

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, January 18, 1952.

The Executive Committee of the University of Kentucky met at 10:30 a.m. in the President's Office on Friday, January 18, 1952. The following members were present: Guy A. Huguelet, Chairman; R. P. Hobson and J. C. Everett. Absent: H. D. Palmore and Harper Gatton. President H. L. Donovan, Secretary Frank D. Peterson and Mr. Edward Gabbard met with the Committee.

A. Approval of Minutes.

The minutes of the Executive Committee of November 23 were approved as published.

B. Report of the Comptroller.

The Comptroller made financial report for the period July 1 to December 31, 1951. The report revealed the University income realized during the period amounted to \$4,910,922.91, and the expenditures and encumbrances for the period of six months amounted to \$3,530,299.26. The report consisted of a balance sheet and a statement of appropriations and fund balances for the period covered.

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

C. Purchases Made by the Comptroller.

President Donovan submitted a list of purchases which have been made by the Purchasing Division from October 1 through December 31, 1951. The following documents and the numbers of each were read as follows:

State requisitions numbered	252 through 454
Emergency purchase orders numbered	92 through 245
Library departmental orders numbered	1069 through 1104
University departmental orders numbered	716 through 756
Special purchase orders numbered	3023 through 6172.

The President stated that the purchases had been made on properly drawn documents at the request of the various departments and had been charged against available funds. He reported that this information was being submitted to the Executive Committee so that the action of the Comptroller might be ratified and approved.

Upon motion duly made, seconded and carried, the purchases made, as evidenced by the following documents and numbers, were authorized ratified and approved:

State requisitions numbered	252 through 454
Emergency purchase orders numbered	92 through 245
Library departmental orders numbered	1069 through 1104
University departmental orders numbered	716 through 756
Special purchase orders numbered	3023 through 6172.

D. Budget Changes.

President Donovan read a list of budget changes which he recommended for approval. He stated that the total decreases to budget appropriations amounted to \$6,377.86, and the total increases amounted to \$443.48, making net decreases in budget appropriations \$5,934.38. He recommended that the budget changes be authorized and approved.

Upon motion duly made, seconded and carried, the recommendation of the President was concurred in and the Comptroller was authorized to make necessary budget adjustments.

E. Dues of Association of Governing Boards Approved.

President Donovan called attention of members of the Executive Committee to the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions. He recommended that two or more members of the Board attend the meeting the coming year and presented invoice for the annual dues for 1952. Mr. Hobson expressed willingness to attend the meeting if some other member of the Board would make the trip with him.

Upon motion duly made, seconded and carried, the Comptroller was authorized to pay the dues.

F. Sale of Tractor Authorized.

The Comptroller reported that the University owns a Caterpillar tractor which has heretofore been used by the Agricultural Engineering Division but is now surplus to their needs. It was recommended that this tractor be sold on competitive bid, since it is too large for economical use to the University.

Upon motion duly made, seconded and carried, the Comptroller was authorized to dispose of the tractor by taking competitive bids.

G. U. D. C. Scholarship Award.

President Donovan reported request of the United Daughters of the Confederacy for renewal of scholarship for the academic year 1952-53. He stated that this award had been made from year to year for quite some time.

Upon motion duly made, seconded and carried, the scholarship, consisting of free registration and incidental fees at the University, was authorized and the Secretary was directed to notify Mrs. William P. Tatum, Chairman of the Committee on Education, U. D. C., New Castle, Virginia, of its approval.

H. Appropriation for Journal of Southern History Approved.

President Donovan submitted request from Dr. Thomas D. Clark for renewal of the appropriation for the Journal of Southern History. He stated that the Journal of Southern History is in its 18th volume, and the first number of that volume is to be published by the University of Kentucky Press, if the University accepts same and appropriation is made. He reported that the Journal had received high praise in the Saturday Review of Literature and it was complimentary to the University of Kentucky to be privileged to sponsor and support this Journal of Southern History.

President Donovan recommended appropriation of \$2,500.00 from the Haggin Fund to continue this worth-while publication. Upon motion duly made, seconded and carried, the Committee concurred in the recommendation of the President, and the appropriation was authorized.

I. Negotiation for R.O.T.C. Armory Approved.

President Donovan reported that he had learned, during a recent trip to Washington, that it might be possible to secure the construction of an Armory on the campus of the University, to be used for the local Reserve Corps and the R.O.T.C. for Military Science and Air Science at the University.

It was recalled that, if the Armory were to be constructed under Government authorization, there would be no problem as far as priorities on materials were concerned, and that it would serve a much needed purpose at the University without any substantial cost to the institution.

