

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, October 20, 1951.

The Executive Committee of the University of Kentucky met in the President's Office at 10:30 a.m., Saturday, October 20, 1951. The following members were present: Guy A. Huguelet, Chairman; H. D. Palmore, R. P. Hobson, and J. C. Everett. Absent: Harper Gatton. President Donovan and Secretary Frank D. Peterson met with the Committee.

A. Approval of Minutes.

The minutes of the Executive Committee of July 21, 1951, were approved as published.

B. Report of the Comptroller.

The Comptroller submitted financial report for the period ended September 30, 1951. The report consisted of balance sheet and operating statement of the various funds for the period covered.

Upon motion duly made, seconded and carried, the report of the Comptroller was authorized received and filed.

C. Approval of State Requisitions.

President Donovan submitted a letter from the Comptroller listing purchase documents used in making purchases for the University from July 1, 1951, through September 30, 1951. He read the following letter:

October 2, 1951

Dr. H. L. Donovan, President
University of Kentucky

My dear President Donovan:

I submit a list of state requisitions, advices of emergency purchases, special purchase orders and departmental purchase orders which have been made by the purchasing division from July 1, 1951 through September 30, 1951, yet to be approved by the Board of Trustees. The listing below gives the numbers of the documents requesting the purchase or actually issued as purchase orders, which documents are made a part of this record and are held in the Office of the Comptroller subject to inspection. The purchases have been made on properly drawn documents at the request of the various

departments and have been charged against available funds.

State requisitions numbered	1 through 251
Emergency purchase orders numbered	1 through 91
Library departmental orders numbered	1000 through 1068
University departmental orders numbered	676 through 715
Special purchase orders numbered	1 through 3022.

The foregoing record of purchases is respectfully submitted with the request that they be approved by the Executive Committee of the Board of Trustees, thereby ratifying the action of the Comptroller in making the purchases.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

The members of the Executive Committee being thoroughly advised, upon motion duly made, seconded and carried,

State requisitions numbered	1 through 251
Emergency purchase orders numbered	1 through 91
Library departmental orders numbered	1000 through 1068
University departmental orders numbered	676 through 715
Special purchase orders numbered	1 through 3022,

were ratified and approved.

D. Budget Changes.

President Donovan submitted a list of changes in the University budget which have been authorized. The changes consisted of decreases and increases in various budgets, with a net increase of \$2,522.43.

Upon request of Dean Frank J. Welch, President Donovan recommended an increase in the budget for the Department of Home Economics of \$1,000.00, for supplies and laboratory requirements for the remainder of the fiscal year.

Upon motion duly made, seconded and carried, the Executive Committee authorized the budget changes recommended, including an increase of \$1,000.00 in the budget for the Department of Home Economics, and the Comptroller was directed to make the necessary adjustments. The list as submitted was authorized filed with the Secretary.

E. "Your University" Brochure Ordered Printed.

President Donovan reported that the response to the distribution of the brochure entitled "Your University . . . At the Threshold of Greatness" was very gratifying. He stated it appeared that we would run short and possibly should print additional copies before destroying the galley.

The Committee members discussed the problem, and upon motion duly made, seconded and carried, authorized the printing of 10,000 additional copies at a cost of \$704.25, to be paid for from the Haggin Fund.

F. Report on Cooperstown Grocery Store.

President Donovan and Mr. Peterson reported that, in 1947, the veterans living in Cooperstown established, with the approval of the administration, a cooperative grocery store. The building, located in the project, was secured by the Administration from war surplus and equipped, so far as possible, from items received from surplus. The balance of the equipment was purchased by the Board of Directors of the Cooperative.

The purpose of establishing the grocery was twofold; (1) to have groceries near the project, and (2) to keep the prices as low as possible. It was not the original intention that the store should make more than operating expenses. The grocery store was put in operation under the control and direction of a Board of Directors.

In September, 1951, the Comptroller learned from a member of the current Board of Directors that the store was not operating as originally intended. Investigation revealed that, in 1948, the store was incorporated without the approval or authority of the University. Certain dividends during the intervening period have been paid in cash or groceries to certificate holders, and errors may have been made in state and federal returns. Such accounts as were available were audited by a Certified Public Accountant. His report showed that the grocery store was solvent, but that the management had been extremely loose, evidencing carelessness and neglect on the part of most all concerned.

The Comptroller reported that, since September, 1951, he had met with the Board of Directors or various members on a few occasions. The Board had been advised that they could not expect to continue to operate as a corporation, and the store would either be liquidated or the articles of incorporation transferred to a non-profit corporation. Mr. E. E. Sutton, representative of Eskew, Gresham and Diersen, Certified Public Accountants, and Mr. James Hoge, member of the Board of Directors of Cooperstown Commissary, Inc., met with the Executive Committee and requested that the

Cooperstown Commissary, Inc., be allowed to continue operation, citing some reasons that they thought justified the request.

Members of the Executive Committee discussed at length the problem presented and upon motion duly made, seconded and carried, authorized the grocery store continued in operation, provided (1) all existing "stockholders" (19) surrender their stock, (2) the articles of incorporation of the Cooperstown Commissary, Inc., be amended so as to make it a truly non-profit corporation, and (3) that the future operations of the store be under a Board of Directors subject to the control and supervision of the University Comptroller.

G. Budget for Experiment Station Revised.

President Donovan read a letter from Dean Welch recommending certain changes in the allocation of Federal appropriations under the Bankhead-Jones Act and the Research and Marketing Act.

October 4, 1951

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Because of change in rural population based on census data, Federal appropriations under the Bankhead-Jones Act and the Research and Marketing Act have been reduced for the current fiscal year. This requires certain adjustments in the budget as approved by the Board of Trustees.

The Bankhead-Jones appropriation has been reduced by \$2,199.60. This amount is to be deducted from Account 2184, Publications Office, item for Printing and Other Expense - \$2,645.25. With the reduction required, it leaves a balance for printing in this account of \$445.65.

The reduction in the Federal Research and Marketing appropriation for the current fiscal year is \$1,021.23. Deduction of this amount should be made from Account 2188, Publications Office, item for printing, now \$1,300.96. With the deduction indicated, the balance for this item will be \$279.73.

To this balance of \$279.73, Account 2188, we wish to add the carry-over in Federal Research and Marketing funds. As of July 1, this carry-over amounted to \$3,394.46. With this addition, the total available for printing and other expense in Account 2188, Publications Office, will be \$3,674.19.

Because of reduction in Research and Marketing appropriation, a like amount will have to be deducted from the State Research and Marketing appropriation. As you know, the state appropriation can be used only dollar for dollar appropriated by Congress. Accordingly, \$1,021.23 is to be deducted from Account 2186-H, item "Other Expense", which is now \$1,900.96. With the deduction required, the balance in this item will be \$879.73.

The Research and Marketing balance in Federal funds as of July 1, 1951, is, as stated above, \$3,394.46. Accordingly, a like amount will be available from State Research and Marketing funds. We wish to add to Account 2186-H, the additional state funds, namely, \$3,394.46 that can be matched by the Federal carry-over. This addition will give the item for Other Expense, under Account 2186-H, a total of \$4,274.19.

Sincerely yours,

(Signed) Frank J. Welch
Dean and Director.

