

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, May 3, 1945.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:30 a.m. Thursday, May 3, 1945. The following members were present: Judge R. C. Stoll, Chairman; R. P. Hobson and J. C. Everett. President H. L. Donovan and Comptroller Frank D. Peterson, Secretary of the Board, were also present.

A. Report of Comptroller.

The Comptroller made the following report:

May 2, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

There is hereto attached the financial report for the University for the period ending March 31, 1945. The financial report shows that actual income will equal or exceed estimated income shown in the budget adopted by the Board of Trustees at the beginning of the year. A summarized comparative statement of current general income for the periods July 1-March 31, 1944 and 1945, reveals that the amounts realized for the current year show various increases and, in one instance, a decrease.

	<u>1943-44</u>	<u>1944-45</u>	<u>Decrease* or Increase</u>
<u>Income:</u>			
Student Fees	\$ 184,139.91	\$ 207,259.18	\$23,119.27
Endowment Income	500.00	3,972.34	3,472.34
State Appro.	1,089,906.42**	1,116,608.87	26,702.45
Federal Funds	895,954.00	896,089.46	135.46
Sales and Services	286,218.97	291,442.12	5,223.15
Auxiliary Activ.	126,053.64	167,181.90	18,871.74*
Total Inc. Realized	<u>\$2,642,772.94</u>	<u>\$2,682,553.87</u>	<u>\$39,780.93</u>

By a comparison of expenditures, it is shown that there is a strong possibility that several budget appropriations will be underspent. Any balance that may result at the close of the current year will be used in making the budget for the ensuing year. The following is a summarized comparative statement of current general expenditures for the two periods being compared.

**Does not include capital outlay appropriation of \$199,999.75.

	<u>1943-44</u>	<u>1944-45</u>	<u>Decrease* or Increase</u>
<u>Expenditures</u>			
Admin. & Gen. Exp.	\$ 103,726.86	\$ 114,476.97	\$10,750.11
Instruct. & Rel. Activ.	755,774.84	711,641.14	44,133.70*
Agr. Exp. Station	385,225.74	402,362.78	17,137.04
Agr. Exten.	608,707.72	607,724.88	982.84*
Op. & Maint. Phys. Plant	153,356.05	195,715.10	42,359.05
Auxiliary Activ.	84,958.71	92,498.57	7,539.86
Total Charges	<u>\$2,091,749.92</u>	<u>\$2,124,419.44</u>	<u>\$32,669.52</u>

Plant Funds

The budget for Plant Funds for the current year is \$59,960.00. This amount was to be used to pay interest and maturing bonds on the first and second P.W.A. bonds issued under dates of January 1, 1936, and September 1, 1938, respectively. The sum of Five Hundred Dollars was appropriated for payment on the Dicker house, purchased on an amortization plan, and Eight Thousand Dollars for the purchase of the Harrison Garman property located at 638 South Limestone Street and Garman Avenue.

The original amount of the first P.W.A. bond issue was \$634,000.00. Of this issue, \$134,000.00 has been retired as of March 31, 1945. The second P.W.A. bond issue was for \$316,000.00. Of this issue, \$40,000.00 has been retired as of March 31, 1945. The total amount of bonds outstanding of these bond issues is \$776,000.00, March 31, 1945, and will be further reduced June 30, 1945, by the sum of \$20,000.00.

These bond issues were for a period of thirty years and bear an interest rate of three per cent, non-callable. The above represents the total indebtedness against University property. The income from the property against which the bonds were issued is sufficient to meet annually maturing bonds and to pay the interest.

Aeronautical Research Laboratory

The Aeronautical Research Laboratory has operated under University management since July 1, 1944, with Professor A.J. Meyer in charge. This Laboratory is a part of the general program of the College of Engineering which is administered by D. V. Terrell, acting dean. Employees and monthly payrolls are approved by Dean Terrell.

There are, at present, twenty-one persons employed and assigned to work in the Laboratory, with a monthly payroll of approximately Fifty-Five Hundred Dollars. This number is subject to change as work requires and employees decide to change employment. It is not always possible to keep all employees profitably engaged. It is necessary to carry an undistributed

wage account. If the Laboratory is able to keep busy on all contracts, then the undistributed wages are negligible, but we have experienced delays in waiting for equipment from the government during the past eight months. At the present time, maximum efficiency is being secured from the personnel in the Laboratory.

The following contracts are in process: Pratt & Whitney #1, Pratt & Whitney #2, Wright Field Oil Test #3, Wright Field Oil Test #4, Wright Field Oil Test #5, and Wright Field Celtrac Modification Kits. The work being done on Pratt & Whitney contracts #1 and #2 is billed monthly and kept up to date. The work on Wright Field contracts is billed upon completion. Oil Test #3 is 95% completed, Oil Test #4 is 60% completed and Oil Test #5 is 25% completed; the Celtrac Modification Kit contract is 90% completed.

A monthly report is rendered by the Laboratory, a copy of which is hereto attached. The Comptroller has made recommendations for improvements in the monthly report which the Director of the Laboratory feels will increase the cost of operations. Further study is being given to the problem.

A summary of operations, as of February 28, 1945, is given below:

Total income July 1, 1944, to February 28, 1945....	\$53,739.52
Receivable on work done to date, but not invoiced..	<u>15,418.80</u>
	\$69,158.32
Add: Inventory on hand	<u>2,000.00</u>
Total income and inventory	\$71,158.32
Less: Expenses July 1, 1944, to February 28, 1945.....	<u>63,568.26</u>
Gross gain before depreciation	\$ 7,590.06

The above statement shows that the Laboratory is operating at a small gain, notwithstanding the fact that operating cost was rather high during the period the Mawen Motor Corporation cancelled the operating lease agreement with the University, and the University took over the management.

