Report on Central Heating Plant
for the Fiscal Year
Ending June 30, 1942.

"In order to make up for a shortage which exists in some of the standby equipment and in order that other equipment in this plant may be brought up to safe and reliable operating standards; after six years of continuous operation without any major expenditures for new apparatus or replacement, it is proposed to buy and install the following new equipment at the cost given below, during the fiscal year beginning July 1st, 1942.

"One - American Blower Corporation dust collecting induced draft fan	\$3,837.00	
One - 40 H.P. Murray Iron Works steam turbine for driving this fan	1,585.00	
Handling and erecting this unit	450.00	
Sheet iron work	325.00	
Pipe work and covering	550.00	
Controls and piping	750.00	
Foundation and cutting & patching	200.00	
	<u>7,697.00</u>	\$7,697.00
One - New coil for vent condenser on present open feed water heater		200.00
One - New set of C.I. trays for feed water heater		350.00
Raising feed water heater	250.00	
Addition to foundation	50.00	
Pipe changes and covering	850.00	1,150.00
Repairs to two cyclone dust collectors for existing dust collecting fan		150.00
		<u>\$9,547.00</u>

For your information, the maximum steam heating load, under existing building status, is approximately 65,000 pounds of steam per hour. We meet this requirement by loading one boiler to near capacity (50,000 pounds per hour) and carry the variations or peak loads upon a second boiler, thus requiring the operation of both induced draft fans continuously through the two or three months of extreme low temperatures. This operation will allow for an additional building program of approximately 4,000,000 cubic feet of new construction, ere we will need to use the third or standby boiler during extreme low temperatures.

The aforesaid situation has been emphasized recently as follows: It has been our annual practice to completely examine and overhaul all equipment in the plant during the summer

months, which practice has lowered the maintenance cost to an extremely low figure. Therefore, in due course, the American Blower induced draft fan was examined late in June and two bronze steam nozzles found to be defective. These were ordered early in July, but the necessary priority was not obtained until August. We now have promise for delivery of the two nozzles set for October 7. However, if really cold weather comes upon us prior to actual delivery, then we will be in trouble, because the one remaining induced draft fan cannot carry the then needed full heating load.

Yours truly,

(Signed) James H. Graham
Dean

The Board received the report and after discussion authorized the Central Heating Plant to be completed as outlined in the recommendation of Dean Graham and directed that the administration request approval of the Governor for payment of same out of Capital Outlay appropriation made to the University. Comptroller Peterson and Dean Graham were authorized to initiate purchase of equipment necessary.

L. Frank Murray Requested to Participate in Condemnation Suit.

The President briefly reported to the Executive Committee progress made towards acquiring land deemed necessary for capital improvements at the University. He explained that much work had been done towards surveying the records of ownership, easements, etc., by Frank Murray of the College of Law.

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4. Upon motion duly made and seconded, the Board directed that Frank Murray of the College of Law sit with the firm of Keenan and Odear and Assistant Attorney General J. W. Jones in the event legal action was necessary.

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M. Amendment to Haggin-Keeneland Budget.

President Donovan submitted amendment to the Haggin-Keeneland budget made necessary by administrative changes since July, 1942.

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5. Upon motion duly made and seconded, the Committee approved the amendments to the Haggin-Keeneland budget as heretofore agreed upon by the Executive Committee and the Board of Trustees and directed that the amendment as recommended be filed with the Secretary of the Board of Trustees.

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N. Amendment to the University Budget.

President Donovan submitted recommendation amending University budget by allotting an additional \$1000.00 to Account #220, "Catalogues, announcements and general printing."

October 14, 1942

President H. L. Donovan
University of Kentucky

Dear President Donovan:

In accordance with your approval, I am recommending that the University Budget, College Division, be amended by increasing the appropriation made to the account #220 "Catalogues, announcements, and general printing", by the amount of \$1,000.00. Same is to be taken from the unappropriated balance of the University balance.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller

Upon motion duly made and seconded, the Board authorized amendment made from unappropriated surplus of current funds of the University.

