

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, June 25, 1943.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:00 a.m., Friday, June 25, 1943. The following members were present: Judge Richard C. Stoll, James Park, H. S. Cleveland, H. D. Palmore and R. P. Hobson. President H. L. Donovan and Comptroller Frank D. Peterson were also present.

A. Approval of Minutes.

The following, being the minutes of the Executive Committee of June 4, 1943, upon motion made, seconded and unanimously passed, were ordered approved:

" A. Approval of the Actions of the Board of Trustees at the Meeting of June 4, 1943.

* * * * *

- 1. It was moved, seconded and unanimously passed that the actions of the Board of Trustees at its meeting of June 4, 1943, be adopted as the action of the Executive Committee.

* * * * *

B. Adjournment

There being no further business, the meeting was adjourned. "

B. Comptroller's Report.

The Comptroller made an oral report to the Executive Committee concerning the finances for the period ending May 31, 1943. He stated that budgeted revenue as estimated at the beginning of the year 1942-43 would be realized in total and might be slightly exceeded. He reported that the budgeted expenditures for the various departments had not been exceeded in total. Some departments have been permitted to overspend but in such cases budget adjustments have been requested and approved by the Executive Committee. Realized income for the Division of Experiment Station and the Division of Extension was either realized as budgeted or have been exceeded. Expenditures for these divisions have

been made as planned, with minor exceptions. The Comptroller further reported that the War Production Board had approved priority request for an additional accounting machine which would be used for check-writing purposes which would aid materially in getting out the work imposed upon the office through the new pay-as-you-go payroll deduction tax plan and the various other deduction arrangements which are now in force at the University. Upon motion, duly made, seconded and carried, the Committee approved the oral report as stated above.

C. Contract of A.S.T.P.

President Donovan submitted negotiated contract for the A.S.T.P. soldiers now training on the campus of the University. He stated that the contract included University properties and services for the operation of the unit for basic and advanced engineering training, and provides for operating costs, quarters, instructional facilities, instructional and medical services, and messing of soldiers now stationed in this unit on the campus. The members of the Executive Committee discussed various phases of the contract and took the following action:

* * * * *

1. On motion duly made and seconded, the Chairman of the Executive Committee and the Secretary were authorized on behalf of the Board of Trustees, University of Kentucky, to sign said contract when officially presented by the Government.

* * * * *

D. Coal Research Building.

The President reported that pursuant to an advertisement in a Lexington paper and invitations mailed to various contractors, bids have been received by the Division of Purchases at Frankfort and referred to the University for tabulation, on the erection of a coal research building heretofore authorized by the Executive Committee of the Board of Trustees. He further reported that the low bid was submitted by Joseph R. Giannini, being in the amount of \$18,000.00. The Executive Committee heretofore authorized an allotment of the sum of \$15,000.00, same having the approval of the Governor. The President recommended that an additional allotment be authorized, making the total amount \$18,000.00, and that the contract be awarded to the low bidder, same being Joseph R. Giannini. The Executive Committee discussed briefly the authorization of additional money and the bids submitted and took the following action:

* * * * *

- 2. Upon motion duly made, seconded and unanimously passed, it was ordered that the amount of \$15,000 set aside for the erection of coal research building be increased to \$18,000 and that contract be awarded to Joseph R. Giannini, same to comply with all provisions set forth in plans and specifications as submitted with bid. The contractor shall be paid as authorized by the Comptroller and the erection of the building shall be under the supervision of the Comptroller or his authorized representative.

* * * * *

E. Engineering Specialists Corps.

President Donovan reported to the Executive Committee that he had received official notification to the effect that the War Department intends to close the Engineering Specialists Corps now being trained at the University and housed at the Phoenix Hotel. He further stated that closing of this unit would be a gradual process, which would not be completed until about the first of September.

F. Purchase of Property.

President Donovan reported to the Executive Committee that the Comptroller, acting on authority of the Executive Committee of the Board of Trustees, had negotiated for the purchase of one lot and brick grocery store building from S. A. Glass. Said property is located on the southeast corner of Adams and Rose Streets in the City of Lexington, known on the plat of property to be acquired by the University as lot #17. The Executive Committee again discussed the valuation of this property in relation to its appraised value, and took the following action:

* * * * *

- 3. Upon motion duly made, seconded and unanimously carried, it is ordered that the property owned by S. A. Glass, located on the southeast corner of Adams and Rose Streets, Lexington, above referred to, be purchased for the sum of \$8,000.00.