A net gain has been realized on all contracts save the Wright Field Celtrac Modification Kit contract, which was for a total of Six Thousand Dollars. The total expenditures to date on this contract have been \$6,397.02. It was anticipated, at the time, that it was impossible to make a contract for this work with any degree of accuracy as to an estimate of the final cost. The parts required for the modification kits were handmade, and a number of different firms were contracted with for the various parts needed. This was a rush order which private industry could not handle under Army stipulations. The Laboratory took the job and turned out the finished product in the time specified.

Group Insurance

It is thought that some facts about the group insurance plan carried by employees of the University would be of interest to members of the Board. All regularly employed persons having six months' service or more belong to the group insurance plan. There are, at this time, nine hundred and sixty-eight insured persons working for the University, carrying policy insurance amounting to \$1,468,500.00. During 1943-44, the rate was \$1.02 per thousand dollars per month, or \$12.24 per thousand per year. The Group received a dividend for the year totalling \$6,953.09, which enabled the Group Insurance Committee to declare a per capita dividend of five dollars per thousand. This equalled a net premium rate of \$7.24 per thousand per year, which is a comparatively low ordinary life insurance premium. The premium on Group Insurance is paid by each individual insured.

Hospitalization Insurance

Five hundred and sixty-three persons employed by the University carry hospitalization insurance. Hospitalization insurance is in effect in departments or divisions of the University where seventy-five per cent of the eligible personnel has joined the Group. This insurance cost ninety-four cents per month, or \$11.28 per year during 1943-44. The Group paid total premiums in 1943-44 of \$7,054.42 and received a dividend of \$1,259.92, which enabled the Hospitalization Insurance Committee to declare a per capita dividend of \$2.01, which equalled a net annual premium of \$9.27 per person.

The policy carried by each member of the hospitalization insurance group includes three dollars a day for thirty-one days for hospital service, a maximum of fifteen dollars for laboratory fees and certain other specified charges, a maximum of a hundred and fifty dollars for surgical costs. The allowance for surgical fee depends upon the character of the operation as set forth in a schedule accompanying each policy. The insured person has twenty-four hour insured protection. The premium on hospitalization insurance is paid by each individual receiving the protection.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

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1. On motion duly made, seconded and carried, the report of the Comptroller is received, approved and filed.

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B. Resignation of Judge R. C. Stoll from Council on Higher Education.

Judge R. C. Stoll submitted orally to the Executive Committee his resignation as a member of the Council on Higher Education, representing the University of Kentucky, and asked that same be accepted. He explained that he would be unable to attend all meetings and said that he should prefer that there might be another member of the Board appointed to this important Council. The members expressed regret that Judge Stoll had offered his resignation as a member of the Council, representing the University, and reluctantly took the following action:

* * * * *

2. On motion duly made, seconded and carried, the resignation of Judge R. C. Stoll, as representative of the University of Kentucky on the Council on Higher Education, is accepted.

* * * * *

C. Harper Gatton Appointed to Council on Higher Education.

The President and the Executive Committee discussed the membership of the Board of Trustees and, upon the recommendation of President Donovan, took the following action:

* * * * *

3. On motion duly made, seconded and carried, Harper Gatton, member of the Board of Trustees and Superintendent of Schools at Madisonville, Ky., is appointed on the Council of Higher Education, to represent the University of Kentucky.

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D. Purchases Made by the Comptroller's Office.

President Donovan read the following letter from the Comptroller, with recommendation that the purchases made by the Comptroller be approved:

April 20, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I submit a list of state requisitions, advices of emergency purchases, special purchase orders, food contracts and departmental purchase orders which have been made by the Comptroller's Office since October 14, 1944 to April 1, 1945. These purchases have not been approved by the Executive Committee of the Board of Trustees. The listing below gives the numbers of the documents requesting the purchases, or actually issued as purchase orders, which documents are made a part of this record and are held in the Office of the Comptroller for record, subject to inspection. These purchases have been made on properly drawn documents at the requests of the various departments and have been charged against available funds. The list follows:

October 14, 1944 to April 1, 1945:

State requisitions	#531 to #1393 inclusive
Advice of emergency purchases	#761 to #1949 "
Food contracts	#1 to #12 "
Special purchase orders	#1247 to #3507 "
Departmental purchase orders:	
Library	#14265 to #14500 "
	#16001 to #16097 "
University general	#14651 to #14825 "
	#16125 to #16250 "
	#15627 to #15631 "

The record of the above 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 such purchases.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

The Board took the following action:

* * * * *

4. On motion duly made, seconded and carried, the following purchases:

October 14, 1944 to April 1, 1945:

State requisitions	# 531 to #1393 inc.
Advice of emergency purchases	# 761 to #1949 "
Food contracts	# 1 to # 12 "
Special purchase orders	#1247 to #3507 "
Departmental purchase orders:	
Library	#14265 to #14500 "
	#16001 to #16097 "
University general	#14651 to #14825 "
	#16125 to #16250 "
	#15627 to #15631 "

as made and authorized by the Comptroller, are authorized and approved.

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E. Increase of Room and Board Fees in Women's Residence Halls.

President Donovan submitted the following letter of recommendation concerning an increase in fees for residence halls for women.

April 30, 1945

President H. L. Donovan
University of Kentucky

My dear President Donovan:

Attached is a recommendation from Dean Holmes relative to an increase in the fee for board and room at the women's residence halls. It seems necessary to make this increase in view of the mounting food costs and in order that we may be reasonably certain about the budget for 1945-46. Therefore, I am approving the recommendation and am requesting that it be submitted for approval to the Board of Trustees. The change is to become effective with the fall quarter, 1945.

Sincerely,

(Signed) Leo M. Chamberlain
Dean of the University
and Registrar.

* * * * *

5. On motion duly made, seconded and carried, recommendation of President Donovan is concurred in and fees for women's residence halls are set at \$115 per quarter, effective September 1, 1945.

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F. Remission of Fees for Instruction in Nursing Courses Given by U.S. Health Service.

