

Minutes of the Meeting of the Executive Committee
of the Board of Trustees, University of Kentucky,
~~June~~ 17, 1918.

July

The Executive Committee of the Board of Trustees of the University of Kentucky met in regular session, at 11:00 A.M., July 17, 1918, in the office of the President, with the following members present: R. C. Stoll, Chairman, R. P. Ernst, P. P. Johnston, Jr., and J. M. Elliston. President Frank L. McVey and Wellington Patrick, Secretary of the Board, were also present.

(1) The meeting was called to order by Chairman Stoll, and the minutes of the previous meeting read and approved as modified. President McVey then made his monthly report to the Committee. He stated that the training of the first detachment of drafted men had been completed, and that from a financial standpoint, the University would just about hold its own; that owing to the fact that work on the barracks had not progressed as rapidly as was expected, the Kentucky Trotting Horse Breeders' Association had agreed to the extension of the University's contract for the Fair Grounds for a period of one month. The President reported that the building and repair program, as authorized by the Board, had begun, and that arrangements were being made for the purchase of equipment for the buildings; he said further that the cost of this equipment is likely to run high owing to the increased cost of materials.

(2) In his report to the Board the President stated that the State Treasurer had not transferred to the account collections of \$15,000, and asked what steps should be taken regarding the matter. The discussion was to the effect that Mr. Peak should see the Treasurer and ask for the money. In event of his failure Mr. Stoll stated that he would see the State Auditor.

(3) Regarding the Summer Session, the President said: "Our Summer Session has done much better than expected. We have an enrollment of about 160, which is twice the enrollment for last year, and the work seems to be progressing nicely. Some of the men enrolled in Agricultural Education under the Smith-Hughes act have raised the point regarding the payment of tuition, for that work, and I shall speak of this a little later."

(4) On motion by Mr. Ernst, seconded by Mr. Johnston, the report of the President was approved as presented.

(5) The President then stated to the Committee that the business regulations provide for an annual audit of the University's Books, and that no auditor had been employed for this year. On motion by Mr. Ernst, seconded by Mr. Elliston, the matter was referred to the President with the suggestion that a competent firm be employed to do the work, which might be able to continue the audit from year to year. On vote, the motion was carried.

(6) President McVey, continuing his report, stated that in conformity with the orders of the Board at a previous meeting, the books of the Experiment Station and Extension Division, had, on July 1, been transferred to the Business Office, and that a committee consisting of himself, Professor John R. Humphrey, and Senator D. H. Peck, Business Agent, had modified somewhat the system of keeping the books, and had prepared certain forms which were now in the press, and which were designed to improve the methods of accounting for funds of the Institution.

(7) The report of the Business Agent was then presented, read, and ordered to be spread on the minutes. The report was as follows:

Financial Statement
University of Kentucky
From July 1, 1917 to June 30, 1918.
Summary

Fund	Receipts	Expenses	Balance
General Fund	\$225422.48	\$223957.51	(\$ 5535.03)
Experiment Station...	275377.54	223092.97	47884.57
Extension Fund	102354.00	95999.98	6354.02
Trust Fund	46897.56	52901.74	(\$ 6004.18)
	\$650651.58	\$605952.20	\$44699.38

Note: Parentheses indicate overdrafts.

General Fund Schedule

Account	Received	Spent	Balance Account
Federal Appropriation:	\$42750.00	\$42750.00	\$0.00
Half Mill Tax	53521.25	53521.25	0.00
Agricultural Approp- riation.....	5000.00	5000.00	0.00
State Appropriation..:	85000.00	85000.00	0.00
General Education Board.....	3000.00	3000.00	0.00
Interest on Bonds.....	8644.50	8644.50	0.00
Vocational Education..:	6620.00	12568.66	(\$5948.66)
Student Fees	16188.30		
Sundries.....	3188.43	18345.85	1030.88
Summer School	1510.00	127.25	1382.75
	\$225422.48	\$228957.51	(\$3535.03)

* Amount due from Vocational Education Board.