* * * * *

President Donovan submitted to the Executive Committee a letter from the Comptroller stating that he had an offer from D. H. Glass, owner of property located and fronting on Adams Street between Lexington Avenue and Rose Street, having a frontage of 51 feet and a depth of 104 feet, with improvements thereon, for the sum of \$4,000.00. The Committee discussed this price in the light of the appraised value and took the following action:

* * * * *

4. Upon motion duly made, seconded, and unanimously carried, it was voted to purchase the property from D. H. Glass, located on Adams Street, in the City of Lexington, Kentucky, and referred to above, for the sum of \$4,000.00.

* * * * *

President Donovan submitted to the Executive Committee a letter from the Comptroller stating that he had an offer from Mr. C. G. Callahan to sell his property consisting of one house and lot located at 120 Graham Avenue, in the City of Lexington, for the sum of \$4,000.00. The lot has a frontage of 62 feet and extends back a depth of 195 feet, more or less. The Committee discussed the desirability of the University acquiring this property and the sale price, and took the following action:

* * * * *

5. Upon motion duly made, seconded, and unanimously carried, it is ordered that the lot and improvements located at 120 Graham Avenue in Lexington, Kentucky, be purchased from Mr. C.G. Callahan for the sum of \$4,000.00.

* * * * *

G. Wrecking of Tenant Houses on Euclid and Lexington Avenues and Adams Street.

The question of wrecking tenant houses recently acquired by the University, located on Euclid and Lexington Avenues and Adams Street was brought to the attention of the Executive Committee. The Committee discussed at length the desirability of clearing houses from the property recently acquired. It seemed to be the general consensus of opinion that it would be desirable to clear the land of all buildings now located on same. The Executive Committee took the following action:

* * * * *

6. It was moved, seconded and passed that President Donovan and Comptroller Peterson be authorized to sell the houses on Euclid Avenue, Lexington Avenue and Adams Street at such time and in such a manner as may be determined by the President and Comptroller. The terms of the selling shall be cash and the occupants who may be now living therein shall be given thirty days notice before they are required to vacate any of the now occupied houses.

* * * * *

H. Rent of S. A. Glass Grocery Store.

The Comptroller reported to the Executive Committee that since the University had purchased the grocery store owned by S. A. Glass, located on the corner of Rose and Adams Streets, it might be desirable to rent this building until it would be necessary to remove the building in connection with the erection of field house auditorium. He further stated that Mr. S. A. Glass felt that he could pay \$40.00 a month and continue to operate a grocery store until the University wished possession of the property and that Mr. Glass felt that a fair rate of rent would not exceed \$40.00 per month. The Comptroller stated that he had offered to rent the building for \$50.00 per month and asked the Executive Committee for direction. The Executive Committee discussed the question of renting this house in the light of what was paid for the building and what property sells for in the city of Lexington, having similar usage, and took the following action:

* * * * *

7. Upon motion duly made, seconded and unanimously carried, it was ordered that this property be offered for rent for the sum of \$50.00 per month, the lessee to be obligated to keep the furnishings and equipment in as good a state of repair as they now exist, the wear and tear from ordinary usage being excepted.

* * * * *

I. Payment of Bond.

President Donovan read the following letter which was ordered received and placed in the minutes:

June 17, 1943

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I submit hereto attached Revenue Bond #4, issued December 15, 1939, same being one of a series of four in the denomination of \$1,000.00 each, all held by the First National Bank & Trust Company, Lexington, and having been issued for the purpose of altering and renovating the second floor of the Men's Dormitory building, known as Bradley Hall.

This is the last payment and all bonds are now cancelled, which were issued for this purpose under the date above mentioned.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

J. Safe-Keeping of Invested Funds.

President Donovan read the following letters concerning investments of Lamp and Cross honorary fraternity and the SuKy Circle.

June 18, 1943

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I have received from Mr. Thomas R. Bryant, Experiment Station, two (2) U. S. Savings Bonds made payable to the Lamp & Cross, University of Kentucky. These bonds are being turned over to the Comptroller for safe keeping. I would like to have authority to accept them and a record made of same.