President Donovan submitted the following letters concerning courses in Nursing Education to be given by the U. S. Public Health Service, Washington, D.C., with a recommendation of approval, and the recommendation of Dean Paul P. Boyd. He stated that the Government would pay the salary of the instructor and that the University would not actually spend any money for instruction in giving the courses. It was further explained that those registered to take the courses would be given credit for work done and that the courses would be taught by Miss Amy Frances Brown, State Director of Nursing Education. Facilities are to be provided by St. Joseph's Hospital, in Lexington, Ky.

March
Two
1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

Dr. Chambers has recommended two advanced courses, Hygiene and Public Health, 105 and 106, 3 quarter hours each, Ward Teaching for Nurses, and Advanced Medical Nursing, to be taught by Miss Amy Frances Brown, State Director of Nursing Education. Miss Brown is to be paid for the teaching by the U. S. Health Service, and the graduate nurses who take the courses are to pay regular University fees. The courses are to be given at St. Joseph's Hospital, on account of the clinical facilities, and are to give residence credit.

I recommend that Miss Brown be appointed Temporary Instructor of Hygiene and Public Health for the Spring Quarter, 1944-45, without salary from the University. Miss Brown is a registered nurse and has a bachelor's degree and a master's, and has done work toward the doctor's degree.

Sincerely yours,

(Signed) Paul P. Boyd
Dean

March 5, 1945

Dean Paul P. Boyd
University of Kentucky

My dear Dean Boyd:

I am approving your recommendation regarding the employment of Miss Amy Frances Brown, State Director of Nursing Education, temporary instructor of Hygiene and Public Health for the Spring Quarter, without salary. I assume the courses will have to be approved by the Faculty.

Cordially yours,

(Signed) H. L. Donovan
President.

March
13
1945

Miss Amy Frances Brown
State Director of Nursing Education
1620 S. Third St.
Louisville, Ky.

Dear Miss Brown:

Arrangements are now complete for you to teach Hygiene 105 and 106, 3 quarter hours each, during the Spring Quarter. It is understood that your salary for this work is to be paid by the U.S. Health Service and that nurses who register for the courses will pay the University fees. You should be here for classification day, March 19.

With best wishes,

Sincerely yours,

Paul P. Boyd (Signed)
Dean

March
29
1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I enclose a telegram just received from Mrs. Mary J. Dunne of the U.S. Public Health Service, Washington, stating that the Government cannot pay Miss Brown's salary for the courses in Nurse Education if we charge the nurses "regular tuition." It was our clear understanding from Miss Brown that the Government would pay her salary and that we might charge the regular fees. I am enclosing carbons of my letters to you and Miss Brown to this effect. I will write to Miss Brown as soon as I hear from you. The following courses seem possible:

1. We might pay Miss Brown's salary (\$350) and do the needed mimeograph work for her in our stenographic bureau and keep the fees.
2. We might call the courses off unless Miss Brown volunteers to teach the courses without salary.
3. We might waive the student fees and allow Miss Brown to collect the salary and mimeographing expense from the Government.

Since the teaching is done at St. Joseph's Hospital and the students are all graduate nurses in service, I would suggest that we do number 3.

Cordially yours,

(Signed) Paul Boyd
Paul P. Boyd.

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TELEGRAM

Paul Boyd, Dean, College of Arts & Science
University of Kentucky

REURLET MARCH 22 CANNOT APPROVE BOLTON ACT FUNDS FOR INSTRUCTOR'S SALARY WHEN REGULAR TUITION CHARGE ALSO MADE. LETTER FOLLOWS.

MARY J. DUNN

March 30, 1945

Dean Paul P. Boyd
University of Kentucky

My dear Dean Boyd:

I am very much disappointed in this whole question of the employment of Miss Brown to teach courses in Nursing Education and then have the government change the arrangements she had stated as a condition of employment. Since these people are already enrolled, I believe the only thing we can do now is to waive the student fees and to allow Miss Brown to collect her salary and expenses from the government. Let us not take on any additional classes on this basis in the future unless we have an official understanding from the United States Public Health Service.

Cordially yours,

(Signed) H.L. Donovan
President.

Dear Dr. Boyd:

The following graduate nurses are enrolled for the courses in nursing. They are registered for university credit. However, according to our correspondence, President Donovan has agreed to remit the fees.

(Signed) Amy Frances Brown.

Hygiene 105 - Ward Teaching

Helen Grace Robinson
Mrs. Virgil Speakes
Marguerite Brown
Josephine Rutledge
Sister Doloretta
Thelma Southworth
Sister William Mary
Sister James Alice
Sister Michael Maria
Sister Rose William
Sister Charles Ambrose
Betty Lucylle Ramsey

Hygiene 106 - Advanced Medical
Nursing

Marguerite Brown
Josephine Rutledge
Thelma Southworth
Sister Doloretta
Mrs. Lorene Brough
Miss Nancy Palmer

April 18, 1945

Dean Paul P. Boyd
University of Kentucky

My dear Dean Boyd:

This is to acknowledge receipt of the list of nurses who enrolled for the courses in nursing, and who are asking that their fees be refunded. I shall present this matter to the Executive Committee for its consideration at our next meeting.

Cordially yours,

(Signed) H. L. Donovan
President.

The Board discussed with the President the question of waiving registration fee for the list as submitted, and, after being advised that the Federal Government would pay the salary of the instructor and that the teaching of these courses would not actually cost the University, took the following action:

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6. On motion duly made, seconded and carried, the Comptroller is authorized to remit the incidental fees for all persons taking the Nursing Courses given by the U. S. Public Health Service.

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G. Payment of Architect Fees.

President Donovan submitted invoice from John F. Wilson for architect fees amounting to 1% of "basic cost" for Residence Halls for Men. He stated that this fee is in accordance with the provisions of the contract made between the University of Kentucky and John F. Wilson as architect, as authorized by the Board January 17, 1945.