Upon motion duly made, seconded and carried, the re-allocation of funds requested was approved and authorized made.

H. Appropriation to Increase Program of Research at Western Kentucky Sub-station Authorized.

President Donovan stated that Dean Welch had made a careful appraisal of the work carried on at Western Kentucky Sub-station at Princeton, and was convinced that the research program should be intensified and expanded in order to provide more adequate information and demonstration service for the people in that part of the State. He stated that a carefully planned program had been formulated, and recommended an allocation of \$23,000 from the Experiment Station Revolving Fund as a non-recurring item to be used in providing facilities and improving herds and flocks at the Sub-station. A copy of the planned program was submitted.

President Donovan recommended that the request be approved, and upon motion duly made, seconded and carried, the Committee concurred in the recommendation of the President, and the Comptroller was authorized to make the necessary budget adjustment.

I. Preliminary Plans for Hog Barn Authorized.

President Donovan reported that Dean Welch had recommended some additional physical facilities to handle the animal industry program on the Experiment Station farm. He stated that some architectural problems had been encountered and requested permission to secure the services of individuals in the College of Engineering, and to pay for the additional services of the persons doing the work. President Donovan recommended the request be approved.

Upon motion duly made, seconded and carried, the Executive Committee concurred in the recommendation of President Donovan.

J. Travel Budget for Doctor Tapp.

President Donovan stated that, at the time the regular University budget was submitted and approved, allowance for travel expenses for Dr. Hambleton Tapp was inadvertently omitted. He requested that the sum of \$1,500.00 be appropriated from the Haggin Fund for this purpose.

Upon motion duly made, seconded and carried, the Executive Committee concurred in the recommendation of the President.

K. Sale of Machines by College of Engineering Authorized.

President Donovan stated that he had conferred with Dean Terrell relative to sale of the following machines:

- Item 1 One Lathe, Model 12" CK, actual swing 18.5", distance between centers 30", Serial No. 22025-P (Mfgr. Monarch).
- Item 2 One Gear Shaper, Model 615-A, Serial No. 22517 (Mfgr. Fellows)
- Item 3 One Jig Borer, No. 1, Model B, Lot 1591, Serial No. 123 (Mfgr. Pratt & Whitney).
- Item 4 One Thread Grinder, Style 33, Serial No. 4806. (Mfgr. Ex-Cell-0).
- Item 5 One Gear Shaper, Model 645-Y, Serial No. 21140. (Mfgr. Fellows)

The President explained that at the present time there is a demand for machines suitable for heavy shop work in the program of national defense. He stated that the College of Engineering is desirous of improving the shops and would like to take advantage of market conditions to dispose of used, re-conditioned machines

and to purchase new machines of the same type but perhaps smaller in size and of later design.

Mr. Fritz Mangelsen, Superintendent of the Machine Shop, met with the Committee, answered questions, and explained the object of the transfer. He reported that the Comptroller had received competitive bids on the five machines in question, in conformity with federal regulations, and in his judgment the amounts of the bids were fair for the machines.

Members of the Executive Committee discussed the problem at length, and upon motion duly made, seconded and carried, authorized the Comptroller to sell the machines and make new purchases, after state and federal clearances are received.

L. Endorsement of Checks Authorized.

President Donovan explained that the Comptroller was in receipt of checks made payable to the University of Kentucky which should have been made payable to Dr. J. R. Schwendeman and to the Mid-Western Milk Marketing Conference. He stated that the Comptroller hesitated to endorse checks made payable to the University to any other source, without authorization of the Committee.

Upon motion duly made, seconded and carried, the Comptroller was authorized to endorse the checks as requested.

M. Free Fees for Latvian Family.

President Donovan stated that Mr. Karlis Rudzitis, head of a displaced family, is in this country sponsored by the Second Presbyterian Church of Lexington, Ky. Mr. Rudzitis is registered at the University and will be in attendance during the second semester. President Donovan recommended free fees for the semester February to June, 1952. He also recommended that free fees be given to Mrs. Karlis Rudzitis for the summer term, 1952.

Upon motion duly made, seconded and carried, the Committee concurred in the recommendations of the President and authorized free fees for Mr. Karlis Rudzitis for the second semester of the current school year; and free fees for Mrs. Karlis Rudzitis for the summer term, 1952.

N. Calculator Reported Lost.

President Donovan stated he desired to report loss of a Marchant Calculator 8SKX 328034 from the Statistics Laboratory of the College of Commerce in White Hall. He stated that the local police

authorities and the local calculating machine office have been notified of the loss, and while the machine may be recovered, he desired to report its disappearance to the Executive Committee for record purposes.

On motion duly made, seconded and carried, the report was received and ordered made of record.

O. Contract between the University and City Board of Education.

President Donovan reported contract between the University and the City Board of Education, to take care of the University-enrolled student teachers for practice training in the city schools, and recommended its approval.

Upon motion duly made, seconded and carried, the contract was authorized executed on behalf of the University.

P. Barracks on Rose Street Authorized Razed.

President Donovan stated that temporary barracks buildings on Rose Street are entirely vacant and unused for men's housing. The buildings have deteriorated badly and can not be economically repaired. He recommended that the buildings be razed and the sites cleared.

Upon motion duly made, seconded and carried, the Department of Business Management and Control was ordered to have buildings razed and materials salvaged.

Q. Contract with Covington City Board of Education.

President Donovan submitted a contract between University of Kentucky and the Covington City Board of Education for space for the University Extension Center in Northern Kentucky. The contract is, in reality, a continuation of an existing contract and leases facilities necessary for operation of the Northern Center.

The Committee being duly advised of the content of the contract, upon motion duly made, seconded and carried, authorized same executed on behalf of the University.

R. Summer Workshop at Monterrey, Mexico, Approved.

President Donovan submitted a report from Doctor Chamberlain

approving Cooperative Agreement with the Instituto Tecnológico de Monterrey. He read the Agreement as proposed and recommended that authorization be given to enter into such a Cooperative Agreement for a summer workshop in 1952.

October
Seventh
1951

President H. L. Donovan
University of Kentucky

Dear President Donovan:

A few days ago you named a committee to study certain proposals made by the Instituto Tecnológico de Monterrey. In addition to myself, this committee was composed of Mr. Frank D. Peterson, Dean M. M. White, Dr. J. R. Schwendeman, and Mrs. Alberta Wilson Server. The committee met yesterday and as a result of its discussions we are suggesting that the following proposal be submitted to the University Board of Trustees for approval, with the understanding that a formal contract, in keeping with this proposal, will be formulated at a later date and submitted to the Instituto Tecnológico de Monterrey.

The University of Kentucky will offer six hours of credit in the field of Geography, the specific courses to be specified later to the Instituto Tecnológico de Monterrey, during the 1952 summer session. The University will enroll at least twelve students, and not more than twenty, in these courses at the University of Kentucky, each student paying to the University the regular summer incidental fee of \$30. In addition each student will pay to the University of Kentucky a sum of \$230 to cover tuition, board and lodging, and other services normally given by the institution to its students. In addition, the student will pay his travel to and from his home and Monterrey, Mexico, which is approximately ninety miles below the border from Laredo, Texas. The University will be allowed to retain ten per cent of each payment of \$230 for purposes of publicity and overhead. In other words, the net amount paid to the Institute will be \$217 for each student enrolled. The University will receive, for each student enrolled, the regular \$30 for tuition, and an additional \$23 withheld from the charge of \$230 made by the Institute. This will mean a total income to the University of \$53 per student.