Accounts Receivable

Insurance Paid in Advance	\$8994.22
Student Ledger	3248.60 *
Athletic Association	363.04
Patterson Hall	1908.58 *
State Hall	339.16 *
Petty Cash Account	400.00
Miscellaneous Accounts	228.11 *
Experiment Station	2602.20
University Press	134.41 *
Kentucky Kernel	400.00
Stores General	1183.24
Stores M & E	775.52
	<u>\$20577.08</u>

I think the items marked * should not be carried as assets. About \$500.00 of Student Ledger Accounts can be collected.

Extension Fund
Schedule 3

Account	Received to date	Balance last year	Total assets	Spent to date	Balance accounts
Federal S. M.	\$66279.96	\$16.58	\$66296.54	\$59942.52	\$6354.02
State S. M.	33085.53	0.00	36057.46	36057.46	0.00
	\$99365.49	\$16.58	\$102354.00	\$95999.98	\$6354.02

Books not closed
Outstanding orders will about consume balance

Trust
Schedule 4

Account	Received to date	Balance last year	Total Assets	Spent to date	Balance accounts
Patterson Hall..	\$22256.18	\$2124.33	\$24380.51	\$23700.43	\$680.08
U. S. Uniform account	4534.35	0.00	4534.35	4509.00	25.35
Bennett Fund.....	20.00	0.00	20.00	20.00	0.00
Military training	16807.25	0.00	16807.25	24389.86	(7582.61)
Southern R. R. Loan Fund.....	0.00	1000.00	1000.00	0.00	1000.00
U. S. Employ- ment Bureau.....	93.65	0.00	93.65	220.65	(127.00)
Drum Fund	61.80	0.00	61.80	61.80	0.00
	\$43773.23	\$3124.33	\$46897.56	\$52901.74	(\$6004.18)

President McVey: "Gentlemen, you will notice from this report that Mr. Peak raises the question of carrying certain items as assets. Should anything be done about it?"

On motion by Mr. Ernst, seconded by Mr. Johnson, the matter was referred to the auditors mentioned above.

(8) The matter of an official site for Camp Buell was then brought up and discussed and disposed of as follows:

Upon motion of Mr. Ernst, which was duly seconded and unanimously carried, the following preamble and resolution were adopted: whereas, on the 3d day of June, 1918, the University of Kentucky entered into a contract with the Committee on Education and Special Training, War Department, Washington, D. C., representing the United States Government, the terms of which contract have heretofore been approved by the University; and whereas, it is necessary for the University to provide a camp under the terms of said contract; and whereas, the University is now having constructed certain barracks in order to house the men referred to in said contract, Now, therefore, be it resolved, by the Executive Committee of the University of Kentucky, as follows:

(a) That the ground herein described is hereby set apart as a camp for the soldiers referred to in the contract above set out, and that said ground shall be set apart exclusively for use as a camp, the said ground being bounded and described as follows: Beginning at a post, being the southwest corner of Rose Street and Winslow Street; thence westwardly with the south line of Winslow 310 feet to a corner; thence at right angles with Winslow Street and in a southerly direction, also parallel with Rose Street, 1920 feet to another corner; thence at right angles with the above line, and in an easterly direction 310 feet to a corner on Rose Street; thence with the west line of Rose Street in a northerly direction 1920 feet to the point of beginning. There is excluded from the above tract the residence and private yard to be occupied by the President of the University of Kentucky; and that the said ground hereinabove set out is the only ground of the University which shall be used for said camp.

(b) The barracks in said camp will not be completed until about the first of September, and the setting apart of the ground for said camp shall not become effective until September 1, 1918, or until the barracks shall have been completed and the soldiers shall occupy the said barracks.

(c) The camp shall be known and designated as Camp Buell.