JOHN F. WILSON
Architect
Lexington, Kentucky

April 20, 1945

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

Re: Residence Hall for Men
University of Kentucky

Dear President Donovan:

This is to acknowledge receipt of letter from Mr. Frank D. Peterson, dated April 19th, establishing the "Basic Cost" of the Residence Hall for Men at \$250,000.00.

In compliance with the Architect's contract, Section III, Sub-section 2 (a), we enclose herewith invoice in the amount of \$2500.00.

Very truly yours,

(Signed) John F. Wilson
Architect.

* * * * *

7. On motion duly made, seconded and carried, the Comptroller is authorized to pay the invoice of John F. Wilson, architect fees, in the amount of \$2500.00, same representing 1% of the "basic cost" heretofore established for the erection of a residence hall for men. The Comptroller is authorized to pay for same out of funds not otherwise appropriated.

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H. Injury to Ben F. Gray.

President Donovan read a letter from Dean Cooper concerning an accident to Mr. Ben F. Gray, laborer in the Department of Animal Pathology.

April 9, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

The enclosed accounts, amounting to \$334.88, have been presented in connection with an injury sustained by Mr. Ben F. Gray, a laborer in the Department of Animal Pathology. Mr. Gray was severely injured on January 16 of this year, from being kicked in the face by a horse. This accident occurred while he was in the line of duty, to bring a horse out from a stall. The horse pulled back on the halter. Mr. Gray let go of the shank and in attempting to again gain control of the shank, he was kicked by a horse which he had previously turned loose. Immediately afterwards, he was taken to Dr. Chambers, who, after a preliminary examination, recommended that he be taken to Dr. Yates for treatment. Dr. Yates expressed the opinion that the upper jaw was fractured, with severe injuries to the face, and ordered him sent to St. Joseph's hospital. It was necessary for him to remain in the hospital for sixteen days and to have treatment by Dr. Yates for some time following his discharge from the hospital. Does this represent an account which can be taken care of by the institution? If so, I shall be pleased to draw the necessary requisition.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director

April 12, 1945

Dean Thomas Cooper
University of Kentucky

My dear Dean Cooper:

I shall submit your letter regarding Mr. Ben F. Gray, laborer in the Department of Animal Husbandry, who was recently injured, to the Executive Committee for its consideration. I never take any action on a problem like this until I have the advice of the members of the Board on the question of accidents of our employees while on duty.

Cordially yours,

(Signed) H. L. Donovan
President.

The Board discussed at length the question of paying for hospital expenses, and medical service of Dr. J. S. Dailey and Dr. E. C. Yates, and took the following action:

* * * * *

8. On motion duly made, seconded and passed, the Comptroller is authorized to pay to Dr. J. S. Dailey \$175.00 for professional services rendered; to Christine Reynolds, anesthetist, \$15.00; for services rendered; to Dr. E. C. Yates, \$30.00 for medical services rendered; and to St. Joseph's Hospital \$114.88, for clinical laboratory, operating room, surgical supplies, medicine, x-ray, room, maintenance and nurses' service, to Ben F. Gray. It is the express understanding that action on this claim is without commitment as to future action of the Executive Committee on requests for payment of medical and other bills incurred in cases of injury to employees, and that the Committee does not establish a precedent and does not admit negligence or liability in paying these doctor's bills and this hospital bill.

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I. Fellowships — Participants in Southern Regional Training Program.

President Donovan recommended the granting of ten fellowships for one quarter's work at the University of Kentucky in a training program in Public Administration. President Donovan further explained that our participation in the program had obvious advantages for the University, that it would enrich our graduate program, and would enable us to cooperate with the Tennessee Valley Authority in a program involving a number of Southern universities.

The members of the Committee discussed the proposed program and took the following action:

* * * * *

9. On motion duly made, seconded and carried, it was directed that ten fellowships, for one quarter each, in Public Administration be granted and that the Comptroller be authorized to pay for same from the Haggin Fund. Each fellowship represents registration fees in the University.

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J. Report of State Fire Marshal.

The President reported that the Fire Prevention and Rate Section of the Division of Insurance, Frankfort, Ky., had made an inspection of the buildings of the University and had rendered a report. He read the report and explained the recommendations which provided for various fire escapes and a number of fire extinguishers, together with various other recommended adjustments. The Committee discussed the report and the possibility of the University complying with recommendations, due to restrictions on material and equipment necessary to erect fire escapes and various types of fire extinguishers. The Committee took the following action:

* * * * *

10. On motion duly made, seconded and carried, the Comptroller is directed to request priority approval for materials necessary incident to erecting fire escapes and the purchase of fire extinguishers as recommended, and to ascertain the cost of compliance with the report, and so inform the Executive Committee as soon as possible.

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K. Remodeling of Old Veterinary Science Building.

President Donovan submitted request from Dean Cooper recommending the remodeling of the old veterinary science building.

March 2, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

In the general plans for the future of the Experiment Station, it was contemplated that, at such time as the animal pathology building was completed, the old veterinary science building released would be remodeled and used as an abattoir in which the meats course would be carried (a course in great demand by the students) and for some experimental work and also as a centralized sales room for the various products of the Station farm. The animal pathology staff is now housed in the new building. Plans have been completed for remodeling of the old building and blue prints are available. These plans have been discussed with Mr. Johnson. I thought possibly that, during the year, through contracts and undertakings by the Division of Maintenance and Operations, we might be able to complete the remodeling of this building so that it would be ready by 1946. A careful estimate of the cost has

not been made. Figures have been presented ranging from \$8000 to \$12,000, depending upon the cooling systems, etc. I propose that the expenditure for the remodeling of this building be divided equally between the Experiment Station and savings which will be effected in the budget of the agricultural college the coming quarter and in the summer and fall quarters.

Accompanying this letter is the plan for remodeling the building and interpretations of the changes. It is the only copy we have. I wish to recommend that authorization be given for this remodeling, both by contract and by the Division of Maintenance and Operations, payment to be made from current income, divided as above suggested.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director.

