

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 9:30 a.m., Saturday, October 11, 1941.

The following members were present: Judge Richard C. Stoll, Dr. Lee Kirkpatrick, and Mr. H. S. Cleveland. President H. L. Donovan, Comptroller Frank D. Peterson, Dean James H. Graham, and Secretary W. Gayle Starnes were also present.

*A. Suit, Public Service Commission vs J. Dan Talbott, Commissioner of Finance, and Others.

The Attorney General of Kentucky requested in open court that certain employees of the University of Kentucky who receive annual salaries of more than \$5,000 be included in this suit. This matter was discussed and the following motion was introduced, seconded and passed.

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- **1. Resolved that Governor Keen Johnson and Judge Richard C. Stoll be authorized to employ counsel to represent the University of Kentucky in this suit.

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B. Gifts.

President Donovan announced the following gifts:

- a. Sears Roebuck and Company.

The sum of \$2200.00 was donated by the Sears Roebuck Company for scholarships for young men working in the field of Agriculture.

- b. Algernon Sydney Sullivan Foundation.

Letter from President of the Foundation.

* Topics discussed are identified by capital letters.

** Board actions are identified by Arabic numerals.

THE ALGERNON SYDNEY SULLIVAN FOUNDATION
63 Wall Street
New York, N.Y.

September 18, 1941

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

My dear Mr. McVey:

I am pleased to inform you that The Algernon Sydney Sullivan Foundation is this year renewing its donation to the University of Kentucky in the sum of \$500.00 as a contribution to The Algernon Sydney Sullivan Scholarship Fund established by the Foundation by Deed of Gift dated November 3, 1937, and is to be available for scholarships for the year ending in June, 1942.

It is intended that this donation shall be administered by the University in accordance with the terms outlined in the aforesaid Deed of Gift of November 3, 1937, and that this letter shall be considered an amendment of that instrument.

Assuming that this arrangement will be satisfactory to you, I am enclosing check of the Foundation to the order of University of Kentucky in the sum of \$500.00 for the uses and purposes above outlined.

With kind regards, believe me,

Sincerely yours,

(Signed) William E. Bardusch, President

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2. On motion, properly seconded and passed, these gifts were accepted and President Donovan was instructed to write letters of appreciation.

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C. Proposed A. A. A. Office Building.

There was a discussion of the proposed A. A. A. office building to be erected by the University of Kentucky, the cost to be amortized through rentals from this organization. No final recommendation could be made until the A. A. A. officials could make a definite agreement concerning the lease of the building.

D. Discontinuance of Mid-Year Commencement.

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3. On recommendation of President Donovan, a motion was made, seconded and passed, that Mid-year Commencement at the University of Kentucky be discontinued.

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E. Student Government Association Loan.

President Donovan submitted a report on the status of the Student Government Association Loan Fund.

Student Government Association Loan Fund
Status and Recommendations

When former president Frank L. McVey came to the University of Kentucky, the four undergraduate classes had class treasurers who endeavored to collect class dues, frequently without too much success. During the early part of President McVey's administration the students petitioned the administration to permit the business office to assess and collect fifty cents each semester from each student for a general class fund, this amount to be included as part of the regular incidental fee. The request was granted.

For some years, the students handled the expenditures from this fund with little guidance from faculty members, but in recent years Dean Jones, the President and the Business Agent have exercised considerable control over the class fund. In general the freshman class was not permitted to spend all of its money during the freshman year, so that some of the money collected remained for the sophomore year, and so on, the general plan being to spend more for the junior and senior years. From the

senior class fund there has been appropriated annually one dollar for each senior for dues in the Alumni Association.

When the Student Government Association was established, the class fund was assigned to the new organization. Class fund balances totaling \$3620 were placed to the credit of the Student Government Association on November 13, 1939. During last year the Student Government Association wanted to appropriate the balance of the fund - on June 30, 1940 it was \$2337.13 - to start an additional student loan fund. After some discussion between student and faculty members and Acting President Cooper, certain safeguards were established and adopted by the Student Government Association and Acting President Cooper agreed that \$500 should be allocated to the Student Government Association for the purpose of making loans under certain approved conditions. The Student Loan Committee is to be composed of three students selected by the Student Government Association and two faculty members appointed by the President, with the approval of the student legislature, and the Dean of Men acting as an ex-officio member. The rules governing the loan of this money are as strict as, if not stricter than, those governing the Student Loan Fund administered by Dean T. T. Jones.