(9) President McVey then reported to the Board that recent plans of the War Department will call for the following military organization in the Institution for the coming year: (1) A Naval Training Unit; (2) A continuance of the R. O. T. C. work; (3) A reserve corps for men in technical subjects, such as engineering, agriculture, medicine and chemistry, and (4) A Student Army Training Corps, this latter arrangement being for men between the ages of 18 and 21, who may enlist, finish their course, and then become a part of the army. The latter provision, he said, had led Captain Roydon to make two recommendations: (1) That the University initiate a three year course for these men, arranging to keep them in school twelve months in the year; and (2) That in order that proper military training may be carried out, barracks should be constructed to accommodate the men.

Mr. Stoll: "Mr. President, I believe that the matter of establishing a three year course is not a matter for the Committee to consider, but that it falls properly within the authority of the President to refer to the Faculty or to handle as seems to him proper. The point regarding barracks, goes back to the same question of wooden barracks which the Board rejected at its meeting on June 4."

After discussion, the following motion was made by Mr. Ernst and seconded by Mr. Elliston: "That the recommendation of Captain Roydon regarding the work of instruction of students and the erection of barracks be sent to the members of the Committee, for consideration, with the understanding that a definite conclusion will be reached in the near future." On vote, the motion was carried.

(10) The President then stated to the Committee that he had certain recommendations to make regarding appointments, transfers, and increases in salaries. The recommendations are listed below, and on motion, duly seconded, adopted as presented:

Appointments

Dr. W. H. Simmons, extension veterinarian, at \$1,800, effective July 18, 1918.

Miss Jessie Wheeler, Emergency Assistant Home Demonstration Agent, Logan County, Kentucky, at a salary of \$75 a month, for three months, effective July 15, 1918, to be paid by the Department of Agriculture.

Miss Angie Hill, Emergency Assistant Home Demonstration Agent, Graves County, Kentucky, at \$75 a month, for two months, effective July 15, 1918, to be paid by the U. S. Department of Agriculture.

Miss Pearl Morgan, Emergency Assistant County Home Demonstration Agent, Simpson County, Kentucky, at \$75 a month, for two months effective July 15, 1918, to be paid by the U. S. Department of Agriculture.

Miss Edith Williams, Emergency Assistant Home Demonstration Agent, Henderson County, Kentucky, at \$75 a month, for two months, effective July 15, 1918, to be paid by the U. S. Department of Agriculture.

Miss Louise C. Meyer, Emergency Assistant Home Demonstration Agent, Harrison County, Kentucky, at \$75 a month, for two months, effective July 15, 1918, to be paid by the U. S. Department of Agriculture.

Miss Madeline Feigel, Emergency Assistant Home Demonstration Agent, Mercer County, Kentucky, at \$75 a month, effective July 10, 1918, for two months, to be paid by the U. S. Department of Agriculture.

Miss Alice B. Foote, Assistant in Home Demonstration, at \$1,800 a year, for one year, effective July 1, 1918, to be paid from Extension funds.

E. H. Bartlett, Laborer at poultry yards, Experiment Station, at \$75 a month, effective July 1, 1918, to be paid from Experiment Station funds.

Miss Amy Allen, head cataloger in the Library, effective September 1, 1918, at a salary of \$900 on a basis of nine months.

C. R. Wilkey, Emergency County Agent, Trigg County, Kentucky, at \$1,500 a year, for one year, effective July 1, 1918, payable one-half from Trigg County and one-half from the U. S. Department of Agriculture funds.

The appointment of Robert D. Hawkins as instructor in the Department of Mechanical Engineering, at a salary of \$1,700 for the year 1918-1919, is confirmed. He was graduated from the University of Kentucky in 1915, spent one year as inspection engineer for the Remington Arms Company, and for two years has been instructor at the University of Pennsylvania in the Department of Mechanical Engineering.

The appointment of Fred C. Walters, as Superintendent of the Practice School in the Department of Education, at a salary of \$1,800 per annum is approved. Professor Walters at the present time is head of the Department of Education at Wilmington College, Wilmington, Ohio. He was for four years principal of schools at Toronto, Kansas, and three years superintendent of schools at Neosho Falls, Kansas. He is a graduate of Kansas State Normal School, with the degree of B. S. in Education. He has the degree of A. B. from Teachers' College, Columbia University.