- - - -
March 30, 1945

Dean Thomas Cooper
University of Kentucky

My dear Dean Cooper:

Unfortunately, when the roll came containing the plans for the remodeling of the old animal pathology building, Miss Nichols did not discover your letter which was in an envelope glued to the outside of the container holding the plans. Only today was it called to my attention. I regret this delay in responding to your communication which was addressed to me March 2.

I think we can not proceed with this project until I have a very thorough discussion with you and Mr. Peterson relative to how the building should be completed. At the present time, the Division of Maintenance and Operations cannot get enough labor to keep the minor repairs on the University property up to the standard we desire. It is practically impossible to obtain labor for this kind of work.

I think the project is too big for the Division of Maintenance and Operations to undertake. If you feel that we should have it ready for 1946; I believe it would be well for us to prepare plans and specifications and ask the Board to advertise for bids.

I shall be very glad to talk with you about this project whenever it is convenient for you to do so. It will be too

late to take it up with the Board at our meeting next Tuesday as we now have a complete agenda which will consume all the Board's time.

Cordially yours,

(Signed) H. L. Donovan
President

The Committee discussed the request and took the following action:

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11. On motion duly made, seconded and carried, it is directed that the remodeling of the old veterinary science building be undertaken in the most feasible manner and that the cost of remodeling and improvements be paid from the University of Kentucky Experiment Station Revolving Funds.

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L. Gift--Mrs. Charles H. Bowyer.

President Donovan reported a very fine gift from Mrs. Charles H. Bowyer, 333 Madison Place, Lexington, Ky. The gift consists of paintings, ceramics and certain other objects. It is to be designated as the Charles H. Bowyer Memorial Collection. He recommended that the gift be accepted.

333 Madison Place
Lexington, Kentucky
April 30, 1945

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

My dear Dr. Donovan:

Your kindly worded letter of April 25th, relative to the paintings and ceramics that I wish to donate to the University of Kentucky, was greatly appreciated. Since receiving your letter I have given the matter thought; now just how to proceed means an immediately workable plan, much of which we have already discussed.

Assuming that Prof. Rannells and I shall have made during the next brief period of time a list of articles of the collection, we should be able to select such a part as it would be well to deliver to the University at this time, but whose removal would to no extent suggest the dismantling of my present home.

Other articles, when I shall have moved to a smaller residence, would be delivered to the University and take place in the collection.

For sentimental reasons some portion of pictures and ceramics might be retained in my home during my life and delivered to the University of Kentucky for placement in the Charles H. Bowyer collection at my death.

Enclosed, please find a letter --- a proposal to the Board of Trustees of the University of Kentucky --- regarding this collection of which you have so sympathetically and understandingly talked with me; and will you kindly submit it to the Board of Trustees.

Very sincerely,

(Signed) Mrs. Charles H. Bowyer

Lexington, Kentucky
333 Madison Place
April 30, 1945

To the
Board of Trustees of the
University of Kentucky, Lexington, Kentucky:

As a memorial to my late husband, Charles H. Bowyer, it is my wish to give to the University of Kentucky a collection of objects of art - paintings, ceramics and certain other objects - the selection to be made now and agreed upon between representatives of the University and me, so that some of the objects may be transferred at once to the keeping of the University and the others after my death.

I would want the collection to be catalogued and displayed as the facilities of the University will permit, pending the erection of a permanent gallery at some future date. The collection should remain always the property of the University of Kentucky; not to be disposed of by the University by either gift or sale.

I would want the collection to be designated as the Charles H. Bowyer Memorial Collection.

May I have an early decision as to acceptance of this offer with the conditions outlined.

Very sincerely,

(Signed) Mrs. Charles H. Bowyer.

* * * * *

12. On motion duly made, seconded and carried, it is ordered that the Charles H. Bowyer Memorial Collection be accepted and that the President be asked to accept same and express the appreciation of the University of Kentucky for the valuable and very fine gift made by Mrs. Charles H. Bowyer.

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M. Gift--Mr. Herschel Weil.

President Donovan reported gift of \$100 from Mr. Herschel Weil for the Jonas Weil Memorial Scholarship, and recommended that same be accepted.

April 26, 1945

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I am pleased to inform you that Mr. Herschel Weil has sent us a check for \$100.00 for the Jonas Weil Memorial Scholarship. I am transmitting the check herewith. This scholarship has done much to encourage students in the Agricultural College to achieve a record that would make them eligible for it and we are very grateful to Mr. Weil for his continued support and interest.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director.

April 30, 1945

Dean Thomas Cooper
University of Kentucky

Dear Dean Cooper:

This note is to acknowledge your letter of April 26, in which you enclose Mr. Herschel Weil's check for \$100 for the Jonas Weil Memorial Scholarship; This gift will be reported to the Executive Committee of the Board of Trustees at its meeting on May 3. I am sure the Board will be grateful to Mr. Weil for his continuing interest and support.

The check and remittance report in duplicate have been handed to Mr. Peterson for crediting to the proper account,

Cordially yours,

(Signed) H. L. Donovan
President.

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13. On motion duly made, seconded and carried, it is ordered that the gift of \$100 from Mr. Herschel Weil for the Jonas Weil Memorial Scholarship be accepted and that the President be asked to acknowledge receipt of same and to express the appreciation of the University of Kentucky to Mr. Weil for the gift.

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N. Gifts:

From Anti-Defamation League, Chicago, Illinois,
From B'nai B'rith Lodge #289, Adath Israel Temple,
Lexington, Kentucky.

President Donovan reported two gifts, \$300 from the Anti-Defamation League, and \$100 from B'nai B'rith Lodge, for the payment of salary of Dr. W. Clayton Bower, to teach a course on "Cultural Process and the Hebrew-Christian Religion" and for the purchase of books needed for the course. President Donovan recommended that the gifts be accepted.