The University agrees to furnish a faculty member and to pay his regular summer session salary. He will receive, in addition, from the Institute, pay at the salary level of a department head, together with board and lodging for himself and family. The Institute will assign a member of its

faculty to assist in the instruction. The teaching will thus be a joint enterprise of a member of the faculty of the University and a member of the faculty of the Institute.

It will be understood that the Institute will be obligated to care for the proposed workshop only if the University is able to enroll the specified number of students. The contract should include a date by which the University will notify the Institute officially that the necessary number of students has been enrolled. It is understood that the University of Kentucky will not be obligated in any way unless it is able to enroll the required number of students.

The total cost to the student for this six weeks of study will be approximately \$290, not counting incidental expenses, and including an estimated \$30 for travel. This seems a small amount, but Dr. Schwendeman has found that the trip can be made to Monterrey and back for this amount by a car-pool arrangement. Dean White and Dr. Schwendeman have been able to secure \$2,400 in the form of scholarships for this project. The cost beyond these scholarships for any single student will, therefore, be in the neighborhood of \$90 to \$100. We do not anticipate any difficulty in enrolling the required number of students at this small cost.

In conclusion it might be well to point out that the income to the University will be sufficient to supply a substitute for the teacher taking the class to Mexico. The project can, therefore, be carried out without any expenditure on the part of the University.

The committee gave some thought to the possibility of offering certain classes in Spanish at Monterrey during the coming summer, but it is not in a position, at present, to make a definite recommendation. If the Board of Trustees approves this proposal I would recommend that you write the Director General of the Institute about as I have suggested in the accompanying letter.

Sincerely,

(Signed) Leo M. Chamberlain
Vice President.

The Committee heard the proposal read and the recommendation of the President, and upon motion duly made, seconded and carried, authorized the working arrangement for a summer workshop in Monterrey in 1952.

S. Injury to Dan Welch.

The Comptroller reported that Mr. Dan Welch has been taken back to the hospital for an examination; that Dr. Ralph Angelucci, Dr. Sam Warren and Dr. K. R. Thompson, Jr., had donated their services in making further examinations; and a hospital bill in the amount of \$187.25 was submitted.

The Comptroller recommended that the bill be paid. He further reported that Mr. Welch had been removed from the hospital, and it does not appear that the doctors offer much encouragement.

Upon motion duly made, seconded and carried, the Committee authorized payment of \$187.25 to the Good Samaritan Hospital in connection with treatment of Mr. Welch's injury, with the expressed understanding that the action on the case was without commitment as to future action of the Committee, and it did not establish a precedent and did not admit negligence or liability in paying this hospital bill.

T. Injury to James F. Walker.

On June 12, 1951, Mr. James F. Walker, carpenter helper in the University of Kentucky Carpenter Shop, in clearing up the carpenter shop got his right hand caught in the tinnon machine. The finger nail and top of right forefinger were cut off. He was examined at the Dispensary and sent to the Good Samaritan Hospital for treatment. Doctor Sprague attended Mr. Walker, and submitted statement for \$36.00 for services rendered. The hospital submitted bill for \$7.50.

The Comptroller recommended that these bills be paid, and upon motion duly made, seconded and carried, the Committee authorized payment of hospital bill for \$7.50 and doctor's bill for \$36.00, with the expressed understanding that the action on the case was without commitment as to future action of the Board, and it did not establish a precedent and did not admit negligence or liability in paying these bills.

U. Injury to Viva Sloan.

On May 29, Miss Viva Sloan, Dormitory Grill employee, suffered a fractured hand when a shelf of bottled milk in the milk refrigerator fell on her hand. The accident seemed not to have been due to Miss Sloan's carelessness. She was sent immediately to the Dispensary and Dr. Sprague examined her hand, and referred her to Dr. O. B. Murphy, orthopedist, for treatment of a fractured metacarpal. Dr. Murphy cast the hand, removed the cast, and examined the hand a week after removal from the cast. He submitted bill for \$35.00 for services rendered.

The Comptroller recommended payment of the bill, and on motion duly made, seconded and carried, the bill of Dr. O. B. Murphy, orthopedist, for \$35.00, was ordered paid, with the expressed understanding that the action on the case was without commitment as to future action of the Committee, and it did not establish a precedent and did not admit negligence or liability in paying these bills.

V. Injury to John M. Jackson.

President Donovan submitted a letter from the Comptroller reporting an accident to Mr. John M. Jackson.

October 19, 1951

Dr. H. L. Donovan, President
University of Kentucky

My dear President Donovan:

Mr. John M. Jackson, a utility man with the Division of Maintenance and Operations, fell off a truck some time in February, 1951. At that time he did not feel the accident would amount to much, and no report was made.

On August 13 he reported to the Health Building for an x-ray. No doctor was available to read the x-ray. At a later date he was given the report that the x-ray indicated a bone chip or splinter was causing the severe pain in his right elbow. He was referred to Dr. Bush Hunter, who examined the patient, made a report, and diagnosed the trouble as olecranon bursitis elbow, right. He recommended that the patient have aspiration of the bursa, and if there was a recurrence, the bursa should be removed.

Mr. Jackson later entered the Good Samaritan Hospital without approval of the University. Doctors Myers, Thompson, and Friesen, 288 South Limestone, made further examination and operated. The following bills have been submitted:

a. Good Samaritan Hospital	\$115.30
b. Myers and Thompson	15.00
c. Myers, Thompson, and Friesen	75.00
d. Rubin and Barss	<u>15.00</u>
Total	\$220.30

Mr. Jackson was carrying a personal hospitalization policy with the Lincoln Insurance Company and received benefits amounting to \$63.00.

This office originally refused to authorize University connection with this accident because of the lapse of some six months between the time of the fall from the truck and the notification to the University of painful swelling of the right elbow. I have made a complete investigation and all facts seem to point to the fact that the olecranon bursitis of the elbow, swelling, etc., were probably caused from the original fall.

These invoices for expenses incurred are submitted to the Executive Committee for whatever action it may feel justified to take.

Respectfully submitted,

(Signed) Frank D. Peterson, Comptroller.

The Comptroller recommended payment of the accounts.

Upon motion duly made, seconded and carried, the bills of Good Samaritan Hospital, Myers and Thompson, Myers, Thompson and Friesen, and Rubin and Barss, in the amount of \$157.30, were authorized paid, with the expressed understanding that the action on the case was without commitment as to future action of the Board, and it did not establish a precedent and did not admit negligence or liability in paying these bills.

W. NEPA Funds to Remain with Kentucky Research Foundation.

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

October
Seventeenth
1951

Dr. H. L. Donovan, President
University of Kentucky
Lexington, Kentucky

Dear Dr. Donovan:

You will recall that the Kentucky Research Foundation, several months back, entered into a contract with the NEPA Division of the Fairchild Engine and Airplane Corporation covering certain work to be done in the laboratories and with the facilities of the Department of Physics of the University.

