

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, November 22, 1940.

The Executive Committee of the Board of Trustees, University of Kentucky, met in the President's Office at the University Friday, November 22, 1940, at 9:30 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 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; except that the first paragraph of article five was corrected so that it reads as follows:

"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 procedure of the University relative to transfer students. He referred to newspaper stories and comment, and presented a review of facts made by the Registrar."

2. Financial Report.

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

FINANCIAL REPORT FROM JULY 1, 1940, TO OCTOBER 31, 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 September 30, 1940 - - - - -	<u>157,059.35</u>
Unencumbered balance - - - - -	\$225,354.20

Special Appropriations

Library Equipment - - - - -	\$ 10,000.00
Expended to September 30, 1940 - - - - -	1,209.29
Unencumbered balance - - - - -	8,790.71
Scientific Equipment - - - - -	20,000.00
Expended to September 30, 1940 - - - - -	19,572.44
Unencumbered balance - - - - -	427.56
Home Economics Equipment - - - - -	15,000.00
Expended to September 30, 1940 - - - - -	12,664.97
Unencumbered balance - - - - -	2,335.03
Engineering Equipment - - - - -	25,000.00
Expended to September 30, 1940 - - - - -	22,500.75
Unencumbered balance - - - - -	2,499.25

Patterson Hall

Budgeted Income - - - - -	99,980.00
Salaries and Other Commitments - - - - -	19,550.00
Available for Expense, Supplies and Equipment - - - - -	80,430.00
Expended to September 30, 1940 - - - - -	19,835.70
Unencumbered balance - - - - -	60,594.30

EXPERIMENT STATION FUND

Budgeted Income - - - - -	470,078.22
Salaries and Other Commitments - - - - -	310,784.00
Available for Expense, Supplies and Equipment - - - - -	159,294.22
Expended to September 30, 1940 - - - - -	47,536.94
Unencumbered balance - - - - -	111,757.28

AGRICULTURAL EXTENSION FUND

Budgeted Income - - - - -	758,720.00
Salaries and Other Commitments - - - - -	634,196.00
Available for Expense, Supplies and Equipment - - - - -	124,524.00
Expended to September 30, 1940 - - - - -	34,444.22
Unencumbered balance - - - - -	90,079.78

### 3. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from October 10, 1940, to November 13, 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. 3059 to No. 4261. 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. Cafeteria in Union Building.

The next order of business was the consideration of matters pertaining to the Cafeteria in the Union Building.

a. President Cooper filed following communications from the College Catering Company:

Letter

November 18th,  
1940

Board of Trustees  
University of Kentucky  
Lexington, Kentucky

Gentlemen:

On September 1st, 1940, we tendered a formal notice in re the termination of our contract - to be effective on November 30th, 1940. According to the terms of that contract we are, therefore, enclosing an invoice covering the net amount due to us for our capital account expenditures to and including November 30th, 1940, less the accrued depreciation to that date.

On November 30th, 1940, we will also take a complete inventory of all merchandise on hand, and will submit an invoice for such articles at our cost.

We will be pleased to cooperate with you in every respect, in order to assist in the taking over and the continuance of operations here by the University of Kentucky on December 1st, 1940.

We would appreciate hearing from you as to the plans of the Board of Trustees in regard to the payment of the above mentioned invoices.

Yours very truly,

CC-Pres. T.P. Cooper

CC-Mr. D. H. Peak

CC-Mr. R. C. Stoll,

Chr., Exec. Comm.

CC-Mr. J. S. Shropshire

CC-Col. J. H. Graham

COLLEGE CATERING COMPANY

(Signed) Ben Koppel

President

## Invoice

To - University of Kentucky  
Lexington, Kentucky

For - Equipment (Capital Account) to be transferred  
(per contract of March 1st, 1938) at close  
of business on November 30th, 1940:

China and Glassware	\$3,176.48
Furniture	8,141.56
Kitchen and Cafeteria	12,987.33
Linens and Uniforms	724.53
Miscellaneous	2,526.01
Refrigeration	481.17
Soda Grill	1,971.77
Tableware and kitchen utensils	<u>1,911.54</u>
Total Cost	\$31,920.39

Less - Accrued Depreciation to November 30th, 1940, computed at rate of 10% per annum, on monthly balances in capital account	<u>7,254.78</u>
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Net amount due to College Catering Company	<u><u>\$24,665.61</u></u>
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b. The President next presented the following communication from the Student Union Board:

November  
Twelve  
1940

Board of Trustees  
University of Kentucky  
Lexington, Kentucky

It has been called to the attention of members of the Student Union Board that the College Catering Company's lease on the grill and cafeteria privileges expires within the near future.