The bonds are as follows:

- 1 \$100.00 Series G, dated June 1943, due in 12 years, #C 1362537 G.
- 1 \$100.00 Series G, dated June 1943, due in 12 years, #C 1362538 G.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

June 18, 1943

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I have received from C. W. Hackensmith, Director of the Department of Physical Education four (4) U.S. Savings Bonds made payable to the SuKy Circle, University of Kentucky. These bonds are being turned over to the Comptroller for safe keeping. I would like to have authority to accept them and a record made of same.

The bonds are as follows:

- 1 \$100.00 Series G, issued June 1943, due in 12 years #C1361729 G.
- 1 \$100.00 Series G, issued June 1943, due in 12 years #1361730 G.
- 1 \$100.00 Series G, issued June 1943, due in 12 years #1361731 G.
- 1 \$500.00 Series G, issued June 1943, due in 12 years #D758609 G.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

* * * * *

8. Upon motion duly made and seconded, the Comptroller was authorized to receive bonds referred to in letters copied above and deposit same for safekeeping in the University's lock box in First National Bank and Trust Company.

* * * * *

K. Budget Changes.

President Donovan read to the Executive Committee a letter from the Comptroller recommending budget increase for the Department of University Extension to take care of the purchase of books for soldiers when they register for correspondence courses during the ensuing year. He also read a recommendation from the Comptroller to increase the budget of the Department of Bacteriology in an amount to take care of the purchase of microscopes deemed to be necessary. He also read a recommendation to increase the budget of the Department of University Extension to take care of salaries of instructors used in teaching off-campus courses during the year 1942-43 and to pay for the travel of instructors in connection with same. He further made recommendation for an increase to take care of the purchase of books for soldiers taking correspondence courses during the year 1942-43. He further read recommendation for an increase in the budget of the Department of University Extension for the year 1943-44 to take care of salaries for teachers used in instructing off-campus courses during the summer school. The President recommended that an adjustment not involving any change in the total salary of Dr. William S. Webb be made in the budget. He also recommended a correction of an error in the salary of Dr. H. P. Riley, Head of the Department of Botany. The Committee discussed the increases recommended and took the following action:

* * * * *

9. Upon motion, duly made and seconded, the budget increases and adjustments recommended were concurred in and the Comptroller was authorized to make the necessary budget adjustments. The recommendations were ordered filed with the secretary.

* * * * *

L. Title of Professor George Roberts.

The President called attention to an error in the title of Professor George Roberts' new status and recommended that the title be changed to "Professor of Agronomy, Emeritus".

* * * * *

10. Upon motion, duly made and seconded, the title of Professor George Roberts was authorized changed from Professor of Agronomy to Professor of Agronomy Emeritus.

* * * * *

M. Injury to Mrs. Willis S. Buskie.

The following correspondence was read to the Executive Committee:

June 18, 1943

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I hand you hereto attached an invoice for medical services rendered to Mrs. Willis S. Buskie, an employee of the Student Union Cafeteria. The amount for medicine and doctor's services was \$38.00.

Mrs. Buskie was using a food chopper when she accidentally cut two fingers. She was taken immediately to the dispensary and Dr. Chambers drove her to the hospital and placed her under the care of Dr. C. A. Vance. His services lasted over a period of six weeks. In line with our policy, I recommend the payment of this bill from the funds of the Cafeteria with the expressed understanding that approval of same does not admit liability on the part of the University, or establish a precedent.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

The Executive Committee took the following action:

* * * * *

11. On motion duly made, seconded and passed, the Executive Committee authorized the payment of the hospital bill submitted by the Good Samaritan Hospital for \$3.00 and the bill submitted by Dr. Charles A. Vance for \$35.00 and the Committee ordered that 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 bills.

* * * * *

N. Gifts.

President Donovan read the following letters to the Executive Committee:

June 2, 1943

President H. L. Donovan
University of Kentucky

My dear President Donovan:

I have just received a \$500 bond of La Compagnie du Telephone Saguenay-Quebec, together with a deed of gift of it from Professor Albert Kocourek. You will recall that Professor Kocourek gave us a very valuable library about two years ago containing a number of periodicals. This bond is to be followed by another bond of the same denomination and by the same maker. These two bonds are 6% bonds and the \$60 per year is intended to keep up the periodicals and make such other additions as are possible to his gift. In view of the fact that Professor Kocourek has had no connection with the University or with the state for many years, this gift of the books and of the two bonds is very interesting. I should be glad to have an expression of appreciation by the Board.