The research work was actually carried on by representatives of the NEPA Division and the University's participation in the project was limited to certain advisory services and to the rental of some of its facilities. Specifically, the contract called for a payment to the Foundation of \$50 a month for rental of office space and furniture, \$600 a month for rental of the University's Van der Graaff accelerator, \$125 a month for the rental of the machine shop and machines and tools in Pence Hall and, in addition, a fifty per cent overhead on salaries paid employees under the contract. This contract covered a period of approximately twenty-one months, from February 21, 1949, to November 15, 1950. While the work actually ceased on November 15, 1950, the contract was not officially closed until a few days ago when final payment was made to the Kentucky Research Foundation.

As a result of this contract there remains in the account of the Kentucky Research Foundation a considerable sum of money. You will recall that this matter was brought up in a meeting of the Board of Directors of the Kentucky Research Foundation and you agreed that the money remaining might be retained by the Foundation even though it came from the rental of University property. You suggested, however, that formal action should be taken on this matter and that I should make a request to you that the University Board of Trustees approve the retention by the Kentucky Research Foundation of such sums as remain after the contract was closed.

I am able to inform you now that the balance remaining in the fund is \$22,589.83. In accordance with our understanding, I am requesting that the Board of Trustees give approval to the retention of this sum by the Kentucky Research Foundation with the understanding that it will be transferred to the general fund of the Foundation and be used to further other research projects at the University of Kentucky.

Sincerely,

(Signed) Leo M. Chamberlain, President
The Kentucky Research Founda-
tion.

President Donovan recommended that the request of the President of the Kentucky Research Foundation be granted.

Upon motion duly made, seconded and carried, it was ordered that the sum of \$22,589.83 remain with the Kentucky Research Foundation, be transferred to the general fund of the Foundation, and be used to further other research projects at the University.

X. Dr. Edward Tuthill to Continue on Staff.

President Donovan reported that Dr. Edward Tuthill had, since last May, refused to file with the University U. S. Treasury Form W-4, properly completed. Doctor Tuthill has not complied and refuses to comply with Resolution of the Board of Trustees as set forth on pages 39-40 of the Minutes of the meeting of June 1, 1951.

After discussion of the facts involved, upon motion duly made, seconded and carried, the Committee authorized Dr. Edward Tuthill continued as Professor of History on Special Assignment without salary, effective June 1, 1951.

Y. Outside Work -- Mr. Sulzer; Mr. Farris; Doctor Calvin.

President Donovan submitted request for Mr. E. G. Sulzer to act as supervisor for two audience survey projects; one a television survey to be made in greater Lexington for WHAS, and the other a general audience survey in Owensboro for WVJS. Doctor Chamberlain reported that Mr. Sulzer can handle the two projects without interfering significantly with his work at the University, and recommended that permission be given him.

President Donovan submitted the request of Mr. E. B. Farris, Chief Engineer of the Division of Maintenance and Operations, to review specifications and preparation of contract documents for J. S. Watkins, in connection with a project for the Federal government at Fort Campbell, Ky.

Mr. Frank D. Peterson stated that Mr. Farris will not neglect his official duties during the performance of this work, and the work will not require more than one week, which may be charged to vacation due.

President Donovan submitted request of Dr. James S. Calvin, head of the Department of Psychology, to become director of a field psychological laboratory at Fort Knox. Dean White, of the College of Arts and Sciences, explained that the Department of Psychology of the University could not very well do without the services of Doctor Calvin and recommended a cooperative arrangement whereby Doctor Calvin will give two days a week to the Human Resources Research Office, Department of the Army, Fort Knox, and the remainder of his time to the Department of Psychology of the University. Doctor Calvin's University salary is to be reduced \$50.00 per month, and he is to receive \$15.00 per day plus expenses for serving as director of the field psychological laboratory at Fort Knox.

President Donovan recommended that these requests be granted, and upon motion duly made, seconded and carried, the Committee concurred in the recommendations of the President.

Z. Mrs. Alberta N. Coleman Employed.

President Donovan read a letter from Dr. Howard W. Beers, head of the Department of Rural Sociology:

October 15, 1951

Memorandum to
Mrs. Slaughter:

Re: Appointment of Mrs. Alberta N. Coleman
as Technical Assistant

A new responsibility in the Department of Rural Sociology is the editing of research papers and the provision of the services of a Managing Editor to the journal of RURAL SOCIOLOGY. Under this arrangement it is expected that we will contribute approximately half of the services of a technical assistant who will be responsible for editing the journal articles as well as our own project manuscripts, and carrying out various technical duties in connection with the preparation of reports. It is impossible to provide these services in the person of either a student or a clerk-stenographer. Mrs. Coleman is a graduate of Grinnell College (Iowa) with a superior record as a major in English, and she has served previously in the Regional Office of the Bureau of Agricultural Economics in Atlanta as a combination of Secretary and manuscript writer. The need that we have in the Department at this moment is quite specialized and it would be impractical to try to staff a department to meet this need on any other basis. Mrs. Coleman is uniquely and unusually well qualified to meet the need and it is because of this that I make such a strong recommendation for her appointment.

(Signed) Howard W. Beers,
Head.

Mrs. Coleman is the wife of Dr. A. Lee Coleman, Assistant Professor of Sociology and Assistant in Rural Sociology, and has consented to receive for half-time services \$90.00 a month from Account 2044.

President Donovan recommended employment of Mrs. A. Lee Coleman as Technical Assistant to Dr. Howard W. Beers, and upon motion duly made, seconded and carried, the Committee concurred in the recommendation of the President.

A-1. Leave of Absence for Mr. Bart Peak.

President Donovan stated that he was in receipt of a communication from Dr. A. D. Kirwan, Dean of Students, recommending that Mr. Bart Peak be given leave of absence from his duties at the University from January 1 through March 15, 1952. He recommended that Mr. E. Tipton Carroll be employed as a part-time assistant to the University YMCA Secretary from October 19 to December 19, at a salary of \$80.00 per month; and, effective January 1, 1952, that his employment be on a full-time basis at a salary of \$250.00 per month, through March 15, 1952.

Mr. Carroll is a graduate of the College of the Bible, is an ordained minister, and has until recently been assistant to President Raymond McLain, of Transylvania College. At the present time, he is a graduate student at the University of Kentucky. President Donovan recommended that the request be approved.

Upon motion duly made, seconded and carried, leave of absence was granted to Mr. Bart Peak from January 1 through March 15, 1952, and Mr. E. Tipton Carroll was ordered employed as a part-time assistant to the University YMCA Secretary from October 19 to December 19 at a salary of \$80.00 per month, and as Acting University YMCA Secretary from January 1 through March 15, at a salary of \$250.00 per month.

B-1. Plans and Specifications, Agricultural Engineering Building, Approved.

President Donovan submitted plans and specifications for an addition to the Agricultural Engineering Building. He stated that the plans and specifications had been prepared by Frankel & Curtis, architects, upon authorization of the Board of Trustees. The plans and specifications have been properly examined by the Department of Business Management and Control and recommended for approval.

The plans and specifications were made available and, upon motion duly made, seconded and carried, ordered received and approved. The Comptroller was directed to cause bids to be taken.