It was the unanimous opinion of the members of the Student Union Board that both the grill and cafeteria could be more capably and efficiently operated by the University rather than an outside concessionaire. We, therefore, recommend the following:

1. That the Board of Trustees consider carefully the advisability of purchase of facilities and equipment for operation of the grill and cafeteria.
2. That, if such purchase is practical and feasible, authorization be made for this purchase by the University of Kentucky.
3. That the grill and cafeteria be operated by personnel employed by the University and that student assistants and labor be used wherever practical.

Thank you for your careful consideration.

Cordially yours,

(Signed) James G. Cook

Student Union Board  
James Cook, President

(Signed) June Mehne

June Mehne, Secretary

c. The President then asked for information as to the membership of the Committee appointed to superintend the closing of the contract with the College Catering Company and to recommend ways and means of running a cafeteria in the Union Building. It appears that at the meeting of the Board of Trustees June 7, 1940, a committee was appointed to make a study of the cafeteria under the management of the College Catering Company. At the meeting of the Executive Committee June 28, 1940, a statement signed by two members was filed, which statement was not accepted by the full membership of the Committee, the chairman stating that due to business engagements he had not had time to make investigation of facts relative to the matter.

The College Catering Company on August 31, 1940, gave written notice to the Board of Trustees of intention to exercise the option to cancel the lease for conducting the cafeteria, as provided therein, the termination to take effect within 90 days from the date of notice. This was brought before the meeting of the Board of Trustees September 17, 1940, and the matter was referred to a committee consisting of President Thomas Cooper, Mr. James Park, and Secretary of the Board, D. H. Peak. It appears that the appointment of this Committee and statement of its functions is not a matter of record in the minutes of that meeting, therefore (at this meeting October 22, 1940) the following resolution was passed to be effective, nunc pro tunc, that is, as if passed the meeting of the Board of Trustees, September 17, 1940.

On motion and second, it is ordered that President Thomas Cooper, Mr. James Park, and Secretary, D. H. Peak, constitute a committee to close the contract of lease of cafeteria in the Union Building with the College Catering Company and to recommend to the Board of Trustees or Executive Committee ways and means of continuing the operation of a cafeteria in the Union Building, if such continuance is desirable, or to recommend the discontinuance thereof.

The Committee then made the report, copied herein, which report on motion of Mr. Hobson, seconded by Mr. Kirkpatrick, was accepted, ordered copied in the minutes, and the committee was continued with power to proceed with carrying out the recommendations made in the report.

### Report:

November 20, 1940

To the Executive Committee:

Your committee appointed to investigate the future of the cafeteria now operating in the Student Union Building reports as follows:

#### Introduction

When the Student Union Building was completed it was considered desirable to lease the operation of the cafeteria to a commercial organization. There seemed to be at that time certain reasons that made such an arrangement desirable, such as

- a. Insufficient funds to purchase equipment
- b. Lack of cash resources to promote the operation
- c. The elimination of loss from operation, either in the general budget or in the Student Union Building budget
- d. The securing of trained and competent management prepared to undertake an operation of considerable size.

The University of Kentucky, for the Student Union Building, entered into a contract with the College Catering Company for this operation. The essential aspects of contract were:

1. Agreement for operation terminated upon ninety days notice by either party.
2. The payment to the Student Union Building of five per cent of gross income from the operation.

3. The purchase of the College Catering Company of the equipment required, subject to acceptance by the Board of Trustees with an agreement of re-purchase upon the part of the University in event of termination of the contract, at the accepted cost less annual depreciation charges of ten per cent.
4. That the Student Union Building would pay for utilities used by the College Catering Company operation and would maintain the part of the building occupied by them.

The College Catering Company, under date of August 31, 1940, notified the Chairman of the Board of Trustees that they would terminate the agreement as of November 30 or such time previous thereto as the Board would indicate.