April 18, 1945

Dr. H. L. Donovan, President
UNIVERSITY OF KENTUCKY
Lexington

Dear President Donovan:

I am transmitting to you, through the Comptroller's Office, two checks.

One check is from the Anti-Defamation League, 100 North La-Salle Street, Chicago, Illinois, for \$300. It is made to Herschel Weil and endorsed by him. The other one is from the B'nai Brith Lodge #289, Adath Israel Temple, Lexington, Kentucky, for \$100.

These two organizations have contributed the above amounts for a course which is being offered in the Sociology Department by Dr. W. Clayton Bower, on "Cultural Process and the Hebrew-Christian Religion."

Dean Boyd has arranged that \$375.00 of the contributed amounts should go to Dr. Bower for salary as professor of this course; the other \$25.00 is to be added to the Sociology Department for books and Dr. Bower is to purchase the books needed for the course.

I will appreciate your acknowledging the receipt of these checks and the publishing of these gifts in whatever way you deem advisable.

Yours sincerely,

(Signed) Bart N. Peak
General Secretary.

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14. On motion duly made, seconded and carried, it is ordered that the gift of \$300 from the Anti-Defamation League, and the gift of \$100 from B'nai B'rith Lodge be accepted, and that the President be asked to acknowledge receipt of same and to express to the donors the appreciation of the University for the gifts.

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O. Gift--Mr. A.L. Stone.

President Donovan reported gift of law books to the College of Law library from Mr. A. L. Stone, 3226 Park St., Ashland, Ky., and recommended that same be accepted.

3226 Park St.
Ashland, Ky.
April 24, 1945

President of Kentucky University
Lexington, Ky.

Dear Sir:

I have the following law books, which I shall be glad to donate to your law library, if they are suitable:

Black's Constitutional Law.
Tiffany on Agency.
Eaton on Equity.
Reeves on Real Property, Special Subjects.

All these books are in good condition, and I shall be glad to send them to you by pre-paid express, if you can use them.

Yours very truly,

(Signed) A. L. Stone

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15. On motion duly made, seconded and carried, it is ordered that the gift of Mr. A. L. Stone of law books to the College of Law library be accepted, and the President is asked to acknowledge the gift of these books and express the appreciation of the University for same.

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P. Gift--Mrs. John C. Taylor.

President Donovan reported gift from Mrs. John C. Taylor, 1135 Richmond Road, Lexington, Ky. The gift consists of her collection of National Geographic magazines complete from 1916 to 1945. He stipulated that this gift is made to the Geography Department of the University of Kentucky. The President recommended that the gift be accepted.

30 April 1945

Dean Paul P. Boyd
College of Arts and Sciences
University of Kentucky

Dear Dean Boyd:

Mrs. John C. Taylor, 1135 Richmond Road, Lexington, Kentucky, has donated her collection of National Geographic magazines, complete from 1916 to January 1, 1945, to the Geography Department of the University. She requests only acceptance by the proper authorities of the University and that recognition be given her by suitable publication of the donation in the local newspapers.

May I ask that this valuable donation be presented to President Donovan and the Board of Trustees and accepted under the conditions stated above?

Respectfully yours,

(Signed) J. R. Schwendeman
Head, Geography Department.

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16. On motion duly made, seconded and carried, it is ordered that the gift of Mrs. John C. Taylor, consisting of copies of National Geographic magazines from 1916 to 1945, be accepted, and the President is asked to acknowledge the gift of this valuable collection for the Geography Department, and to express to the donor the appreciation of the University for same.

* * * * *

Q. Loan of Bull to Experiment Station by C. V. Whitney Farm.

President Donovan reported agreement between C. V. Whitney Farm and the University of Kentucky Agricultural Experiment Station of an Aberdeen-Angus bull born May 29, 1944, named Whitney Prince 2" by Prince Sunbeam 48", and recommended the approval of the agreement.

AGREEMENT CONCERNING THE LOAN OF A BULL
BY THE C.V. WHITNEY FARM TO THE UNIVERSITY
OF KENTUCKY AGRICULTURAL EXPERIMENT STATION

WHEREAS the C.V. Whitney Farm owns an Aberdeen-Angus Bull, born May 29, 1944, named Whitney Prince 2", by Prince Sunbeam 48" out of Eileenmere's Enchanta 5" (696991) and desires to lend the same to the University of Kentucky Agricultural Experiment Station from April 1, 1945, to April 1, 1946;

AND WHEREAS the said Agricultural Experiment Station desires to borrow the same for the said year;

NOW, THEREFORE, it is agreed as follows:

The said Whitney Farm does hereby transfer the possession of the said bull to the said Agricultural Experiment Station, to be used for the purpose of breeding cows owned by the said Agricultural Experiment Station, but not to be used with cows of any other ownership.

The said Agricultural Experiment Station agrees to provide adequate care and attention for the said bull, to return him at the end of the period above named, to permit the lender to breed any of its own cows to the said bull and to bear the expense of keep and of transportation from and to the Whitney Farm.

The said Agricultural Experiment Station shall not be liable for any loss or injury to the said bull for any reason, nor shall it be required to carry insurance on the said animal.

IN TESTIMONY WHEREOF the parties have hereunto set their hands this _____ day of _____, 19____.

C. V. WHITNEY FARM

By _____
Manager

UNIVERSITY OF KENTUCKY AGRICULTURAL EXPERIMENT STATION.

By _____
Director.

* * * * *

17. On motion duly made, seconded and carried, the agreement between C. V. Whitney Farm and the University of Kentucky Agricultural Experiment Station is approved and the Director of the Experiment Station is authorized to sign the agreement on behalf of the University.

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R. Communication from Phi Upsilon Omicron and the Home Economics Club.

President Donovan read a communication from Phi Upsilon Omicron and the Home Economics Club requesting the naming of the Home Economics building in honor of Dr. Statie Erikson. He also read a reply that he had made to the communication.