C-1. Dawson Springs Park Buildings.

President Donovan stated that the University received an anonymous gift of \$15,000.00 in December, 1942, for the purpose of advancing the interest and fostering the development of 4-H Club work. It was understood that a building of a permanent nature would be provided. It was further stipulated that an equal amount be expended, if possible, for the same purpose.

The President reported that, of the gift, \$14,948 had been invested in Government Bonds, Series F, and at maturity would be worth \$20,200.00. He stated that it might become necessary to cash Government Bonds before date of maturity.

President Donovan recommended that the Dawson Springs Park, which was transferred from the State Park Division of the State Conservation Commission to the University of Kentucky, be further developed, and a permanent 4-H Club Building erected. He estimated that it might take somewhere around \$50,000.00 to take care of the project, and suggested that other funds might be available to supplement the anonymous gift to increase same to \$25,000. This amount would be used to match a like appropriation from the State Property and Building Commission.

It was therefore recommended that the securities held in the name of the Anonymous Gift be liquidated, and that other funds be appropriated to increase the proceeds from the Anonymous Gift to \$25,000.00, and that the State Property and Building Commission be requested to match these funds for the purpose of constructing at Dawson Springs Park suitable 4-H Club facilities.

Members of the Committee discussed briefly the proposed project, and upon motion duly made, seconded and carried, concurred in the recommendation of the President.

D-1. Gifts.

From: Various Donors -- Contributions
to Black Shank Tobacco Project.

President Donovan presented the following letter and tabulation:

October 18, 1951

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I thought you might be interested in a recapitulation of the contributions we have received for our black shank program.

You will find herewith attached copy of report that was sent to Mr. Jones, who is Chairman of the Finance Committee. He assured me today that there would be no difficulty in reaching the \$50,000 for our proposed black

shank program.

Sincerely yours,

(Signed) Frank J. Welch
Dean and Director.

REPORT

<u>Date of Check</u> 1951	<u>Company</u>	<u>Amount</u>
August 29	The American Tobacco Co. New York, N.Y.	\$5,000.00
September 13	Brown & Williamson Tob.Corp. Louisville, Ky.	1,000.00
September 14	Liggett & Myers Tobacco Co. Lexington, Ky.	1,000.00
September 18	Burley Tobacco Growers Co-op. Lexington, Ky.	7,500.00
September 21	Hodge Tobacco Co. Owensboro, Ky.	200.00
September 21	S. P. Owen Tobacco Co. Cynthiana, Ky.	200.00
September 24	Edward J. O'Brien Co. Louisville, Ky.	200.00
September 24	E. J. O'Brien-Long Co. Shelbyville, Ky.	200.00
September 26	Southwestern Tobacco Co. Lexington, Ky.	600.00
September 26	The Tobacco Rehandling Co.,Ltd. Louisville, Ky.	50.00
August 30	Lockett-Wake Tobacco Co. Louisville, Ky.	25.00
August 31	J. E. Bohannon Co.,Inc. Bowling Green, Ky.	100.00
September 1	Horse Cave Tobacco Bd. of Trade Horse Cave, Ky.	135.00
September 24	E. S. Robey & Co.,Inc. Franklin, Ky.	200.00
September 25	R. J. Reynolds Tobacco Co. Winston-Salem, N.C.	2,500.00
September 26	Kentucky Burley Tobacco,Inc. Mt. Sterling, Ky.	200.00
September 29	W.L. Petty Co. Lexington, Ky.	200.00
September 29	Hail & Cotton Louisville, Ky.	100.00
September 29	J. W. Rudolph & Bro. Clarksville, Tenn.	25.00
October 2	Wm. L. Burford & Co. Louisville, Ky.	200.00
October 3	Falls City Tobacco Co. Louisville, Ky.	200.00

October 5	Bright Burley Tobacco Co. Owensboro, Ky.	\$ 200.00
October 5	J. E. Bohannon Co., Inc. Bowling Green, Ky.	100.00
October 8	Parker Tobacco Co. Maysville, Ky.	200.00
October 17	G. F. Vaughan Tobacco Co. Lexington, Ky.	200.00
October 13	L. H. Burnett Tobacco Co. Bowling Green, Ky.	100.00
October 13	T. A. Duke Maysville, Ky.	200.00
October 15	Black Shank Committee (Mr. Clay) Mt. Sterling, Ky.	2,000.00
October 8	Ky. Farm Bureau Federation St. Matthews, Ky.	1,000.00
		<u>\$23,835.00</u>

The Executive Committee discussed the interest shown in the Black Shank Tobacco Project, and upon motion duly made, seconded and carried, authorized the gifts as listed above accepted, and requested the President to express to the many donors the appreciation of the Executive Committee and the University.

From: American Poultry and Hatchery Federation -- \$2,000.00

President Donovan reported receipt of \$2,000 from the American Poultry and Hatchery Federation, to be used to support a research project being conducted by the Kentucky Experiment Station on a work simplification study of labor practices, equipment usage and design and building arrangement in receiving, handling and incubating eggs and handling and shipping baby chicks in hatcheries of Kentucky. He quoted Dean Welch, of the College of Agriculture and Home Economics, as saying that such a study would be most beneficial to the hatchery industry, and joined Dean Welch in recommending acceptance of the gift.

On motion duly made, seconded and carried, the Committee concurred in the recommendation of the President, and requested him to thank the donors for their gift.

From: Distillers Feed Research Council, Inc. -- \$750.00.

President Donovan presented check for \$750.00 from the Distillers Feed Research Council, Inc., which was given for the purpose

of support of the project being conducted by the Kentucky Experiment Station on the utilization of dried solubles in calf starters. He stated that this fund would permit the employment of a graduate assistant to help with the work, and recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$750.00 from the Distillers Feed Research Council, Inc., was ordered accepted, and President Donovan was requested to thank the donors.

From: Opekasit Foundation of Hamilton, Ohio
-- \$600.00.

President Donovan presented check for \$600.00 from Opekasit Foundation of Hamilton, Ohio, and stated that this is the first year that the College of Agriculture and Home Economics of the University of Kentucky has been included in the Opekasit program. This sum is to be used to provide a scholarship to a freshman in agriculture entering the University of Kentucky in September, 1951. President Donovan stated that he considered this a very worth-while grant and recommended that it be accepted.

On motion duly made, seconded and carried, the gift of \$600.00 of the Opekasit Foundation of Hamilton, Ohio, was ordered accepted, and President Donovan was requested to write a letter of appreciation to the donors.

From: The Union Light, Heat & Power Company
-- \$300.00.

President Donovan reported receipt of check for \$300.00 from the Union Light, Heat & Power Company, Covington, Ky., and stated that the donors wished the fund to be used in continuation of their program of supporting a scholarship at the University of Kentucky. He explained to the Committee that the Company wishes this scholarship to be granted to a graduate of one of the high schools located in the area served by The Union Light, Heat & Power Company, and recommended acceptance of the grant.

On motion duly made, seconded and carried, the gift of \$300.00 from The Union Light, Heat and Power Company was ordered accepted, and used in the manner desired, and President Donovan was requested to write in appreciation to the donors.

From: Mrs. Fred A. Crossman--Collection of
52 Scrapbooks.