I may say that Professor Kocourek is a very distinguished scholar, has written a number of books on legal philosophy, has been a professor at Northwestern for some thirty years, and has also been active in corporation practice in Chicago.

Very truly yours,

(Signed) Alvin E. Evans
Dean.

June 12, 1943

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

Dear President Donovan:

I enclose check for \$1000 provided by the American Potash Institute, Inc., for the purpose of research. This contribution is made under the conditions that it should be held as a special trust fund of the Kentucky Agricultural Experiment Station, available to the Director. Payment from the fund should be made only on vouchers approved by the Director of the Kentucky Agricultural Experiment Station for this work.

From time to time, additional funds will be furnished us to forward this work. However, under the present difficulty of securing men, I plan to accumulate this fund until a more favorable time for obtaining personnel for its conduct.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director.

The above mentioned gifts were gratefully accepted and the President was authorized to write a letter of appreciation to Professor Kocourek and to the American Potash Institute. It was further ordered that the University place labels upon the law books given by Professor Kocourek properly identifying the library.

O. Resignation of Dr. Lawrence Yates.

The President submitted to the Executive Committee the resignation of Dr. Lawrence Yates dated June 19, 1943, addressed to Dr. L. L. Dantzler and accepted by Doctor Dantzler on said date.

* * * * *

12. Upon motion duly made, seconded and carried, the action of Doctor Dantzler in accepting the resignation of Dr. Lawrence Yates on June 19, 1943, was approved and it was ordered that Doctor Yates' salary be paid through June 30, 1943.

* * * * *

P. YMCA-YWCA Deficit.

President Donovan reported to the Executive Committee that, due to decrease in enrollment of students, the YMCA-YWCA would experience a small deficit for the current year.

* * * * *

13. Upon motion duly made and seconded, the Comptroller was authorized to make an additional allotment to the YMCA-YWCA, necessary to take care of the deficit.

* * * * *

Q. Foreign Students Scholarships.

Recommendations of the Committee on Foreign Students:

That Mr. Jorge Cesar Romero from Argentina be awarded a \$600 fellowship, this being the second Haggin Foreign Student Fellowship for the school year 1943-44, the first appointee having declined to accept the second fellowship.

That Miss Segarro from Ecuador, be awarded a Free Tuition Scholarship in the University of Kentucky for the school year 1943-44, to study teaching methods in history and geography.

R. Appointments and Other Staff Changes.

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

College of Arts and Sciences

Appointments

George H. Nelson, junior technician in the Department of Bacteriology, twelve months basis, effective July 1, 1943.

Miss Joan Akers, librarian, Carnegie Music Set, effective June 1, through August, 1943.

Mrs. Aughtum Howard, substitute teacher to take the place of Professor Rees, who substituted for two days for Professor Brown, effective June 9, 1943.

Cancellation of appointment of J. H. Wright, instructor in the Department of Physics. Mr. Wright has been working with the Naval Ordnance Laboratory; was not allowed to resign his place without prejudice. He declined to leave his position with prejudice.

Miss Edith Riggs, secretary in the Department of Chemistry, employment continued from June 1 to July 1, 1943.

Mrs. Katherine Worthington, secretary in the Department of Athletics, continuation of appointment through June on half-time basis.

Mr. Charles Smith, associate professor of Political Science for the year 1943-44, ten months basis, and acting head of the department and associate professor for the summer school.

Miss Rosana Blake, graduate assistant in the Department of Political Science for 1943-44, effective September 1, 1943.

Mrs. Lucille N. Clay, graduate assistant in the Department of English for the first term of the Summer Quarter.

Salary Adjustments

Mr. Menno Fast, instructor in the Army Training Program changed to graduate assistant until May 10, and then as part-time instructor in the Department of Physics, effective May 1 to July 1, 1943, with adjustment in salary.

Mr. S. J. Allen, part-time instructor in the Department of Physics, changed to full-time instructor, with adjustment in salary.

Leaves of Absence

Dr. Amry Wandenbosch, Professor and Head of the Department of Political Science, leave extended to January 1, 1944, in order to continue his work with the State Department, Washington, D. C. Leave is without salary.