Members of the Executive Committee discussed the possibility, and upon motion duly made, seconded and carried, authorized the President to pursue the subject further, negotiate with Federal authorities, and report to the Executive Committee at its meeting in February.

J. Gifts.

From: Mr. & Mrs. Louis Ware, Chicago, Illinois -- 130 Shares of Common Stock of the International Minerals and Chemical Corporation.

President Donovan reported gift of 130 shares of Common Stock of the International Minerals and Chemical Corporation from Mr. and Mrs. Louis Ware, Chicago, Illinois, to the Kentucky Research Foundation, to be used primarily for scholarships for young men interested in studying Engineering at the University of Kentucky. He recommended that the gift be accepted, and on motion duly made, seconded and carried, the gift to the Kentucky Research Foundation by Mr. and Mrs. Louis Ware of 130 shares of common stock of the International Minerals and Chemical Corporation was ordered accepted, and the President was requested to thank the donors for their generosity.

From: Sears Roebuck Foundation -- \$2,380.00.

President Donovan reported receipt of \$2,380.00 from the Sears Roebuck Foundation, given to the University for the purpose of providing summer scholarships in the field of Geography. He recommended that the money be accepted.

Upon motion duly made, seconded and carried, the gift of \$2,380.00 from the Sears Roebuck Foundation was ordered accepted, and President Donovan was requested to thank the Foundation for the gift.

From: Keeneland Foundation -- \$25,000.

President Donovan reported gift of \$25,000 from the Keeneland Foundation, and quoted as follows from the letter of the Secretary-Treasurer of the Foundation: "This check represents this year's grant to the Agricultural Station by Keeneland for scientific and experimental projects at Lexington and Princeton stations with the aim of improvement of the livestock industry in Kentucky." The President stated that this fund will assist materially in forwarding the work at the Lexington and Princeton stations, and recommended acceptance of the grant.

Upon motion duly made, seconded and carried, the Committee authorized acceptance of the grant of \$25,000 by the Keeneland Foundation, and requested President Donovan to thank the Foundation for its gift.

From: The American Tobacco Company --
\$100.00.

President Donovan announced receipt of \$100 from the American Tobacco Company to be used for the purchase of photographic film and materials for use by Mr. Russell Hunt in his work in connection with tobacco. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$100.00 from the American Tobacco Company was ordered accepted, and President Donovan was asked to thank the American Tobacco Company for its donation.

From: Keeneland Foundation -- \$10,000.

President Donovan reported receipt of a grant of \$10,000 from the Keeneland Foundation, which was given in direct support of the Grayson Foundation for work in the Animal Pathology Department of the Agricultural Experiment Station. He recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$10,000 by the Keeneland Foundation was ordered accepted and used in the manner directed, and President Donovan was requested to write a letter of appreciation to the donors.

From: The Algernon Sydney Sullivan
Foundation -- \$2,500.

President Donovan stated that The Algernon Sydney Sullivan Foundation had renewed its annual donation of \$2,500 to the Algernon Sydney Sullivan Scholarship Fund established with the University on November 5, 1937. He recommended acceptance of the grant.

Upon motion duly made, seconded and carried, the gift of \$2,500 from The Algernon Sydney Sullivan Foundation was ordered accepted and used in support of The Algernon Sydney Sullivan Scholarship Fund at the University, and the Committee requested the President to thank the Foundation for the gift.

From: Ashland Oil and Refining Com-
pany -- \$947.16.

President Donovan reported receipt of check for \$947.16 from Ashland Oil and Refining Company, to be used in support of the Ashland Oil & Refining Company Scholarship Fund. He recommended that the check be accepted, and upon motion duly made, seconded and carried, the grant of \$947.16 from the Ashland Oil and Refining Company was ordered accepted, and President Donovan was requested to thank the Company for its gift.

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

President Donovan announced a list of donors to the Experiment Station's Black Shank Tobacco Project, to be used in continuation of the program, and recommended that each, as listed below, be accepted.

Philip Morris & Co., Ltd., Richmond, Va.	\$1,000.00
Burley Tobacco Growers Association	139.97
Owensboro Tobacco Warehouse Company, Owensboro, Ky.	26.31
Planters Tobacco Warehouse, Owensboro, Ky.	8.72

On motion duly made, seconded and carried, the contributions to the Black Shank Tobacco Project of the Experiment Station, as listed above, were ordered accepted, and President Donovan was requested to thank each donor on behalf of the Executive Committee and the University.