#### Income by Years

The income figured by the College Catering Company is as follows:

May-June, 1938	\$ 8,233.80
1938-39	128,996.00
1939-40	93,612.80
July-Sept. 1940-41	12,739.60
	<u>\$243,582.20</u>

The receipts to the Student Union Building during the same period were:

May-June, 1938	\$ 411.69
1938-39	6,449.80
1939-40	4,680.64
July-Sept. 1940-41	636.98
	<u>\$ 12,179.11</u>

The costs to the Student Union Building in the cafeteria operation by years were:

May-June, 1938	\$ 339.72
1938-39	6,962.28
1939-40	6,063.00
July-Sept. 1940-41	1,341.48
	<u>\$ 14,706.48</u>

### Possible Methods of Operation

It was apparent that the making of a change in the operation of the cafeteria during the college year was also fraught with some difficulties. The financial experiences of the College Catering Company had been unsatisfactory from their standpoint. Likewise, there had been a falling off of the patronage of the cafeteria. Many reasons have been suggested as to the causes. However, this committee has concerned itself primarily with the question as to what should be done under the conditions that prevail. It is apparent that there are four possibilities:

1. To attempt to secure a new contract with another company.
2. To provide for a method of a joint operating partnership between the University and a commercial company.
3. The operation of the cafeteria by the Student Union Building.
4. The abandonment of cafeteria operation.

The committee has investigated the possibility of leasing to a commercial organization. They have not found an organization willing to undertake the entire operation and bear the losses or gains that may be involved. One company has expressed a desire to enter into a partnership, an agreement in which the proposal is to invest a reasonable amount, not to exceed \$15,000.00 and to model the operation somewhat after the present one, but with no provision for rent other than the division of any net profit that might accrue. The proposal also provides that the company would assume all losses. As the matter has been considered, the committee has felt it inadvisable to discontinue the operation. It was therefore led to the conclusion that it would be advisable to undertake the operation through the Student Union Building organization. There are a number of reasons why this conclusion has been reached.

1. It represents the viewpoint of many of the staff and much of the student body of the University.
2. It is found that all other universities, except in two instances, operate their food units directly.
3. There can be a laboratory for educational work and it can extend many service facilities to the University.
4. It was considered that, given time, a management could be set up that would result in returns to the Student Union Building.



### Suggested Plan of Operation

Basic to the operation agreement the College Catering Company has kindly agreed to continue their operation until the Christmas vacation, the Student Union Building guaranteeing them against loss during the period following the termination of their agreement. The committee recommends that:

1. There be set up under the Student Union Building a cafeteria and grill room.
2. The cafeteria be operated through competent management, responsible to the Business Agent or such individuals as he may designate to carry this responsibility.
3. An organization be set up under the Student Union WPA project which will, through a manager, operate the Commons, inasmuch as the cafeteria will contribute to the payment of the interest and bonds of the Student Union Building.
4. Funds for the meeting of the financial agreement made by the Board of Trustees and the College Catering Company be secured through the Student Union Building and other funds accumulated through activities.

It is recognized that some time may be necessary to restore the patronage to the cafeteria and that it will probably require a considerable period to more than make expenses. However, it would seem that the proposed plan is one that has within it greater possibilities than any other proposal the committee has been able to find. The committee recommends that the necessary authorization be given for the setting up of the necessary procedure and that approval be given for the temporary arrangement made with the College Catering Company.

(Signed) Thomas Cooper

" James Park

" D. H. Peak

### 5. Civil Aeronautics Administration.

a. At the meeting of the Executive Committee of October 18, 1940, the President was authorized to make formal application for participation of the University of Kentucky in Civilian Pilot Training. He reported at this meeting that the application was made November 6, 1940. He then presented a copy of the application, together with bulletin outlining the Civil Pilot Training Program as conducted this fall.

The action of the President was approved, and he was directed to make further report to the regular meeting of the Board of Trustees December 10, 1940.

b. President Cooper then presented a letter received from the Student Government Association, the statements in which were endorsed by 108 students. The letter, on motion and second, was ordered recorded in the minutes. It is copied as follows:

November 5, 1940

Mr. Thomas P. Cooper  
Acting President  
University of Kentucky  
Lexington, Kentucky

My dear Mr. Cooper:

I am writing you this letter to show you the interest of the student body concerning the C. A. A. program. I hope that this letter may be of value in your report to the Board of Trustees concerning this matter.