Angus N. Gordon, formerly instructor in agronomy, and now on leave of absence and employed as county agent in Henderson County, is recalled to take the position of assistant professor of farm crops at a salary of \$1,800 per annum, half of his time to be devoted to teaching and half to extension work in agronomy, the appointment to be effective October 1, 1918, and payment to be made one-half from Extension funds, and one-half from College of Agriculture funds.

Miss Margaret Coffin, Assistant Professor of Home Economics, at a salary of \$1,600 a year, for a period of one year, effective July 1, 1918, employment to be on a twelve months' basis.

Miss Mary E. Daviess, Stenographer in the Experiment Station, at \$60.00 a month, effective June 24, 1918.

Miss Mabel Huston, Clerk in the Experiment Station, at \$600 a year, effective June 18, 1918.

Miss Jessie Acker, Emergency Home Demonstration Agent, at \$100 a month, for six months, effective July 5, 1918, payable one-half by Union County, Kentucky, and one-half by the U. S. Department of Agriculture. Her resignation is accepted effective July 9, 1918.

Nelson Bush Conkwright, student assistant in Geology at a compensation of \$15.00 a month, effective at the beginning of next semester.

Miss Jane Letcher, Emergency Home Demonstration Agent, Union County, Kentucky, at a salary of \$100 a month, effective July 15, 1918, one-half to be paid by the Department of Agriculture and one-half by Union County, for a period of six months.

Mrs. Martha Golson, Emergency Home Demonstration Agent, Bourbon County, Kentucky, at a salary of \$100 a month, effective July 1, 1918, for a period of six months, one-half to be paid by the U. S. Department of Agriculture, and one-half by Bourbon County.

Miss Hazel B. Joyce, Emergency Home Demonstration Agent, Bell County, Kentucky, at a salary of \$100 a month, for a period of eleven and one-half months, effective July 16, 1918, payable \$862.50 by the Department of Agriculture, and \$287.50 by Bell County.

Miss Margaret Wilson, Emergency Urban Agent, part of Louisville, Kentucky, at \$100 a month, for a period of eleven and one-half months, payable by the U. S. Department of Agriculture.

L. E. Weaver, Assistant poultry extension specialist, at a salary of \$1,500 a year, for a period of one year, effective September 1, 1918.

Increases in Salary

The salary of Dr. R. L. Pontius, veterinarian to be increased from \$2,200 to \$2,700 a year, effective July 1, 1918. Dr. Pontius has charge of the serum work, is veterinarian in the Experiment Station, and has charge of the animal pathology work in the Agricultural College.

The salary of Miss Minnie Pherigo to be increased from \$60.00 to \$70.00 a month, effective July 1. She is transferred from the Stenographic Bureau to the Business Office, effective July 1, 1918.

The salary of Mrs. Katherine Lyon to be increased from \$50 to \$55, effective July 1, 1918, and after August 1, \$60.00.

The salary of Miss Alene Proctor to be increased from \$50 to \$55 a month, effective July 1, 1918.

Resignations

The resignation of Alex Stewart, laboratory assistant in poultry at the Experiment Station is accepted, effective June 18, 1918.

The resignation of Miss Viola Merigold, stenographer in the Stenographic Bureau, is accepted effective July 6, 1918, by reason of her transfer to the President's office where her salary is to be carried by the U. S. Department of Labor.

The resignation of Miss Wallace Utterback, Clerk in the Department of Animal Husbandry, is accepted effective July 15, 1918. She was transferred to federal work in the President's office on salary paid by the U. S. Department of Labor.

The resignation of R. F. Sims, Emergency County Agent for Ballard County, Kentucky is accepted effective June 30, 1918.

On motion duly seconded the following action was taken with reference to the Public Service Laboratory: On account of the discontinuance of the food and drug department, as provided in the passage of Senate Bill No. 259, the services of the following named persons in that department are discontinued.