President Donovan read to the Committee the following letter:

September 21, 1951

President Herman L. Donovan
University of Kentucky
Lexington, Kentucky

Dear President Donovan:

I am transmitting to you a letter from Mrs. Fred A. Crossman who is giving to the University a very fine collection of fifty-two volumes of scrap-books covering the period in American history from 1847 through 1890.

About fifteen years ago Mr. Fred Crossman asked me to come to his home to look at his collection. When I saw all of the magnificent scrap-books that he had, I persuaded him to get them out of his house and into a fireproof depository. I went to Dr. McVey and asked if Mr. Crossman might deposit these books in the Library for safe-keeping. We understood, of course, that Mr. Crossman was not giving them to us. Two years ago Mr. Crossman died and now Mrs. Crossman wishes to give this material to the University as a memorial to her husband.

I knew Mr. Crossman fairly well. He was a most interesting man, warm hearted and generous in his attitude toward the University. This collection was made by his father and himself and it indicates the meticulous New England understanding of vital national events. I consider this a tremendously valuable collection of historical materials. I hope sincerely that you will recommend its acceptance by the Board of Trustees. The terms on which Mrs. Crossman is making the collection available to the University are very simple. The books are to be turned over to the University for complete administration. She has requested that a plate of some type be placed in these books to indicate they belong to the Crossman collection.

Sincerely yours,

(Signed) Thomas D. Clark.

President Donovan recommended that this gift be accepted.

Upon motion duly made, seconded and carried, the gift of 52 scrap-books offered the University by Mrs. Fred A. Crossman was ordered accepted, and President Donovan was requested to express to Mrs. Crossman the gratitude of the Committee and the University.

From: Dr. George F. Doyle -- 200 books.

President Donovan read to the committee a letter from Dr. Lawrence S. Thompson, Director of Libraries, reporting a gift to the University Library of 200 books from the private collection of Dr. George F. Doyle, formerly of the University staff, and now residing in Winchester, Ky. He concurred in the recommendation of Doctor Thompson that the books be accepted.

Upon motion duly made, seconded and carried, the gift of 200 books from the private collection of Dr. George F. Doyle, of Winchester, Ky., was ordered accepted, and President Donovan was requested to thank Doctor Doyle for the gift.

From Mr. Harry W. Schacter - \$250.00.

President Donovan read the following letter from Dean White, of the College of Arts and Sciences:

October 9, 1951

President H. L. Donovan
University of Kentucky
Lexington, Kentucky

My dear President Donovan:

May we have your permission to accept an annual contribution of \$250.00 from Mr. Harry W. Schacter to be used as an award to the individual making the outstanding contribution to community service during the calendar year? The person selected will be determined by a committee set up by the Department of Sociology. The suggested title of the award is University of Kentucky Award for Distinguished Community Service.

Respectfully yours,

(Signed) M. M. White,
Dean.

President Donovan recommended that the gift of \$250.00 from Mr. Harry W. Schacter, Louisville, Ky., be accepted, and on motion duly made, seconded and carried, the Committee concurred in the recommendation of the President, and requested President Donovan to thank Mr. Schacter for the gift.

From: Reynolds Metals Company --
\$3,653.00.

President Donovan reported receipt of check for \$3,653.00 from Reynolds Metals Company which they wished used in connection with a project designed to study the value of aluminum in the production of broilers. He said this was a most generous contribution and he recommended its acceptance.

On motion duly made, seconded and carried, the gift of \$3,653.00 from the Reynolds Metals Company was ordered accepted, and President Donovan was requested to write a letter of appreciation to the donors.

E-1. Resolution on Death of Dr. Lynn K. Wood.

President Donovan read the following Resolution to the Committee:

Dr. Lynn K. Wood died on September 29, 1951. He was appointed as Spectrographer and Research Chemist at the Kentucky Agricultural Experiment Station on June 2, 1947. He was primarily concerned with the function of minor elements in plant life and their presence in Kentucky soils and limestones. Unfortunately after coming to Kentucky he became greatly handicapped by failing eyesight and poor health. Because of his failing health he was given a change of work on July 1 of this year.

Dr. Wood was born at Provo, Utah on March 26, 1915. He received his A.B. degree from Brigham Young University in 1936, and his M. S. and Ph.D. degrees in Agronomy from the University of Illinois in 1938 and 1941, respectively. While at the University of Illinois he served as Graduate Assistant in Agronomy. From 1942 to 1945 he was Instructor in Soils at Oregon State College and from 1945 to 1947 Assistant in Soil Science at the same institution.

Dr. Wood was author of a number of papers on potash fixation in soils and on spectrographic techniques in the study of minor elements in soils, plants, and animals. At Oregon State College he became interested in spectrography, and because of his keen interest in this field he transferred to the University of Kentucky where facilities for his work were better.

Dr. Wood was a highly trained research worker with a keen insight into problems in soil chemistry and his associates had high regard for his ability and earnestness of

purpose. In his quiet and unassuming manner, he lived with a great desire to be of service to agriculture in the field of his special interest.

Doctor Wood's friends and associates in the University of Kentucky regret his passing and extend their sympathy to his wife and two small children.

Members of the Committee expressed their regret at the death of Dr. Lynn K. Wood, and on motion duly made, seconded and carried, approved the above resolution and directed that a copy be sent to Doctor Wood's family.

F-1. Appointments and Other Staff Changes.

President Donovan submitted staff appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes requested by deans and heads of departments.

College of Arts and Sciences

Appointments

Bernard Robert Jerman, Instructor, Department of English, ten-months basis, effective September 1, 1951.

Herbert N. Drennon, Instructor, Department of Political Science, ten-months basis, effective September 1, 1951.

Dougald McD. Monroe, Jr., Instructor, Department of English, ten-months basis, effective September 1, 1951.

Dwight M. Lindsay, Instructor, part-time, Department of Zoology, ten-months basis, effective September 1, 1951.

George F. Estes, Assistant Storekeeper, Department of Chemistry, effective August 27, 1951.

William Frankel, Instructor, part-time, Department of Ancient Languages, ten-months basis, effective September 1, 1951.

Charles K. Messmer, Editorial Assistant, Department of History (Journal of Southern History), ten-months basis, effective September 1, 1951.

Travis D. Rawlings, Research Assistant, Department of Psychology, five-months basis, effective September 1, 1951.

Virgil Lovins Miller, Secretary, part-time, Department of Romance Languages, ten-months basis, effective September 1, 1951.

Elizabeth Ann Bicknell, reappointed Secretary, Department of Psychology, also Clerk, special research project, both effective September 14, 1951.

Irving A. Gail, reappointed Psychiatric Consultant, Department of Psychology, for the second semester, 1951-52.

Ernest Kronvall, Speech Therapist, Speech and Hearing Clinic, Department of Psychology, ten-months basis, effective September 1, 1951.

A. Dudley Roberts, reappointed General Clinical Practicum Supervisor, Department of Psychology, for ten months, effective September 1, 1951.

Jessie Irvine, Practicum Supervisor, Department of Psychology, reappointed September 1, 1951, for ten months.

Joseph Camille Marek, Department of Romance Languages, for the year 1951-52, effective October 16, 1951.