In talking to the students about the above matter, I have learned that many students desire it for part or all of the following reasons:

1. The addition of this program will be a great step in widening the scope of the University's curricula.
2. The practical knowledge gained from field work would aid in the solving of laboratory and textbook mysteries in advanced mechanical and electrical engineering and physics courses.
3. It will give to the students a cheaper method of learning how to fly. About twenty men are now taking such lessons at their own expense and many more would, if the prohibitive cost was lowered.
4. With the introduction of this program, men taking Advanced Military Science would be given the opportunity to study elementary aeronautics and correlate it with present and future training as Reserve Officers.
5. Since the passage of the second Selective Service Act, many more men wish to take this training so that they might become members of the Army Air Corps if they qualify. They feel that this training would give them valuable education in aeronautics that would help them reach their goal.

I feel that the training now offered is the safest that can be obtained in this line. I feel that the Board of Trustees would have no worries about filling the quota but instead will be more concerned with satisfying the large number over the quota's limit.

I feel that the above is the general sentiment of the student body and I take the liberty to enclose a few of the many petitions offered to me on this matter. I shall produce the originals of the same upon request.

Hoping this information will be of value to you and suggesting that you use as much or as little of it as you desire, I remain

Sincerely,

(Signed) Robert Allen

#### 6. Beattyville Radio Station.

It appearing from correspondence with the Federal Communications Commission that on account of the change in the presidency at the University of Kentucky, it is necessary to reinstate construction permit for non-commercial educational broadcast station at Beattyville, known as Station WBKY, now:

On motion, seconded and carried, the following resolution was passed:

#### Paragraph 10-b

Acting President Cooper recommended that an application be made to the United States of America Federal Communications Commission to:

(a) Reinstate construction permit for non-commercial educational broadcast station, WBKY; and

(b) To modify construction permit, to permit operation with 100 watts on 42,900 kilocycles instead of operation on the frequency 41,900 as originally granted.

His recommendation was approved on motion and second by passage of the following resolution:

Whereas, the duly appointed Executive Committee of the Board of Trustees of the University of Kentucky consists of five members (a quorum consists of three members) and has authority to act under the laws of the State of Kentucky and the by-laws of the University of Kentucky, and

Whereas this resolution was voted upon favorably by unanimous vote of the members present at the meeting named herein,

Therefore, be it resolved in this meeting held in Acting President Cooper's office, University of Kentucky, Lexington, Kentucky, November 22, 1940, members of the Committee being present, to-wit: Richard C. Stoll, H. S. Cleveland, Robert P. Hobson, Lee Kirkpatrick and James Park, that an application be made to the United States of America Federal Communications Commission to:

(a) Reinstate construction permit for non-commercial educational broadcast, Station WBKY; and

(b) To modify construction permit to permit operation with 100 watts on 42,900 kilocycles instead of operation on the frequency 41,900 as originally granted, and that Thomas P. Cooper, Acting President of the University of Kentucky, is hereby given special authority to verify and file the said application.

#### 7. Fire at Neville Hall.

Report by President Cooper:

A fire occurred in Neville Hall, first floor, on the night of November 6. Eddie Jackson, law student, broke a window in his attempt to extinguish the blaze, and cut his hand. He was taken to the Good Samaritan Hospital where four stitches were taken in his hand.

A floor space of about three feet square was burned and a door was pretty badly burned. It is not known what caused the fire.

On motion and second, the Committee extended thanks to students Eddie Jackson and Tom Jones for meritorious action in extinguishing the fire in Neville Hall on November 6, and commended them therefor.

#### 8. Law Books - Gift by Professor A. Kocourek.

Report by Dean Evans:

November 8, 1940

President Thomas P. Cooper  
University of Kentucky

My dear President Cooper:

Something like a year ago I reported to the Council a gift by Professor Kocourek, of Northwestern University, of all his books in the field of jurisprudence, philosophy, and legal history and Roman Law. The collection that he has

is said to be probably the best private collection in the United States except that owned by Dean Pound, of the Harvard Law School. Mr. Kocourek wants us to have these books, but he does not want to deliver them actually so long as he is teaching. He tells me that they are, however, to be delivered within a period of five years from November 5, 1940.