For your convenience, a copy of the last printed audit of the Student Government Association is attached. The 1940-41 report has not been printed.

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STUDENT GOVERNMENT ASSOCIATION
1939-1940

C. P. Johnson, Jr., Treasurer

Transferred from Class Funds:

| | | | |
|----------------------------------|----|---------------|-------------|
| Inactive Funds | \$ | 176.72 | |
| Class of 1938 | | 209.11 | |
| Class of 1940 | | 1,048.65 | |
| Class of 1941 | | 1,205.92 | |
| Class of 1942 | | 708.60 | |
| Class of 1943 | | <u>271.00</u> | \$3,620.00 |
| Received from Student Fees | | | 1,877.00 |
| Miscellaneous | | | <u>1.80</u> |
| | | | \$5,498.80 |

\$ 5,498.80

DISBURSEMENTS

| | | |
|---|-----------|-----------------|
| Kentuckian - Class Pictures | \$ 742.50 | |
| Alumni Association - Senior Memberships. | 500.00 | |
| National Student Federation of America, for Dues and Convention Delegates.... | 115.00 | |
| Stenographic Work | 12.25 | |
| N. S. F. A. for Membership | 32.50 | |
| Scholarship Awards (Women) | 27.30 | |
| Election Expenses | 7.50 | |
| Kentucky Kernel - Printing, Stationery, Election Materials, Dormitory Rule- Books | 76.97 | |
| Women's Vocational Conference | 505.86 | |
| Student Welfare Committee | 11.00 | |
| Junior Prom: | | |
| Decorations | \$15.00 | |
| Radio Studios | 15.00 | |
| Flowers | 14.00 | |
| Orchestra | 350.00 | |
| Ballroom Rental | 52.00 | |
| Union Guards | 10.00 | |
| Programs | 81.00 | |
| Bids and Placards | 7.50 | |
| Telegrams, Booking Band..... | .88 | 545.38 |
| Community Chest | 25.00 | |
| Miscellaneous | 10.22 | |
| Senior Ball | 535.19 | |
| Organization Fund Expense | 15.00 | |
| | | <u>5,161.67</u> |
| Balance, June 30, 1940 | | 2,337.13 |
| Balance, June 30, 1941 | | 2,979.67 |

I recommend that the executive committee of the Board of Trustees formally approve the appropriation of five hundred dollars from balances from the treasury of the Student Government Association to be used as a loan fund and administered by the student-faculty loan committee as at present constituted. This approval would apply for the school year 1941-42 only. It would seem wise also to make these notes payable to the University of Kentucky rather than to the Student Government Association, because the Student Government Association is a body with a constantly shifting group of officers and there might be some legal difficulty in collecting money due such an organization.

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4. On motion, properly seconded and passed, the report was accepted and approval granted for the appropriation of \$500.00 from balances from the treasury of the Student Government Association to be used as a loan fund and administered by the faculty loan committee as at present constituted. This approval applies to the school year 1941-42 only.

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F. Summer School Recommendation.

President Donovan made the following statement and recommendation concerning the administration of the University of Kentucky summer school:

If there are any fundamental changes to be made in the reorganization of the University at this time, it appears logical that they should be made at the beginning of my administration.

After a careful study of the manner in which the summer school is organized and its relation to the University as a whole, I am convinced that our present arrangement does not represent the soundest administrative policy. At present, the University is administered by the president, a dean of the University, and deans of the several colleges for two semesters or thirty-six weeks of the year. Then, for the next ten or twelve weeks, the director of the summer school has been largely responsible for conducting the administrative machinery.

It is my judgment, after much study and deliberation, that now is the logical time to make a change in the administrative organization of the University with respect to the summer school. I am, therefore, recommending to the Board of Trustees that the summer school should hereafter be administered in the same manner as the general session of the University, and that the president, the dean of the University and the deans of the several colleges be given the responsibility for its organization and administration. The summer school should be an integral part of the school year, and it is my desire to have each college do its own planning for this period.

In many colleges of the United States students have been advised to speed up their college work by attending during the summer, and thereby reducing the time for graduation from four to three years. If the deans of the several colleges administer the summer school, they can prepare their schedules so as to enable students to shorten their college period. This is especially desirable at the present time in view of the fact that many young men are now being called into the service when they reach their twenty-first birthdays.

I am recommending this change in the administration of the summer school solely to provide a more logical administrative organization. The University has reached that period in its development when its educational program should extend over the entire year.