Mr. John E. Reeves, Assistant Professor in the Department of Political Science, leave effective from July 1, 1943, to July 1, 1944, without salary. Professor Reeves wishes to accept appointment as legislative analyst in the Federal Department of Agriculture. Leave is without salary.

Dr. Leon W. Cohen, Professor of Mathematics, leave extended to September, 1944. Leave is without salary. Dr. Cohen is to teach in the Navy engineering program at the University of Wisconsin.

Resignations

Mrs. Mary King Kouns, instructor in the Department of Physical Education, effective May 24, 1943.

Miss Nancy Miller, librarian-secretary-reviser in the Department of Library Science, effective July 1, 1943.

College of Agriculture and Home EconomicsAppointments

Mr. Robert H. Fike, assistant county agent in Pike County, effective June 1, 1943.

Mr. Keith Kelley, assistant county agent in Calloway County, effective June 7, 1943.

Mrs. Mae R. Leslie, Pikeville, Ky., home agent helper, effective June 1, 1943.

Miss Augusta Ray, assistant home demonstration agent in Clinton and Hickman Counties, effective June 1, 1943.

Miss Myrtle Binkley, assistant home demonstration agent in Barren County, effective June 7, 1943.

Miss Laverne Burnette, assistant home demonstration agent in Hopkins County, effective June 7, 1943.

Mr. Carl H. Lay, assistant county agent in Christian County, effective June 7, 1943.

Miss Frances Morgerson, assistant home demonstration agent in Hardin County, effective June 7, 1943.

Miss Kathryn G. Sebree, assistant home demonstration agent in Fayette County, effective June 1, 1943.

Mr. Joe Howard Anderson, county agent helper in Harrison County, on temporary part-time basis, effective June 10 to August 31, 1943.

Salary Adjustment and Change in Location

Mrs. Ruth E. Marralson, home demonstration agent in Hopkins County, transferred to Jefferson County as home demonstration agent, effective July 1, 1943. Travel allowance and stenographic assistance to be furnished by county.

Resignations

Mr. Paul Pinney, clerk in the Department of Farm Economics, Experiment Station, effective July 31, 1943.

Mrs. Claire D. McKinster, home agent helper, effective May 31, 1943.

Miss Elsie Marie Childress, clerk in the Department of Animal Industry, effective June 14, 1943.

Miss Anne Scott Dickens, Assistant Librarian, Experiment Station Library, effective June 30, 1943.

Mrs. Beatrice C. Bruner, assistant in personnel, Department of Administration, effective June 7, 1943.

Miss Florence Bender, assistant professor of Home Economics, effective June 5, 1943.

Mr. Clarence W. Cobb, shipping clerk, effective June 9, 1943.

Miss Catherine T. Johnson, home demonstration agent in Jefferson County, effective June 30, 1943.

Termination of Leave

Miss Mary Mumford, assistant professor of home economics, effective June 7, 1943.

Change of Status

Mr. Edmund J. Kinney, Professor of Farm Crops and Agronomist in Charge of Tobacco and Cereal Investigations, changed to Professor of Farm Crops and Head of the Department of Agronomy, effective July 1, 1943.

College of EngineeringAppointment

Miss Edna W. Murphy, machinist in the Department of Mining and Metallurgical Engineering, in connection with the Ferritic Steel Project-3054. The appointment is on a temporary basis, effective May 15, 1943, and to be charged against funds for this project.

Leave of Absence

Mr. James W. May, Associate Professor of Heating and Ventilating Engineering, leave without pay, effective June 5, 1943. Professor May expects to go into industrial work with a company devoting most of its time to war work.

Army Specialist School - Resignation

James E. Delaney, instructor on a temporary basis, effective June 9, 1943. Mr. Delaney is resigning to go into the Navy.

College of CommerceAppointments

Mr. Fred Dial, instructor, part-time, in the first term of the Summer Quarter.

Miss Lucille Taylor, instructor, part-time, in the first term of the Summer Quarter.

Mr. E. R. Holley, part-time instructor, in the first term of the Summer Quarter.

* * * * *

14. On motion duly made, seconded and passed,
the recommendations of the President were
concurring in by the Executive Committee.

* * * * *

§. Adjournment.

There being no further business, the meeting was adjourned.

Frank D. Peterson
Secretary, Board of Trustees