Professor Kocourek was on the point of signing a bill of sale for the books on those terms when it occurred to him that the insurance on his house covered his books and of course the standard clause in an insurance policy has, in effect, the following terms: "If the insured is not the complete owner, the insurance shall be invalid." In a letter of November 6 he writes that he is puzzled about this clause and says: "The fire risk is one I do not wish to undertake." I assume from that that he has one of two courses in mind, either (1) not to make an actual transfer by way of bill of sale at this time, or (2) that the transfer be made at this time but that we assume the obligation of the insurance during the period before the books are delivered to us.

Since I know that we will ultimately get the books within a period of five years, I am disposed to suggest to Professor Kocourek that the bill of sale need not be executed now, if that suits his convenience. If, on the other hand, he would like to execute the bill of sale now, in the event that we would take care of the insurance cost, I think it would be a wise thing to do. The cost ought not to amount to very much per year. This is a very generous gift and very valuable. It consists of such items as we would probably not have money to buy for many, many years, and it might be questionable whether we ever should put much money into this general field--more than we have done from time to time. I should be glad if the Board would give me authority to say that we will pay the insurance in the event that that alternative would be preferable to Professor Kocourek.

I am including herewith an unsigned letter of November 5 and a signed letter of November 6, which seems to modify his prior letter, and an unsigned form of a bill of sale.

Very truly yours,

(Signed) Alvin E. Evans  
Dean

On motion of Mr. Kirkpatrick, seconded by Mr. Hobson, the gift of books by Professor A. Kocourek was accepted. Dean Evans was authorized to use his discretion as to bill of sale, and he was asked to express the appreciation of the Board of Trustees for the gift. It was recommended that insurance on the books be continued and that the University of Kentucky pay the premiums on such insurance.

9. Southeastern Conference, Assessment to Pay Salary of Commissioner.

The president presented for information to the members of the Executive Committee a memorandum relative to assessments of members of the Southeastern Conference in order to provide funds for payment of salary of the Commissioner. The memorandum was ordered filed for reference.

10. Theft of Microscopes.

The President stated that a report made by Dr. Morris Scherago shows the theft of twenty-five microscopes from his rooms in the Biological Sciences building, which occurred on the night of October 12.

The theft was immediately reported to the City Police Department and that organization has done commendable work in connection with the case. The persons charged with the theft have been apprehended and eleven of the microscopes have either been traced or returned to the University of Kentucky. It appears now that the University will suffer no loss by reason of the unfortunate occurrence.

11. University of Pennsylvania.

At the meeting of the Board of Trustees, September 18, 1940, Dr. F. L. McVey was appointed to represent the University of Kentucky at the Bi-centennial Celebration of the University of Pennsylvania, held September 19, 1940. Dr. McVey attended the meeting and in acknowledgment of this attendance the following communications have been received:

UNIVERSITY OF PENNSYLVANIA  
Philadelphia

To UNIVERSITY OF KENTUCKY

GREETING:

The Trustees of the University of Pennsylvania, by an action taken at their meeting of October 7, 1940, have directed me to express their gratification in receiving your kind Message of Congratulation on the occasion of our recent Bicentennial Celebration, which will be treasured in our Archives.

With appreciation of your friendly cooperation, I am

Sincerely yours,

(Signed) E. W. Munford

Secretary

October 31, 1940

UNIVERSITY OF PENNSYLVANIA  
Philadelphia

October 31, 1940

Dear Sir:

The Trustees and Faculties of the University of Pennsylvania have asked me to express their deep sense of obligation to your honored institution, which was personally represented at our recent Bicentennial Celebration. That so many scholars of distinction were present greatly encourages us in entering upon a new century of education and research.

With assurance of our gratitude and appreciation,  
I am

Faithfully yours

E. W. Mumford

Secretary

Frank L. McVey, President  
University of Kentucky  
Lexington, Kentucky



12. Social Work Project - WPA.

Dr. Vivien Palmer, head of the Department of Social Work, requested President Cooper to have executed forms for continuation of a Social Work Project, begun under the administration of President Frank L. McVey. Each form makes the following statement as to nature of the project:

"To install a new and continuing Social Service Index of the assistance rendered relief clients and of the welfare service in Clark County."

On motion and second the President was authorized to have executed these forms and such others as may follow in carrying out the original project, provided there is inserted in each form the following clause:

"The official sponsor (University of Kentucky) by its authorized agents, whose signatures appear above, interprets this agreement to mean that it is under no obligation to finance the Clark County Social Service Project under this proposal nor to contribute in any material way other than through the professional services of its representatives. The University of Kentucky is not expected to contribute any funds toward the operation of the project."