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18. On motion duly made, seconded and carried, the communication is ordered received and filed.

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S. Kentucky: Designs for Her Future.

President Donovan presented to each member of the Committee a copy of Kentucky: Designs for Her Future. The books were received and each member expressed enthusiastic approval of the book and urged that it be given as wide distribution as possible.

T. Recess for Luncheon.

The Committee recessed at 12:40 p.m. for luncheon, which was served in the President's Office by the University Cafeteria.

At 1:30 p.m. the Committee again took up the business on the agenda.

U. Resolution on Death of Perry West.

President Donovan reported the death of Professor Perry West, member of the College of Engineering, who had served as Professor of Steam and Power Engineering. He was head of the Department of Mechanical Engineering and also was consultant on Central Heating Plant and Steam Distribution System. The Committee expressed deep regret and, on motion made, seconded and carried, passed the following resolution:

RESOLUTION

In the passing on April 2nd, 1945, of Perry West, Professor and Head of the Department of Mechanical Engineering, we think it highly befitting that we pause to briefly enumerate and consider a few of the outstanding qualities exemplified in our friend and colleague.

Born in Nicholasville, Kentucky, on December 2nd, 1878, educated at the University of Kentucky, trained over many years of varied professional practice, a friendly man and a man of many friends, most conscientious in his work and never satisfied to leave a task half done, Perry West will long be remembered not only by the Staff of the College but particularly by his students, upon whom he left an indelible imprint of his broad technical knowledge, his deep sincerity and his humanistic philosophy of life.

We are also mindful that his loss is not ours alone. He was an irreplaceable keystone in his family circle, and to them we extend our deepest heartfelt sympathy.

Now, therefore, we, the Board of Trustees of the University of Kentucky, the Faculty of the University, and the Faculty and Staff of the College of Engineering do resolve that these expressions of grief and esteem be duly recorded and a copy hereof be sent to the bereaved family.

Committee:

(Signed)	F. J. Cheek, Jr., Chairman
"	S. E. Walton
"	L. E. Nollau

Approved by the Faculty and Staff of the
College of Engineering.

V. 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 SciencesAppointments

Mrs. Betty Crawley, part-time instructor in Mathematics, appointment continued for the Spring Quarter.

Mrs. Lydia R. Fischer, instructor in Mathematics, appointment continued for the Spring Quarter.

John T. Seamands, graduate assistant in Philosophy, for the Spring Quarter.

Laura Nell Hendrick, graduate assistant in Chemistry, effective September, 1945, through June, 1946.

Alice Siviter, graduate assistant in Chemistry, effective September, 1945, through June, 1946.

Patsy May Newell, graduate assistant in Chemistry, effective September, 1945, through June, 1946.

Mrs. Ruth T. Young, visiting instructor in Library Science, for the first term of the Summer Quarter, 1945.

Mrs. Lucille Clay, appointment continued for April, May and June, 1945.

Mrs. Eileen S. Hillenmeyer, part-time secretary in the Department of Sociology, and part-time secretary in the Department of Geography, effective April 16 through June 30, 1945.

F. G. Davenport, part-time professor, Department of Political Science, effective April 17 through June 5, 1945. Mr. Davenport is to take over part of the work of Professor Vandenbosch, while the latter is on leave of absence to attend the San Francisco Conference.

James H. Poteet, part-time instructor in the Department of Political Science, effective May 1 through June 5, 1945. Mr. Poteet is to teach a class in Political Science and take over the class in History that Professor Vandenbosch has been teaching.

Barbara Watson, graduate assistant in the Department of Bacteriology for twelve months, effective July 1, 1945.

Mary O'Brien, junior technician in the Department of Bacteriology, for ten months, effective September 1, 1945.

John E. Reeves, Acting Head of the Department of Political Science, during the absence of Professor Vandenbosch at the San Francisco Conference, April 17 to the end of the present quarter.

E. Everett Elsey, instructor in Physics (temporary basis--ASTR Program), effective May 1 through July, 1945.

R. C. Layson, instructor in Physics (temporary basis--ASTR Program) effective May 1 through July, 1945.

F. B. Pauls, instructor in Physics, employment continued through July, 1945, (ASTR Program), for the month of July.

Leaves of Absence

Charles E. Snow, associate professor of Anthropology and Archaeology (on temporary leave), leave extended without salary, effective May 5, 1945, for an indefinite period. Dr. Snow will continue service with the Climatic Research Laboratory of the United States Army.

Amry Vandenbosch, professor and head of the Department of Political Science, on leave without salary, effective April 18 through May 31, 1945. Professor Vandenbosch has been invited to attend the San Francisco International Security Conference.

Salary Adjustments

W. C. Tucker, associate professor, Department of Journalism, adjustment in salary, effective April 1 through June 30, 1945. Adjustment made because of increase in teaching load.

John E. Reeves, part-time Professor of Political Science, adjustment in salary for Spring Quarter, and Mr. Reeves placed on full time, effective April 18, 1945. Professor Reeves' return to full time teaching was made necessary by the resignation of Dr. Sherwood, and absence of Dr. Vandenbosch.

Fletcher W. Donaldson, instructor in Mathematics, adjustment in salary for June and July. The increase is made because of the increased A.S.T. teaching load.

Mrs. Betty D. Crawley, part-time instructor in the Department of Mathematics, adjustment in salary for the month of May, then further adjustment for the month of June. The change is made because of the increased A.S.T. teaching load.

Resignations

Julia Ann Waters, part-time secretary in the Department of Sociology, and part-time secretary in the Department of Geography, effective April 15, 1945.

William Morris, student assistant in the Department of Social Work, effective March 31, 1945.

Charles K. Jones, student assistant in the Department of Art, effective March 31, 1945.

Henry Noble Sherwood, professor of Political Science, effective April 11, 1945. Dr. Sherwood resigned to accept the position of Chancellor of Transylvania College.