O. Appointments and Other Staff Changes.

President Donovan submitted staff appointments, re-appointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes requested by Deans and Heads of Departments.

College of Arts and Sciences

Appointments

E. L. Rees, temporary Professor of Mathematics for the Fall Quarter, September through December.

Miss Susan Jackson, part-time instructor in the Department of Art, September through December.

Miss Rae Lewis, secretary in the Department of History, effective September 22, 1942.

Miss Mary P. Wiedeman, Graduate Assistant in the Department of Anatomy and Physiology, effective September 1, 1942.

Miss Ann Hartman, student assistant in the Department of Art, effective September 1, 1942.

Miss Susanna Reynolds, Laboratory Assistant in the Department of Psychology, September through May.

Miss Rankin Harris, Laboratory Assistant in the Department of Psychology, September through May.

Mr. Richard Griffith, Laboratory Assistant in the Department of Psychology, September through May.

Miss Dorothy Cleek, Laboratory Assistant in the Department of Psychology, September through May.

Mrs. Eleanor M. Schneider, Graduate Assistant in the Department of Social Work, October through June, effective October 1, 1942.

Miss Catherine Louise Woolam, Graduate Assistant in the Department of Social Work, October through June, effective October 1, 1942.

Leaves of Absence

Professor Edward Fisk, for the Fall Quarter, with pay. Professor Fisk is not well. If leave is needed after the Fall Quarter, salary is to be adjusted so as to pay half salary for the part of year on leave.

Professor L. W. Cohen, of the Department of Mathematics and Astronomy, for the year 1942-43 without pay. Professor Cohen will teach at the University of Wisconsin.

Return from Leave

Professor Amry Vandenbosch, Head of the Department of Political Science, for the Fall Quarter. Leave is to continue after January 1, 1943, without salary.

Resignations

Mr. Roger Cloyd, Graduate Assistant in the Department of Chemistry, effective September 1, 1942. Mr. Cloyd resigned before the opening of the Fall Quarter.

Mrs. Mary Edith Engle, Laboratory Assistant in the Department of Psychology, effective September 1, 1942.

College of Agriculture and Home Economics

Appointments

Mr. Guy F. Boyd, Assistant County Agent at Somerset, Ky., effective September 15, 1942.

Mr. John Kookogey, Graduate Assistant in the Department of Farm Economics, payable from the grant of the General Education Board.

Miss Orinne Johnson, Assistant in Information in the Office of Public Information, Experiment Station, effective September 21, 1942. Miss Johnson succeeds Miss Marjorie Hoagland, resigned.

Mrs. Victor L. Chapman, Clerk-Stenographer, in the Department of Farm Economics, effective September 9, 1942. Mrs. Chapman succeeds Miss Simonton, resigned.

Dr. John R. Hardison, Assistant in Forage Crops Investigations in the Department of Agronomy, Experiment Station, effective as soon as he can report for duty. Dr. Hardison succeeds on a temporary basis a staff member now on military leave.

Mr. William C. Stammer, Spectroscopist and Assistant Chemist in the Department of Chemistry, Experiment Station, effective October 5, 1942.

Leaves of Absence

Mr. Maurice K. Williams, Assistant County Agent in Kenton County, military leave, in accordance with the ruling of the Board of Trustees, without pay, with the allowance of fifteen days with pay, making his leave effective as of September 13, 1942. Mr. Williams reported for duty August 29.

Dr. D. W. Bruner, Associate Bacteriologist, Department of Animal Pathology, Experiment Station, military leave in accordance with the ruling of the Board of Trustees, without allowance for pay for fifteen additional days, October 2 to 16 inclusive, and without pay thereafter. Dr. Bruner reported for duty October 2.

Resignations

Mr. Edward B. Turner, Assistant County Agent, effective August 31, 1942.