K. Resolution on Death of Professor E. J. Wilford.

President Donovan reported the death of Professor E. J. Wilford, who has been connected with the University since 1918, and has, since 1940, served as Professor of Animal Husbandry, in Charge of the Meat Laboratory, and Assistant in Animal Husbandry in the Experiment Station. He reported that the University had lost a valuable employee in the passing of Professor Wilford and offered the following resolution which, upon motion duly made, seconded and carried, was adopted and authorized spread upon these minutes, and a copy ordered sent to the family.

Edward James Wilford died January 4, 1952. In his passing the University of Kentucky lost an able and well-loved teacher who had served in devoted faithfulness through many years. Mr. Wilford entered the service of the University as instructor in animal husbandry on June 18, 1918. He was immediately put in charge of building a meats laboratory and starting a meats course, the first such course to be taught at the University of Kentucky and one of the first in the nation. A year later he was given charge also of the teaching and research work with swine, in which work he gave considerable attention to the problems of use of pasture by swine. Since 1940 he has served as Professor of Animal Husbandry, and in charge of Meats Laboratory and Assistant in Animal Husbandry in the Experiment Station.

Professor Wilford was an inspiring teacher in combining the scientific and practical aspects of meats instruction, building in his students a lasting respect for his honesty and integrity, his insistence on doing a thorough job in whatever was attempted. His basic course in meats

was always in great demand by students. He was a member of Alpha Gamma Rho fraternity, and for a time served as faculty advisor of the fraternity.

His judgment was sought in national circles on problems connected with meats work, and he was active in the Meats Section of the American Society of Animal Production. During the past few years the meats division of the College of Agriculture and Home Economics, under his leadership, designed and equipped a new meats laboratory which in facilities for both teaching and research ranks among the best on the college campuses of the country.

Professor Wilford wrote or collaborated on twenty-one papers, bulletins, and circulars during his thirty-three years at the University of Kentucky, including two Agricultural Experiment Station bulletins in process of publication at the time of his death. These bulletins report the results of a seven-year study of distillers' dried solubles as a protein supplement for growing and fattening hogs in drylot, and an exhaustive study of comparative carcass characteristics of Kentucky spring lambs and western fed lambs. The latter especially will undoubtedly prove to be the definitive work in its field.

To the lasting honor of Professor Wilford it may be said that those who had known him long, who had worked with him over the years, were greatly devoted to him. His were the qualities of faithfulness, integrity, and friendliness which wear well. He lived by the Golden Rule and through his devoted service to his church encouraged others to do likewise.

Friends and associates of Professor Wilford at the University of Kentucky sorrow deeply at his passing, and extend their sympathy to his family.

L. Dr. Otto Townsend Koppius Appointed Head of Department of Physics.

President Donovan reported that Dr. W. S. Webb, head of the Department of Physics, will retire at the end of the current semester. He recommended the appointment of Dr. Otto Townsend Koppius as head of the Department of Physics at the beginning of the second semester, to continue until Doctor Koppius has reached the age of 65.

President Donovan stated that Doctor Koppius is listed in Who's Who, American Men of Sciences, and Who's Who in American Education. He holds membership in many professional, religious and civic organizations.

Upon motion duly made, seconded and carried, Dr. Otto Townsend Koppius was appointed head of the Department of Physics, effective at the beginning of the second semester, and to continue until the age of 65.

M. Dr. H. A. Romanowitz Made Head of Electrical Engineering Dept.

President Donovan stated that Professor E. A. Bureau, head of the Department of Electrical Engineering, had requested to be relieved of the headship of the department and to be continued as a professor in the department.

The President recommended the appointment of Dr. H. A. Romanowitz as head of the Department of Electrical Engineering, with the appropriate salary adjustment, effective February 1, 1952. He stated that Doctor Romanowitz was eminently qualified for this position, was listed in Who's Who in Engineering, Who Knows and What, and in American Men of Science, and that he was pleased to concur with Dean Terrell in the recommendation.

Upon motion duly made, seconded and carried, Dr. H. A. Romanowitz was made head of the Department of Electrical Engineering in the College of Engineering, effective February 1, 1952, with adjustment in salary.

N. Employment of Relatives.

President Donovan stated that the University had a policy governing employment of relatives, which he read to the members of the Committee. He also submitted a request from Dr. M. M. White, Dean of the College of Arts and Sciences, for permission to employ Mrs. Catharine Kennedy Haynes, effective February 1, in the Department of Sociology. Mrs. Haynes is the wife of Professor William Haynes, Assistant Professor of Economics in the College of Commerce.