Lee Powers, caretaker of tennis courts, for seven months of the year, to take full-time work with the Division of Maintenance and Operations, effective April 1, 1945.

E. J. Asher, associate professor of Psychology, effective July 1, 1945. Professor Asher is accepting a position at Purdue University.

Jane Darnaby, case secretary, Department of Psychology, effective May 1, 1945.

College of Agriculture and Home Economics

Appointments

Lorene Blankenship, assistant home demonstration agent in Hardin County, effective April 1, 1945 to June 30, 1945.

Jesse Napier, farm laborer, effective April 1, 1945.

Virginia Hensley, clerk-stenographer in the Department of Farm Economics, effective April 2, 1945.

Donald W. Chamberlain, Assistant in Forage Crop Investigations, effective April 15, 1945, or as soon thereafter as he can report for duty.

William E. Jackson, field agent in Forestry, effective May 1 to June 30, 1945.

Beecher Noble, fire warden, Robinson Experiment Substation, effective April 1, 1945.

Maudline P. Lewis, negro home demonstration agent, effective April 16, 1945, to June 30, 1945.

Resignations

Myra Gentry, clerk, in the Department of Markets and Rural Finance, effective March 31, 1945.

Philip B. Harrison, assistant county agent in Berea, effective March 15, 1945.

Anna K. Edgington, clerk in supply room, effective March 31, 1945.

Virginia Hensley, clerk in the Department of Farm Economics, effective February 28, 1945.

Marguerite Chapman, clerk, Department of Farm Economics, effective February 28, 1945.

Mardelle Lahnig, clerk, effective April 7, 1945.

Warren H. Gardner, assistant county agent, effective April 21, 1945.

Charles L. McGriff, county agent, effective April 15, 1945.

Louise Nunnelley, home demonstration agent, effective April 15, 1945.

James Sizemore, firewarden, Robinson Experiment Substation, effective March 31, 1945.

Elizabeth C. Alexander, clerk, effective April 1, 1945.

Robert P. Granacher, assistant county agent, to enter military service, effective April 19, 1945.

Frances Morgerson, home demonstration agent, effective April 30, 1945.

Salary Adjustments

Benn Hornbeck, junior forester, Department of Farm Economics, effective March 1, 1945.

Sarah Hutchison, clerk, effective May 1, 1945.

Change in Rank

Dorothy Gentry, home demonstration agent, to field agent in 4-H Club work, effective May 16, 1945.

Report of Deaths

Isaac G. Jeter, farm laborer, April 11, 1945.

Dr. Tasker P. Polk, veterinarian in the Department of Animal Pathology, Sunday, April 22, 1945.

College of Engineering

Report of Death

Perry West, Professor of Mechanical Engineering and head of the Department, April 2, 1945, at 6:30 p.m.

College of Education

Appointments

Virginia B. Montgomery, secretary, effective April 1, 1945.

Simone Heming, French tutor (temporary appointment), effective April 2 to June 1, 1945.

Resignation

Lela Mason, critic teacher in Music, effective July 1, 1945.

College of CommerceAppointment

Jane Darnaby, secretarial assistant for May and June.

Office of the RegistrarResignation

Margaret O'Connell, clerk-stenographer, effective April 30, 1945.

Dean of WomenAppointments

Mrs. W. P. Reid, housemother, effective April 1, 1945.

Mrs. Lodema W. Burbridge, housemother, effective July 1, 1945.

Margaret O'Connell, secretary, effective May 1, 1945. Miss O'Connell succeeds Miss Anita Gardner, resigned.

Mrs. Mable Riedell, housemother, effective September 1, 1945. Mrs. Riedell succeeds Mrs. Reid whose resignation is effective July 1, 1945.

Resignations

Mrs. Elleene Glover, housemother, effective April 1, 1945.

Mrs. Harry Eee, housemother, effective July 1, 1945.

Anita Gardner, secretary, effective April 18, 1945.

Mrs. W.P. Reid, housemother, effective July 1, 1945.

Department of AthleticsSalary Adjustment

B. A. Shively, adjustment in salary because of appointment to head football coach, effective March 1, 1945.

Personnel Office

Appointments

The following persons as freshman faculty advisers for the quarter, beginning March 21, 1945: R. S. Allen, Marie Barkley, W. E. Beals, Alexander Capurso, C. W. Hackensmith, Daniel Hegeman, Wilbur Heinz, J. S. Horine, O. T. Koppius, John Kuiper, A. J. Lawrence, Robert Lunde, Roy Moreland, C. C. Ross, R. E. Shaver, Dewey Steele, W. C. Tucker, Bennett H. Wall, W. S. Ward, R. H. Weaver, Simon Wender.

Department of University Extension

Payment for Forums

Howard W. Beers, Somerset--March 26, and Stearns--March 27, effective April 1, 1945.

W.S. Webb, Hazard--March 16, effective April 1, 1945.

William S. Taylor, Georgetown--January 11, and Stearns, April 24.

Amry Vandebosch, Hazard--March 23, Georgetown--April 5, Somerset--April 10.

Resignation

Edith Murrel Fleming, secretary, effective April 28, 1945.

The Kentucky Kernel

Appointment

Margaret Elane Watkins, business manager, effective March 10, 1945.

Resignation

Margaret Wharton, business manager, effective March 10, 1945.

Maintenance and Operations

Resignation

Seth Taylor, Jr., assistant janitorial foreman, effective April 9, 1945. Mr. Taylor was inducted into the United States Army April 10, 1945.

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19. It was moved, seconded and carried that, on President Donovan's recommendation, the above appointments; reappointments, salary adjustments, leaves of absence, resignations, promotions, and other staff changes be concurred in and record made in the minutes.

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W. Adjournment.

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20. Upon motion duly made, seconded and carried, the meeting was adjourned at 3:20 p.m.

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Frank D. Peterson
Secretary, Board of
Trustees.