Mr. Curtis Hancock, Assistant County Agent, effective September 30, 1942.

Mrs. Opal Raymer, Clerk in the Department of Animal Husbandry, effective September 19, 1942.

Mr. Harold H. Simpson, Assistant County Agent, effective September 30, 1942.

Mr. John R. Killinger, Assistant County Agent, effective August 31, 1942.

Miss Pansy McChesney, Clerk at the Western Kentucky Substation, effective September 19, 1942.

Mrs. Mary Toran, Clerk in the Department of Markets and Rural Finance, effective September 12, 1942.

Mr. Cecil Hinton, Assistant Field Agent in Animal Industry, effective October 14, 1942.

Termination of Employment

Mr. Emmett Dozier, Jr., Inspector, Creamery License Section, Experiment Station, effective September 30, 1942. Mr. Dozier volunteered for military service.

College of LawAppointments

Mr. James Collier, Law Library Assistant, for the period September-June, inclusive.

Mr. John Howe, Law Library Assistant, for the period September-June, inclusive.

Mr. Scott Reed, Law Library Assistant, for the period of September-June, inclusive.

Mr. W. D. Sparks, Law Library Assistant, for the period, September-June, inclusive.

Mr. Ira G. Stephenson, Law Library Assistant, for the period, September-June, inclusive.

College of EducationAppointments

Miss Ruth Sneed, Instructor in Home Economics Education, effective September 15, 1942, for the year 1942-43.

Miss Barbara Shipp, secretary in the Department of Trade and Industrial Education, effective September 15, 1942. Miss Shipp was given temporary appointment during the leave of Mrs. Roberta Wilson Landrum, who has now resigned.

Mrs. Ralph Huber, Kindergarten Assistant, University School, effective September 1, 1942.

Miss Dorothy Cleek, Instructor, in addition to her duties as psychometrician, effective September 1, 1942.

Resignations

Miss Leona Rider, Instructor in Home Economics, effective July 1, 1942.

Mrs. Roberta Wilson Landrum, Secretary in the Department of Trade and Industrial Education, effective September 15, 1942.

College of CommerceAppointments

Mr. Joe Logan Massie, Graduate Assistant in the College of Commerce, effective September 1, 1942

Miss Ida Pieratt, part-time Instructor in Typewriting, effective September 1, 1942.

Graduate School

Resignations -- effective September 30, 1942.

Fellows--Haggin Trust Fund
Mrs. Sam Beckley
Mr. Clyde W. Humphrey
Miss Mayrell Johnson

Scholars--Haggin Fund
Mr. William H. Funderburk
Mr. James R. Woodall
Miss Frances G. Pritchett

Change in Rank

Miss Jean Porter, from scholar to fellow.

Miss Nancy M. Brooker, from scholar to fellow.

Mr. Frank Miller, from scholar to fellow.

Office of Dean of the UniversityAppointment

Dr. Leo M. Chamberlain, Dean of the University, effective September 15, 1942. Doctor Chamberlain will continue to serve as Registrar, also.

Office of the Dean of WomenAppointments

Mrs. Robert Henry, Housemother, McDowell House, 421 Rose Street, for the year 1942-43.

Mrs. Mary Hawkins, Head Resident, Patterson Hall, to take charge of Patterson Hall Annex, October through June.

Comptroller's Office

Appointment

Miss Edith Sanders, cler-stenographer, effective July 13, 1942.

Division of Maintenance and Operations

Appointment

Paul Sanders, Special Officer, temporary help on an hourly basis. This is a third policeman for night duty.

Student Union Commons

Appointment

Miss Ferne King, Assistant Director in the Commons, effective September 8, 1942.

Promotion

Miss Jennie Mae Trigg, from Assistant Director to Director of the Commons, effective September 1, 1942.

P. Adjournment.

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6. On motion, properly seconded, the Committee adjourned.

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Frank D. Peterson
Secretary, Board of Trustees