J. O. LaBach, Head, Food and Drug Department
L. A. Brown, Drug Chemist, Food and Drug Department
W. R. Pinnell, Bacteriologist, Food and Drug Department
Lillie Liston, Chief Clerk, Food and Drug Department
Mabel Huston, Clerk, Food and Drug Department
J. W. McFarlin, Chief Inspector, Food and Drug Department
G. M. Roach, Inspector, Food and Drug Department
C. S. Porter, Drug Inspector, Food and Drug Department

A department is created in the Experiment Station, known as the Public Service Laboratory, organized as of June 18, 1918, for the purpose of carrying out the provisions of Senate Bill No. 259, and the following persons are employed therein, at the salaries and titles indicated:

J. O. LaBach, Director of Public Service Laboratory
at a salary of \$3,000 per annum.

L. A. Brown, Special Analytical Chemist, Public Service
Laboratory, at a salary of \$2,500 per annum.

Lillie Liston, Maintenance of Records in Public Service
Laboratory and Assistant to Mr. Curtis of the Fer-
tilizer Department, at a salary of \$1,020 per annum.

(12) The President then stated to the Committee that plans for assignment of space in the Old Dormitory had been under consideration, and that it had been concluded to put the Department of Botany on the first floor; to use the second floor for the Dean of Women, a girls' rest room, etc.; the third floor for the Department of Art and Design and the Department of Music, and the fourth floor for the work of the University Band.

(13) He further stated that owing to crowded conditions at Patterson Hall, it seemed desirable to use the University Commons for a girls' gymnasium, and to put a cafeteria in the basement of the Administration Building. On motion made by Mr. Elliston and seconded by Mr. Johnston, it was directed that "The action of the Committee heretofore taken regarding the University Commons be set aside, and that the building be used for a girls' gymnasium, and also that the President be authorized to put a cafeteria in the basement of the Administration Building."

(14) On motion, duly made and seconded, the President was authorized to enter into a contract with the Connell Company for the decoration of the President's House, the approximate cost to be \$1,700. Motion carried.

(15) On motion, made and seconded, the additional payment of \$10,000 to the Combs Lumber Company on the President's House, was authorized, if found correct by the Business Agent.

(16) On motion, duly made and seconded, the proposition of the Y. M. C. A. War Work Committee to take care of the Y. M. C. A. work at Camp Buell in the recreation rooms of the barracks, was approved.

(17) Sealed bids for the construction of an automobile and wood shop, necessitated by the presence of drafted men, were opened and read by the Committee. On motion, duly made and seconded, the chair appointed President McVoy, Mr. Johnston, and Mr. Whipple as a sub-committee to pass on the bids and make the award for the contract to the lowest and best bidder.

The matter of the size of the wood shop was discussed, and on motion made by Mr. Ernst and seconded by Mr. Johnston, it was directed that the building be 40 feet by 240 feet, and one story in height. Motion carried.

(18) President McVoy then stated to the Committee that all the rooms in Patterson Hall are already taken for next year, and some provision should be made for taking care of other girls who may come. A motion was made by Mr. Ernst, and seconded by Mr. Elliston that the President be authorized to rent Maxwell Hall and to purchase the necessary furniture and equipment for the purpose indicated.

(19) President McVoy reported to the Board that the City authorities of the City of Lexington had raised the question of the University's paying for a part of the paving on Winslow Street, and also for the payment of a sidewalk.

Mr. Stoll recited the history of the agreement, and referred to the action of President Barker in giving the City a strip of land thirty feet wide along the entire length of the block in question in lieu of obligation; he also referred to previous action of the Board of Trustees in the matter, and stated that, in his opinion, the University has no obligation whatever in the matter.

After discussion, the following motion was duly made and seconded: "It is the sense of the Executive Committee that the University is not liable for the payment for any paving on Winslow Street, as claimed by the city authorities." On vote, the motion was carried.

(20) The President then stated that the waterworks people had raised the question of raising the rate of water. Mr. Stoll called Mr. Ernst to take the chair, who presided during the discussion. Mr. Stoll stated that he was attorney for the

Water Works Company and that he was the owner of a considerable amount of its stock and that he did not think it proper for him to take part in the matter. On motion by Mr. Johnston, seconded by Mr. Elliston, the matter was referred to the sub-committee mentioned above (President McVey, Mr. Johnston and Mr. Whipple.)