13. University of Illinois - Dedication of Building.

President Cooper stated that he was asked to send a representative to the dedication exercises of the "State Natural Resources Building", University of Illinois, held November 15, 1940. He stated that he appointed Robert Graham, now head of the Department of Animal Pathology and Hygiene at the University of Illinois, as such representative. Mr. Graham was employed at the Experiment Station, University of Kentucky from 1911 to 1915. In acknowledgment of the appointment the following letter was received:

Division of  
Animal Pathology and  
Hygiene  
November 8, 1940

Dr. Thomas Cooper, President  
University of Kentucky  
Lexington, Kentucky

Dear President Cooper:

I am pleased and honored to represent the University of Kentucky at the dedication of the State Natural Resources Building at two o'clock on Friday, November 15, 1940.

Please accept my best wishes.

Very truly yours  
(Signed) Robert Graham, Chief  
Animal Pathology and Hygiene

15. Naming Tennis Courts.

President Cooper presented the following request:

November  
Eighteen  
1940

President Thomas P. Cooper  
University of Kentucky

Dear President Cooper:

On June 2, 1939, the Board voted that the Tennis Team be permitted to place a plaque on the tennis courts honoring Professor H. H. Downing who has been the coach of the team for many years. Nothing was said in the minutes concerning the naming of the courts. The boys who started the movement to raise money for the plaque had the idea that the plaque should bear the name "Downing Courts".

Will it be all right to have the plaque read something like this: "Downing Courts. Named in Honor of Professor H. H. Downing."

Sincerely,

(Signed) Paul P. Boyd  
Treasurer, Downing Plaque Fund

On motion and second, it was ordered that the tennis courts be officially designated as "Downing Courts" in honor of Professor H. H. Downing, Coach of the tennis teams.

16. Proposed Armory.

President's report:

"I have discussed the matter of construction of a building for military purposes further with Dean Graham, who has recently been in Washington. There have been no funds assigned for construction on the scale contemplated. This matter will be continuously followed up and reports made to the Board of progress and development."

17. Wenner-Gren Laboratory.

Dean Graham's report of progress:

November 18, 1940

President Thomas P. Cooper,  
University of Kentucky.

My dear President Cooper:

When the aeronautical laboratory, which has now become the "Wenner-Gren Aeronautical Research Laboratory" was tentatively discussed last May, the layout contemplated was to consist of a single building, equipped with two dynamometers and a propeller room, with three other dynamometer rooms in reserve for future expansion. After the initial planning and during construction, the general situation changed greatly, the National Defense and Training Program being inaugurated and urgently pressed.

Therefore, I met with Mr. Wenner-Gren in New York early in October and there discussed the situation with him in general and the possible future needs and uses of the laboratory. As a result of this interview, Mr. Wenner-Gren instructed me to include the complete equipping of the large dynamometer room (1500 h.p.), the two rooms reserved for research and to instrument and finish the entire laboratory in the best and the most modern way. I reported verbally to you and the Executive Committee concerning this interview at its last meeting.

Under date of October 23, I received the following letter from the Viking Foundation, which I herewith quote.

The Viking Foundation  
Panama

October 23, 1940

J. H. Graham,  
Dean, College of Engineering  
University of Kentucky  
Lexington, Ky.

Dear Sir:

We acknowledge receipt of your letter dated October 17, 1940, advising that the cost of the laboratory and equipment which we are donating to the University of Kentucky will approximate \$150,000 instead of \$80,000 as originally estimated.

We hereby authorize you, as our agent in the construction and equipment of the laboratory, to expend such additional amount (not exceeding \$70,000. in addition to the \$80,000. initially donated) as you may deem necessary for such construction and equipment. We will furnish you with such additional funds as and when requested by you.

Very truly yours,

VIKING FOUNDATION

By: Axel Wenner-Gren."

I thereupon advised Mr. Wenner-Gren that I would need the additional funds thus donated in two installments - \$35,000. by November 15th and \$35,000. by December 15th. On November 10th, I received the first installment from the branch of the National City Bank in Panama. I also placed orders for the equipment, instruments, etc., thus authorized.