In making this recommendation I should like at this time to express a word of appreciation for the outstanding work which Dr. Jesse E. Adams has done in developing the summer school over a period of years. He has demonstrated administrative ability and professional leadership. He took the summer school when it was small in numbers and by his leadership he has developed it until it is now enrolling hundreds and hundreds of students, and has become one of the major activities of the University. This change is not being recommended because the summer school has failed in any respect, but it is being proposed because it appears to offer a better and more consistent method of administering the University as a whole.

I am asking your immediate approval of this recommendation so plans may be made for the summer school of 1942 under the proposed administrative set-up.

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5. On motion, properly seconded and passed, the above recommendation was approved.

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G. Appointment of Acting Dean of Graduate School.

President Donovan recommended the appointment of Dr. Jesse E. Adams as Acting Dean of the Graduate School for the second semester during the absence of Dean W. D. Funkhouser who was granted a sabbatical leave of absence for this period.

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6. On motion, properly seconded and passed, this recommendation was approved.

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H. Appointment of Committee on Anniversary Celebration and Inauguration of President Donovan.

In accordance with the action of the Board of Trustees at its June meeting, the Secretary presented the Committee appointed by Governor Keen Johnson to serve in making plans for the 75th Anniversary Celebration and the inauguration of Dr. Herman Lee Donovan as President of the University of Kentucky. The Committee follows:

Dean Thomas Cooper, Chairman

Judge Richard C. Stoll, from the Board of Trustees
 Mr. R. P. Hobson, from the Board of Trustees
 Dean James H. Graham, College of Engineering
 Miss Marguerite McLaughlin, College of Arts and Sciences
 Professor E. F. Farquhar, College of Arts and Sciences
 Dr. Statie Erikson, College of Agriculture and Home
 Economics
 Professor Frank Murray, College of Law
 Professor M. E. Ligon, College of Education
 Professor R. D. McIntyre, College of Commerce
 Professor Emeritus E. L. Gillis
 Mrs. Sarah B. Holmes, Dean of Women's Office
 Dr. Leo M. Chamberlain, Registrar's Office
 Mr. Lee McClain, Alumni Association
 Mr. E. G. Sulzer, Department of Public Relations.

I. Appointments and Other Staff Changes.

President Donovan presented staff appointments, reappointments, salary adjustments and other changes requested by Deans and Heads of Departments.

College of Arts and Sciences

Appointments

Mr. Cecil C. Sanders, graduate assistant in the Department of Political Science for the first semester of 1941-42, at \$50 a month for the five months period.

Mr. Clay Lancaster, assistant in the Art Library, quarter-time at \$200 for the ten months of 1941-42.

Miss Beatrice Moretti, student assistant in drawing and painting studios, quarter-time at \$200 for the ten months of 1941-42.

Miss Jeanne Bowne, student assistant in print making and painting studios, quarter-time, at \$200 for the ten months of 1941-42.

Mrs. Natalie Wood Bailey, graduate assistant in the Department of Social Work, part-time for the academic year 1941-42, at a stipend of \$200.

Mr. Seymour Busch, observatory assistant, from October 1, 1941, to May 31, 1942, at \$15.00 a month. Mr. Busch is to work a total of forty hours a month.

Mr. Morton Reitman, junior technician in the Department of Bacteriology, at a salary of \$300 for the period October 1 to June 30, nine months.

Dr. S. H. Wender, instructor in Chemistry at \$1800 a year. Dr. Wender is to be paid \$200 a month for the remaining nine months of 1941-42.

Mrs. Eunice Stackhouse Campbell, graduate assistant in the Department of Chemistry, for nine months, October through June, at a salary of \$540 for the nine months, to succeed C. B. Ellison, resigned.

Miss Jane Haselden, Assistant Dean of Women, appointed part-time Assistant Professor in the Department of Romance Languages, at no additional salary, to teach either three or six hours each semester according to needs.

Mr. William H. Nebergall, instructor in General Chemistry, nine months, October through June, at a salary of \$1800 for the nine months, academic year 1941-42.

Mr. Kenneth D. Willis, graduate assistant in Chemistry, at a salary of \$600 for nine months.

Mr. Dirk Verhagen, graduate assistant in Chemistry, at a salary of \$600 for nine months.

Leave from Class

Miss Margaret I. King, instructor in Library Science, is to be relieved from her teaching duties for the remainder of this year, beginning October 1. Miss Semmons will carry the class taught by Miss King.

Resignations

Mr. Francis H. Weiland, Art Library Assistant, for 1941-42. Mr. Weiland has been called for military service.