President Donovan submitted request of Dr. Frank G. Dickey, Dean of the College of Education, for employment of Mrs. Dorothy Martin, Secretary in the University School. Mrs. Martin is the wife of Mr. Leslie Martin, Assistant Director of Personnel.

President Donovan submitted request from Dr. A. D. Kirwan, Dean of Students, for the employment of Miss Caroline Freeman in the office of University Personnel, effective January 21, 1952, as secretary. Miss Freeman is the daughter of Joe Frank Freeman, Superintendent of the Experiment Station Farm.

President Donovan submitted request of Dr. Frank J. Welch, Dean of the College of Agriculture and Home Economics, and Director of the Experiment Station, for the employment of Mrs. Katherine Hixson as home demonstration agent in Robertson County, effective February 1, 1952. Mrs. Hixson is the niece of Professor J. E. Reeves, of the Department of Political Science.

President Donovan recommended the employment of Mrs. Catharine Kennedy Haynes, Mrs. Dorothy Martin, Miss Caroline Freeman and Mrs. Katherine Hixson, and upon motion duly made, seconded and carried, the Committee concurred in the recommendation of the President.

O. Injury to Ernest Wise.

The Comptroller submitted claim of Dr. William Lloyd Adams for operation on Ernest Wise. Mr. Wise was employed on the Experiment Station Farm and, while cutting and spearing tobacco, stuck a steel spear in the corner of one eye. The Comptroller recommended that the claim of Doctor Adams be paid.

Upon motion duly made, seconded and carried, invoice of Dr. William Lloyd Adams in the amount of \$150.00 was authorized paid from miscellaneous funds of the Agricultural Experiment Station, with the expressed understanding that the action on the case was without commitment as to future action of the Executive Committee and it did not establish a precedent and did not admit negligence or liability in paying this bill.

P. Agricultural Engineering Building Construction.

President Donovan reported that bids had been taken for an addition to the Agricultural Engineering building. The low bid was in excess of the amount of money available. He stated that it might be possible for the State Division of Engineering to call in the three low bidders, delete some provisions from the project, and negotiate all adjustments in cost so as to bring the total cost within funds available.

Members of the Committee discussed the question, and upon motion duly made, seconded and carried, authorized the State Division of Engineering to negotiate adjustment in costs, and if the contract can be awarded for an amount not in excess of \$75,000, to do so.

Q. Appointment 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

Mrs. Irma Deane Lee, Instructor, Department of Social Work, for one semester, effective February 1, 1952.

Dr. Gordon W. Lovejoy, Director of the Seminar in Intergroup Relations, Department of Sociology, for the summer session, 1952.

Sergeant David A. Espie, Visiting Instructor, Department of Political Science, in police work, effective February, 1952.

Sergeant Clyde Bierley, Visiting Instructor, Department of Political Science, in police work, effective February, 1952.

Roger B. Potts, reappointed draftsman, Kentucky Geological Survey, effective January 1, 1952.

Mrs. Aino Perez, Secretary, Department of Geology, effective February 1, 1952.

Leave of Absence

Carl B. Cone, Associate Professor of History, granted leave of absence for the months of July and August, 1952, in order that he may teach at the University of Missouri during the summer.

Salary Adjustment

James E. Keene, Assistant Military Custodian, adjustment in salary, effective January 1, 1952, because of increased responsibilities and extra hours of work assigned to him.

Resignations

James M. Schreyer, Associate Professor, Department of Chemistry, effective December 5, 1951.

George R. Thomas, Assistant Geologist, Kentucky Geological Survey, effective January 1, 1952.

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

Ralph S. Holloway, Instructor, Department of Sociology, effective January 31, 1952.

Irene B. Riney, Secretary, Department of Geology, effective January 31, 1952.

Mrs. Aline B. Miller, Clerk-Stenographer, Office of the Dean, effective December 31, 1951.

College of Agriculture and Home Economics

Appointments

Sara Margaret Thomas, Clerk-Stenographer, Department of Feed and Fertilizer Control, effective January 1, 1952. Miss Thomas has been working on an hourly basis.

Lula Geraldine Childers, Clerk, Agricultural Extension, Wolfe County, effective January 1 through June 30, 1952.

Mrs. Kathleen Born Kisner, Clerk-Stenographer, Department of Feed and Fertilizer Control, effective January 1, 1952. Mrs. Kisner has been working on an hourly basis.

Salary Adjustments

Lyle B. Leonard, Field Agent in Soil Conservation, adjustment in salary, effective January 1, 1952.

Josephine McCalister, Clerk-Stenographer, Department of Horticulture, adjustment in salary, effective January 1, 1952.