Perry R. Adams, Part-time Instructor, Department of Music, effective September 1, 1951, ten-months basis.

Mrs. Polly A. Hill, Stenographer, Department of Art, effective October 15, 1951.

Mrs. John L. Rosenberger, Stenographer, half-time, effective October 10, 1951. Mrs. Rosenberger is employed in the Bureau of Community Service.

Sally Sue Davis, Pianist, Department of Physical Education, part-time, effective September 15, 1951, through June, 1952.

Leaves of Absence

Leslie I. Poste, Professor of Library Science, and Head of the Department, granted leave of absence for the academic year 1951-52, effective October 1, 1951, in order that he may complete the work for his Ph.D. degree at the University of Chicago. Miss Azile Wofford, Associate Professor, is to act as Head of the Department during the absence of Professor Poste.

J. E. Hernandez, Associate Professor, Department of Romance Languages, granted military leave of absence, effective October 31, 1951. Professor Hernandez has been called to active duty with the Air Force.

Salary Adjustments

Gordon F. Lewis, Community Analyst, part-time, ten-months basis, placed on full time, with adjustment in salary, effective September 1, 1951.

Mrs. Elizabeth F. Rogers, Stenographer, Department of Physical Education, made Secretary, with adjustment in salary, effective October 1, 1951.

Resignations

Elizabeth L. Sawyer, Assistant Professor of Zoology, effective August 21, 1951.

Cornelius G. Fitzgerald, part-time Instructor, Department of Chemistry, effective September 1, 1951.

Mrs. Jay Martin, Secretary, Department of Physical Education, effective October 1, 1951.

Walter Wharton, part-time Instructor, Department of Chemistry, effective September 1, 1951, to transfer to the Signal Corps Project of the Research Foundation.

College of Agriculture and Home EconomicsAppointments

John Thomas Bryans, Assistant Bacteriologist, Department of Animal Pathology, effective September 10, 1951.

Mrs. Virginia Price, Clerk-Typist, Administration (Records), effective September 10, 1951.

Mrs. Wyona Charlene Waldon, Library Assistant, Experiment Station Library, effective October 1, 1951. Mrs. Waldon has been employed on an hourly basis.

Mary E. Sweeney, Visiting Professor, Department of Home Economics, as temporary replacement for Miss Mumford, for four lectures per week, effective September 17, 1951. Dr. Sweeney will conduct the course in Family living and act as consultant on nursery school policies.

Mrs. Norma H. Dean, Instructor in Home Economics, effective September 24, 1951.

Helen Kay Hunt, Laboratory Technician, Department of Animal Industry (Dairy), effective October 1, 1951.

Beryl Webster Haycock, Clerk-Typist, Department of Markets and Rural Finance, effective October 1, 1951. Mrs. Haycock has been previously employed on an hourly basis.

Mrs. Virginia S. Thornsberry, Clerk, Agricultural Extension, Breckinridge County, effective October 1, 1951, to June 30, 1952, inclusive.

Wanda Lee Griffin, Clerk, Agricultural Extension, Clinton County, effective October 16, 1951.

Salary Adjustments

Rodney M. Hays, Assistant Chemist, Department of Feed and Fertilizer Control, placed on part-time basis, with adjustment in salary, effective September 12, 1951. Mr. Hays will be doing graduate work.

Robert W. Rudd, Assistant Economist in Agricultural Marketing, adjustment in salary, effective October 1, 1951.

Scott L. French, Assistant in Animal Husbandry, Instructor in Animal Husbandry, adjustment in salary, effective September 1, 1951.

James F. Thompson, Assistant in Farm Management, adjustment in salary, effective October 1, 1951. This is a change from temporary to regular employment.

Leora Bentley, Instructor, Department of Home Economics, adjustment in salary, effective October 1, 1951. Miss Bentley is assuming the responsibilities of the former Director of the Nursery School, Miss Mary Mumford.

J. Edward Klinker, Assistant Horticulturist, Experiment Station, adjustment in salary, effective October 1, 1951.

Garland M. Bastin, Superintendent of the Dairy Center; Instructor in Dairying, placed on part-time, with adjustment in salary, while he is taking part-time graduate work, effective October 1, 1951.

Promotion

John C. Redman, Assistant Economist in Farm Economics; Instructor in Farm Economics, made Associate Economist in Farm Economics; Associate Professor of Farm Economics, effective October 1, 1951.

Leaves of Absence

Mrs. Josephine Gardner, Clerk-Stenographer, Office of Home Demonstration Agent, Jefferson County, granted an extended leave of absence from October 1 to December 31, 1951, inclusive, because of illness. Mrs. Gardner has taken all sick leave allowed.

Ernest J. Nesius, Economist in Farm Economics, granted a leave of absence from November 16, 1951, through November 15, 1952, in order to permit him to accept an assignment with the U. S. State Department as Agricultural Economics Analyst in Vienna, Austria.

Resignations

Forrest G. Houston, Assistant Chemist, Department of Agronomy, effective September 27, 1951.

Ralph F. Elliott, Assistant Professor of Dairy Husbandry and Assistant in Dairy Husbandry, effective October 18, 1951.

Mrs. Mildred T. Hyatt, Assistant Botanist, Department of Entomology and Botany, effective September 30, 1951.

Janet Turner, Clerk-Stenographer, Administration (Records), effective August 31, 1951.

Martin E. Mayes, Farm Teamster, Experiment Station Farm, effective September 1, 1951.

Beavin F. Thornberry, Jr., Assistant County Agent, Elizabethtown, Kentucky, effective September 30, 1951.

Mrs. Angie E. Howard, Associate Home Demonstration Agent, Graves County, effective September 30, 1951.

Mrs. Anna C. Thompson, Associate Home Demonstration Agent, McCracken County, effective September 30, 1951.

James H. Barnes, Assistant County Agent, Hartford, Kentucky, effective September 15, 1951.

Russell Rowland, Assistant County Agent, Franklin, Kentucky, effective September 30, 1951.

Harold W. Dorman, Assistant County Agent, Bardstown, Kentucky, effective September 30, 1951.

Irene Suzanne Bibza, Instructor in Home Economics, effective September 1, 1951.

Virginia Price, Clerk-Typist, Administration (Records), effective September 15, 1951.

Mary Allene Weathers, Stenographer, Department of Feed and Fertilizer Control, effective September 8, 1951.

John Traylor, Teamster and Laborer, Western Kentucky Substation, effective September 24, 1951.

Herman E. Crabbtree, Assistant County Agent, Hopkinsville, Kentucky, effective September 30, 1951.

Mrs. Mona B. Masters, Clerk in Administration, effective September 30, 1951.

Mrs. Margie M. Carlson, Clerk-Stenographer, effective September 30, 1951.

Marilou Adcox, Clerk, Agricultural Extension, Breckinridge County, effective September 6, 1951.

Mrs. Jean Talbott, Clerk, Agricultural Extension, Clinton County, effective October 15, 1951.

College of Engineering

Appointments

Glenn Emerson Herron, Mechanic, Department of Mechanical Engineering, effective October 1, 1951.

Johnny R. Harris, Mechanic, Department of Mechanical Engineering, effective October 1, 1951.