Mr. John W. Travis, piano tuner, for the year 1941-42. Mr. Travis expects to be called for military service.

Dr. James L. Gabbard, instructor in Chemistry, effective September 30, 1941. Dr. Gabbard has accepted a position at the College at Ypsilanti, Michigan.

Mr. Henry Guhr, graduate assistant in the Department of Physics for the school year 1941-42. Mr. Guhr will enter military service.

Mr. Larry Landis, junior technician in the Department of Bacteriology, effective October 1.

Dr. Charles F. Krewson, instructor in Chemistry, effective October 7.

Mr. C. B. Ellison, graduate assistant in Chemistry.

Mrs. Patricia S. Robins, part-time secretary in Department of History. Received no salary for September.

College of AgricultureAppointments

Miss Esther Taylor, instructor in home economics, effective September 22, at a salary of \$1500 a year on a ten months basis.

Mr. Henry H. Pope, jr., changed from assistant county agent in Pike County to acting county agent in Menifee County, effective October 1, 1941, at a salary of \$1600 a year, to fill the vacancy created in that county by military leave being granted to Mr. Wallace Coffey.

Extension of Appointment

Mr. Julian Smith's appointment as graduate assistant to include the month of October at \$60 a month to be paid from the General Education Board grant. His appointment expired September 30, 1941.

Resignations

Miss Pattie McCormack, clerk in the Department of Administration, Experiment Station, since September 8. Her resignation is to be effective at the close of business September 12, 1941.

Mr. James Chad Mullins, County Agent in Clay County, effective August 31, 1941.

Mrs. Mary Louise Ellington, clerk in the Department of Animal Pathology, Experiment Station, effective September 30, 1941.

Miss Mary Louise Weisenberger, clerk in the Department of Markets and Rural Finance, effective October 2, 1941.

College of Engineering

Appointment

Mr. Samuel A. Mory, Jr., at salary of \$315, effective November 1, 1941.

College of Education

Appointments

Mrs. Helen Caldwell Randle, supervising teacher in home economics at the University High School, for the year 1941-42 at a salary of \$1600.

Miss Rebecca Louise Jones, as music assistant in the University School, at a salary of \$400 for the year 1941-42.

Miss Grace Leigh Oliver, music assistant in the University School, at a salary of \$400 for the year 1941-42.

Mr. Louis Clifton, Professor of Education in the College of Education. Mr. Clifton teaches a course in visual education, and has the rank of Professor of Extension in the Department of University Extension.

Mr. W. Gayle Starnes, Assistant Professor of Education in the College of Education. Mr. Starnes teaches a course in visual education, and has the rank of Assistant Professor in Extension, Department of University Extension.

Student Union Cafeteria

Appointment

Miss Pattie McCormack, bookkeeper, at salary of \$90.00 a month, effective September 13, 1941.

LibraryAppointment

Mrs. Emma Jane Walker, requisition and order clerk, substitute for Mrs. Mary A. Sullivan, who has requested leave due to ill health, for four months, at a salary of \$100 per month, effective October 7.

Leave of Absence

Mrs. Mary A. Sullivan, leave for remainder of first semester of 1941-42, due to ill health, effective October 15.

Kentucky KernelAppointments

W. D. Grote, pressroom foreman and compositor, \$50.00 per week.

Harold Hartzer, pressman, 80 cents per hour for 48 hour week and \$1.00 over-time.

A. J. McFadden, pressman, \$25.00 for 44 hour week. No over-time.

N. B. McMillian, compositor, \$1.00 per hour for 40 hour week. No over-time.

A. F. Williams, pressman, 85 cents per hour for 48 hour week and \$1.10 per hour for over-time.

William W. Hopewell, Assistant Director of Publications and Graduate Manager of the Printing Plant, \$175 per month.

Miss Mary Louise Naive, Secretary and Bookkeeper, \$100 per month.

Changes in Salary

Salary of Dr. Jack Campbell, instructor in Chemistry, changed from \$1550 to \$1800 for academic year 1941-42.

Salary of Dr. Gerald Grillot, instructor in Chemistry, changed from \$1500 to \$1800 for academic year 1941-42.

Mr. William Cox, Stenographic Bureau, changed from \$90.00 a month to \$100.00 a month.

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8. On President Donovan's recommendation, by motion and second, the above appointments were approved and record ordered made in the minutes.

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J. Adjournment.

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

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W. Gayle Starnes
Secretary, Board of
Trustees