Lucy Fowler Parks, Clerk, Agricultural Extension, Madison County, adjustment in salary, effective January 1 through June 30, 1952.

Mabel G. Richards, Assistant Bacteriologist, Department of Animal Pathology, adjustment in salary, effective January 1, 1952.

Elizabeth Wallace, Assistant Bacteriologist, Department of Animal Pathology, adjustment in salary, effective January 1, 1952.

Ross G. Brown, Associate Veterinarian and Associate Professor, Department of Animal Pathology, effective January 1, 1952, adjustment in salary.

Ben Moore, Laboratory Helper, Department of Animal Pathology, adjustment in salary, effective January 1, 1952.

Jean Doris Rice, Clerk-Stenographer, Department of Feed and Fertilizer Control, adjustment in salary, effective January 1, 1952.

Retirement-Transfer

Mrs. Jennie C. Grubbs, Home Demonstration Agent, transferred to Civil Service Retirement Fund, effective February 1, 1952.

College of Agriculture and Home Economics

Resignations

Carl D. Brown, Assistant Entomologist, Department of Entomology and Botany, effective December 31, 1951.

Mrs. Josephine Turner, Stenographer, Department of Farm Economics, effective January 19, 1952.

Margie Martini, Clerk-Stenographer, Experiment Station, effective January 10, 1952.

Wick Johnson, Fire Warden, Robinson Substation, effective December 31, 1951.

Billy McLean, Assistant Farm Foreman, Experiment Station, effective November 27, 1951.

Mrs. Doris B. Sorrell, Clerk-Stenographer, Service Office, effective December 22, 1951.

Mrs. Myrtle B. Shorter, Clerk-Stenographer, Department of Feed and Fertilizer Control, effective December 10, 1951.

Margaret Alice Manners, Clerk, Administration, effective December 31, 1951.

College of Law

Appointment

Rufus Lisle, part-time Professor of Law, for four months, effective February 1, 1952.

College of Education

Appointments

The following persons as off-campus critic teachers for the first semester, 1951-52: Agricultural Education; Robert L. Goodpaster, Conrad Haynes, Leonard Hinson, B. L. Wall, and Warren C. Duncan.

The following supervisory teachers for the first semester 1951-52: Home Economics Education; Maurine Collins, Mrs. Margaret McCauley, Carolyn Lutkemeier, and Eleanor Ligon.

Minnie Lou Kleiser, Secretary, Bureau of School Service, effective January 1, 1952.

Salary Adjustment

Glenwood Creech, Research Specialist in Vocational Education, adjustment in salary, effective December 1, 1951.

Resignations

Floye Perkins, Secretary, University School, effective January 1, 1952.

Anne Wellman Bell, Secretary, Bureau of School Service, effective December 20, 1951.

College of CommerceAppointments

Mrs. Merle S. Smith, Secretary, Bureau of Business Research, effective December 8, 1951.

Mrs. Phyllis Cliver Doyle, Assistant Secretary, Bureau of Business Research, effective January 3, 1952.

Resignation

Mrs. Dorothy Lawrence, Secretary, Bureau of Business Research, effective December 14, 1951.

Graduate SchoolAppointment

Julian Price Henry, Scholar, effective February 1, 1952, for five months.

Resignation

Betty F. Midkiff, Assistant Secretary, effective December 15, 1951.

Department of University ExtensionAppointments

Ralph Loudenslager, Laboratory Assistant, Department of University Extension, Northern Center, effective September 1, 1951.

Robert Lee Mills, Instructor, part-time in correspondence in Education 148, effective January 1, 1952.

E. Minor Pace, Instructor in Mining for three months, effective November 1, 1951.

University Library

Appointment

Mrs. Ruby K. Herald, Binding Clerk, effective January 3, 1952.

Resignation

Mrs. Maxine L. Perrine, Serials Assistant, effective January 10, 1952.

University Personnel Office

Appointment

Sidney Simandle, Assistant in Testing, effective January 7, 1952.

Resignation

Ordie U. Davis, Assistant in Testing, effective January 5, 1952.

Betty Luigart, Secretary, effective December 31, 1951.

Registrar's Office

Resignation

Mrs. Mary G. Milton, Stenographer, effective December 31, 1951.

University Commons

Salary Adjustment

Elizabeth Gault, Assistant Director, adjustment in salary, effective January 1, 1952.

Business Management and Control

Resignation

Eva Lewis, Clerk Typist, Accounting, effective November 30, 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.

R. Adjournment and Luncheon.

On motion duly made, seconded and carried, the meeting of the Executive Committee was adjourned at 3:00 p.m., luncheon having been served to the members in the President's Office.

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