Resignations

Thomas L. McReynolds, Instructor (temporary), Department of Civil Engineering, effective August 31, 1951.

Douglas K. Albright, Instructor, Surveying Camp, Department of Civil Engineering, effective August 31, 1951.

College of Law

Appointment

Mrs. Jean Sims, Secretary to the Law Faculty, effective September 10, 1951.

College of Education

Appointments

J. B. Kelley, Coordinator for German Student Program, eight-months basis, effective September 1, 1951.

Barbara Hefferman, Secretary, Department of Industrial Education, effective September 17, 1951.

Jeanette Pates, Supervisor of off-campus student teaching, summer term, 1951.

Mary Ransdall, Supervisor of off-campus student teaching, summer term, 1951.

Mrs. Lyle Walker, Supervising Teacher in Music, University School, effective September 15, 1951.

Betty Bedford Sither, Secretary, Division of Foundations of Education, effective September 17, 1951.

Resignation

Catherine Wilson, Secretary, effective September 15, 1951.

College of Commerce

Appointments

Charles Lockyer, Research Assistant, Bureau of Business Research, effective September 1, 1951.

Thomas P. Lynch, Research Associate, Bureau of Business Research, effective September 16, 1951. Mr. Lynch has been serving in the Bureau under an arrangement with the Legislative Research Committee, the University being reimbursed for his salary.

Mrs. Dorothy V. Lawrence, Secretary, Bureau of Business Research, effective September 28, 1951.

Salary Adjustment and Promotion

John L. Johnson, Research Assistant and Part-time Research Associate, Bureau of Business Research, made Research Associate, with adjustment in salary, effective October 1, 1951. Mr. Johnson succeeds Mr. Earl Turner, resigned.

Resignation.

Madelyn Lockhart, Research Associate, Bureau of Business Research, effective October 1, 1951.

College of PharmacyAppointments

William Francis Rehberg, Assistant Professor, Department of Pharmacy, ten-months basis, effective September 1, 1951.

Richard Doughty, Instructor in Materia Medica, ten-months basis, effective September 1, 1951.

Shirley Gaddis, Associate Professor, Department of Chemistry, ten-months basis, effective September 1, 1951.

Salary Adjustments

Charles Tucker, Instructor in Materia Medica, adjustment in salary, effective September 1, 1951, because of reduction in teaching load.

Ewen Gillis, Professor, Head of the Department of Chemistry, adjustment in salary, effective September 1, 1951, in order to bring his salary in line with other salaries on a comparable level.

Graduate SchoolAppointments

Leroy Lawrence, Scholar, effective September 1, 1951.

William Garrad Leger, Scholar, effective September 1, 1951.

Albert Balows, Scholar, effective October 1, 1951.

Resignations

Robert C. Nichols, Scholar, effective September 1, 1951.

Eloise Heaton, Scholar, effective September 1, 1951.

Department of University Extension

Appointments

Legatha Monroe, Assistant Booker, part-time, for nine months, effective September 1, 1951.

Anthony Amendolara, Instructor in Home Economics, part-time, Northern Extension Center, for five months, effective September 1, 1951.

Elizabeth Guilfoil, Instructor in Education, part-time, Northern Extension Center, for five months, effective September 1, 1951.

Jack Gottschang, Instructor in Zoology, part-time, Northern Extension Center, for ten months, effective September 1, 1951.

Mrs. Doleen Kathleen Tarrant, Secretary, effective September 17, 1951.

Gail Carr, Part-time Secretary, Northern Extension Center, effective September 15, 1951.

Resignations

J. B. White, Instructor in Modern Languages, Northern Extension Center, effective September 1, 1951.

Almira P. Lewis, Secretary, effective September 22, 1951.

University Library

Appointments

Mrs. Elaine McMullin Carter, Assistant Archivist, effective September 1, 1951.

Marjorie Jean Akers, Assistant Cataloger, effective September 17, 1951.

Betty Carolyn Congleton, Clerk-Typist, Archives Department, part-time basis, effective September 10, 1951. Miss Congleton will divide time between the Library and the Bureau of Source Materials in Higher Education.

President's OfficeAppointment

Elizabeth Louise Billiter, Assistant Secretary, effective October 8, 1951.

Resignation

Betty Darrell Hammock, Assistant Secretary, effective September 15, 1951.

Registrar's OfficeAppointments

Edna Lee Jones, Stenographer, part-time, effective September 19, 1951.

Marjorie Sue Miller, Transcript Clerk, effective September 1, 1951.

Salary Adjustment

Dean Van Winkle, Clerk, advanced to the position held by Mrs. Burch, with adjustment in salary, effective October 1, 1951.

Resignations

Edna Lee Jones, Stenographer, effective September 22, 1951.

Dorothy Everman Burch, Clerk, effective September 30, 1951.

Office of the Dean of StudentsAppointments

Mrs. Josephine R. Urmston, Housemother, FarmHouse fraternity, effective September 1, 1951

Mrs. Mary S. Moss, Housemother, Zeta Beta Tau fraternity, effective September 1, 1951.

Mrs. Julia Boggs, Housemother, Alpha Sigma Phi fraternity, effective September 1, 1951.

Charlotte K. Reeder, Secretary, Student Government Association, effective October 1, 1951.

Resignation

Ellen W. Chewning, Secretary, effective October 5, 1951.

University Personnel OfficeAppointment

Louise Hardin, Test Assistant, effective September 12, 1951.

Resignation

Helen Jane Scott, Clerk, effective September 6, 1951.

University Health ServiceAppointment

Wilma Anderson, Nurse in the Infirmary, effective September 1, 1951.

Alumni OfficeAppointment

Anne Law Lyons, Records Clerk, one-half salary to be paid by the University of Kentucky, effective October 1, 1951. The other half of Miss Lyons' salary is to be paid by the Alumni Association.

Business Management and ControlTransfer

Mildred Nickell, Stenographer, Stenographic Bureau, transferred to the Comptroller's Office as Secretary, effective October 1, 1951.

Resignation

Mrs. Elizabeth G. Ham, Stenographer, Comptroller's Office, effective September 19, 1951.

University CommonsAppointments

Dorothy M. Isaacs, Bookkeeper, effective September 18, 1951.

Julia Ann Baird, Assistant Manager, Wildcat Grill, effective September 10, 1951.

Corrine Ferry, Assistant Manager, Dormitory Grill, effective September 13, 1951.

Salary Adjustments

Edith Sparks, Manager, Dormitory Grill, adjustment in salary, effective September 7, 1951.

Student Union Building

Resignation

William B. Byrd, Host-Bookkeeper, effective September 5, 1951.

Veterans' Housing Projects

Appointment

Martha Fay Pipkin, Bookkeeper, effective September 18, 1951.

Resignation

Thelma Gillis, Bookkeeper, effective October 20, 1951.

On motion duly made, seconded and carried, on President Donovan's recommendation, the above appointments, reappointments, salary adjustments, leaves of absence, resignations, promotions and other staff changes were concurred in and record ordered made in the minutes.

G-1. Adjournment.

On motion duly made, seconded and carried, the Executive Committee was adjourned at 12:25 p.m., and lunch was served to the members in the President's Office.

Frank D. Peterson
Secretary, Board of Trustees and
Executive Committee