(21) The President reported that Dean Cooper had asked for authority to purchase an acre of land contiguous to the Lone Oak experiment field, to be used for the purpose of holding meetings in connection with the work that is carried on at that point. He stated that the Lone Oak experiment field is one of the seven established in the State of Kentucky, and that on this field experimental data are accumulated relative to soil needs and demonstrations made of the several methods of soil building. The field, he said, is a most valuable adjunct to the work of the Experiment Station, and comprises twenty acres given to the Agricultural Experiment Station by McCracken County for the purpose of carrying on this particular line of work. It is the custom, annually, to hold meetings for farmers to show them the results in the field and to give to them the latest information obtained in soil building. On motion, duly made and seconded, the President was authorized to make the purchase requested.

(22) The matter of the repeal of the food and drug law was brought up and discussed, the point being made that there is a question as to whether the new law discontinues the \$30,000 appropriation to the University provided by the old law. On motion, duly seconded, the matter was referred to Mr. Gordon for investigation and report.

(23) The President brought to the attention of the Committee the matter of Dr. Patterson's annuity, stating that he knew nothing of the conditions under which it was discontinued, and stating also that Dr. Patterson had made inquiry as to the action of the Board in the matter. After some discussion, a motion was made by Mr. Ernst, and seconded by Mr. Johnston, that the matter of the annuity for Dr. Patterson be submitted to the Attorney General for a decision. On vote, the motion was carried.

(24) The matter of the payment of fees by students in the Summer Session who are taking work provided under the Smith-Hughes act was brought up by the President, who stated to the Committee that "A number of men registered in Agricultural Education have raised the point that since this work is

provided under a specific appropriation and paid for by the State and Government, fees should not be charged by the University for this course." The point was raised by Senator McFarland who introduced the bill before the General Assembly last session. The point made raises the whole question of charging fees at a State University. The President stated that he had called the men into his office and discussed the matter with them, trying to show them that the charging of fees even by an institution supported by the state is a matter of psychology which begets loyalty on the part of the student body. He stated he was not sure, however, that they were convinced to his point of view. "This point" the President said, "cuts across the whole problem of modern public education."

Mr. Stoll: Some time ago there was introduced in the State Legislature a bill designed to prevent the charging of fees in State institutions, and the bill was defeated.

President McVey: There is an additional point. These fees are used to augment the funds of the University. In the course of a year, these fees amount to something like \$25,000 and this is quite an item. The fees are nominal and not burdensome to the students.

The following motion was made, duly seconded, and unanimously adopted: It is the sense of the Committee that fees should be charged to students doing Smith-Hughes work, as well as to other students, and the President is authorized to dispose of the matter accordingly.

(25) The President announced to the Committee that he had made application for the establishment of a branch postoffice at the University. He said that the volume of mail sent out by the University was growing larger all the time, and that the problem of supplying mail to the men at Camp Buell would be greatly expedited if a branch postoffice could be established; and since the training of drafted men bids fair to continue indefinitely, it is desirable to find some means of solving the problem.

(26) He also announced that he had under advisement the matter of establishing a University store.

(27) The President announced to the Committee that Mr. Charles A. Coolidge of Boston, Massachusetts, the advisory architect employed by the University, was at the University making a preliminary inspection of the buildings.

Mr. Coolidge was invited to appear before the Committee. He stated that he was not prepared to make recommendations, but would be glad to have the Committee accompany him in an inspection of the buildings. He made a short talk to the Committee, indicating in a general way, some of his ideas about the University's plans for future growth as to its buildings. He withheld any formal recommendations until he could go over the ground, thoroly and confer with Mr. Olmsted. An inspection of the buildings was then made by the Committee accompanied by Mr. Coolidge and President McVey. The site for the automobile shops was visited and Mr. Coolidge was asked for advice as to its location.

On motion, the Committee voted to have no meeting in August and to meet again at the regular meeting time in September.

Secretary of the Board