The work on the building and the installation of the equipment received is proceeding in a satisfactory manner, despite some delay in the receipt of equipment, due to the pressure of the times. We hope to be able to place the laboratory in service before January 1, 1941.

In anticipation of this possible service, I personally delivered a descriptive set of the plans to the Bureau of Aeronautics in Washington and I may say that their commendation was very satisfying. We were commended especially for limiting or confining our efforts to the motive power unit, for our facilities for conducting pure research and for capacity for training in aviation motor testing.

In response to a letter of inquiry from the National Advisory Committee for Aeronautics in Washington, I sent the Committee likewise a set of descriptive plans of the laboratory with the accompanying letter, of which I hereto attach a copy for your information.

Yours truly,

(Signed) James H. Graham  
Dean.

On motion, duly seconded and carried, the report of Dean Graham was approved, and the report and correspondence connected therewith were ordered inserted in the minutes.

### 18. Proposed Short Courses for Aircraft Engineers.

Report of Dean Graham:

"I also enclose and invite your attention to two letters I am addressing to the United States Commissioner of Education, concerning two proposed engineering training courses for his consideration and approval, together with an outline of each of these courses and listing the equipment and instruments available therefor and now within the laboratories of this College. I may state that it is my understanding, if these courses are approved by the Commissioner, the funds to cover the estimated costs will be paid direct to the University and the courses will be then given and funds disbursed under the direction of the University. However, these courses are not to be involved in any way with the regular curricula of the University and no credits are to be stated therefor.

"As all these involve, directly or indirectly, finances, I am sending them to you at this time, thinking you might desire to present these matters to the Finance Committee."

In connection with the above statement there were presented letters to Commissioner Studabaker of Federal Department of Education, containing full explanation of the proposed courses in the College of Engineering. The College of Engineering was authorized to continue their efforts to find means of assisting in the defense program and approval was given of the courses to be offered subject to the conditions suggested.

### 19. Studies in Population - General Education Board Project.

Report of Dean Cooper:

"The General Education Board has made a commitment of \$27,210 to the Kentucky Agricultural Experiment Station, University of Kentucky, for its use in population studies. This fund was applied for in March of this year."

On motion duly seconded and carried, the appropriation was accepted and approved, and the work and funds were directed to be administered by the Director of the Experiment Station.

## 20. Football Organization Commended.

At the suggestion of Mr. Hobson, it was unanimously agreed that Director of Athletics, Bernie Shively, and Coach, Ab Kirwan, be called into open meeting and their work with the football teams commended. Appreciation of the members of the Committee for their excellent work and good results with the football team was expressed to Mr. Shively and Mr. Kirwan by Chairman Stoll, and they were asked to convey the good wishes of the members of the Committee to the players on the football squads, to thank them for their hard and good work in behalf of University athletics, and to wish them success in the Tennessee game.

## 21. 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:

### Appointments:

Ernest Collins, graduate assistant in Political Science, effective November 1, 1940, for the rest of the academic year at a stipend of \$40.00 a month.

Sarah M. McCormack, part-time secretary in the Department of History, effective October 26, 1940, at a salary of \$50.00 a month.

Mrs. Louise Freeman, special part-time assistant professor in geology for the second semester of 1940-41, at a salary of \$200 for the semester.

Sergeant Phil Lofink as staff sergeant, D.E.M.L. (R.O.T.C.), by orders issued by the Commanding General, Fifth Corps Area. He reported for duty at the University of Kentucky November 2, 1940.

Dorothy Joy Lewis, clerk in the Extension Division, State Agent's office, College of Agriculture, at a salary of \$65 a month, effective November 1, 1940.

Ralph Cherry, assistant in education, to assist Dr. J. D. Williams in carrying the class of teachers, (Lexington City Schools) in the College of Education, salary \$100 for the current semester of 1940-1941.

### Resignations:

Truman A. Morris, graduate assistant in Political Science, effective November 1, 1940. He has accepted a position in the public schools of Daviess County, Kentucky.

Resignation of James B. Smathers, field agent in Dairy Husbandry, effective November 30, 1940. He has accepted a position with the Pet Milk Company.

Changes:

The President was authorized to set the salary of T. D. Boyd, Acting Superintendent of Buildings and Grounds, at \$3000, effective January 1, 1941.

On motion duly seconded the Committee adjourned.

D. H. Peak  
Secretary of the Board of  
Trustees.