

Irregularities

MINUTES OF THE EXECUTIVE COMMITTEE
OF THE UNIVERSITY OF KENTUCKY
November 21, 1917.

The Executive Committee of the University of Kentucky met in the President's office on the above named date with the following present: Chairman C. B. Nichols, Messrs. John E. Brown, C. B. Terrell, Doctor S. B. Marks, and President McVey.

On motion of Mr. Terrell, the reading of the minutes of the previous meeting was dispensed with.

President McVey reported a set of Rules and Regulations governing the action of the Board of Trustees, which were read to the Committee and discussed. Upon motion of Mr. Brown, seconded by Doctor Marks, the Rules and Regulations were approved and recommended to consideration of the Board of Trustees in its next meeting.

In this connection, President McVey reported that the faculty had now under discussion similar rules governing its activities which would be adopted and reported to the Board later.

Under heading of reports, the Building Committee made a brief report on the progress of work of reconstructing the Mulligan home for occupancy of President McVey, which was to the effect that the work was proceeding satisfactorily.

Dean Anderson of the College of Mechanical and Electrical Engineering submitted his monthly report containing a number of recommendations, and which was, in full, as follows:

November 20, 1917.

President Frank L. McVey,
University of Kentucky.

My dear President McVey:-

I have the honor to submit to you according to the ruling of the Executive Committee, my monthly report

together with recommendations relative to the College of Mechanical and Electrical Engineering.

THE DEATH OF JOSEPH DICKER:

On October 31 the University suffered the loss of Mr. Joseph Dicker, who was very largely responsible for the upbuilding of the College of Mechanical and Electrical Engineering. Mr. Dicker had been in the employ of the Institution for over twenty six years and he rendered a distinguished service in the training of young men. He not only gave to every young man who came within his influence a great appreciation of mechanic arts but he instilled into the heart of every one ideals that will be carried through life and I believe that there has never been a man in the Institution who has been a greater influence for good than the late lamented Joseph Dicker. Anyone who attended the funeral of this good man could not help but be impressed with the certainty with which he had won his way into the hearts of the best men of this community. I have on very few occasions witnessed tributes to a dead man that were as sincere and varied. A movement has already been started by the alumni to put in the entrance hall of Mechanical Hall a bronze tablet and in the senior room a full-length portrait of this plain yet marvelous man.

RECOMMENDATIONS:

First: I respectfully request that the Executive Committee order paid the salary payments that would have come to Joseph Dicker during November and December, to his sister, Mary Dicker.

Second: I recommend that Mr. John B. Dicker, now in charge of our Wood Shops, be given the title borne by his uncle, Mr. Joseph Dicker, Superintendents of Shops, and that his salary be, after the first of January, at the rate of \$1300.00 a year, which was the salary paid Joseph Dicker.

Third: I recommend that Mr. Gordon Thurman, now assistant in the engineering laboratories at a salary of \$840.00 a year, be made instructor in machine shop and that his salary, after the first of January, be at the rate of \$1000.00 a year, which is the amount now being paid John B. Dicker.

Fourth: I recommend that Mr. Isaac Watkins, now engineer in the experimental laboratories at a salary of \$600.00 a year, be made assistant in the engineering laboratories and that his salary, after the first of January, be \$840.00, which is the salary now being paid Gordon Thurman.

Fifth: I recommend that authority be given for the employment of a man to take Mr. Isaac Watkins' place as engineer in the experimental laboratories, beginning of service to be January first and the salary to be at the rate of \$600.00 a year, which is the salary now being paid Isaac Watkins.

The carrying out of the plans in the recommendations suggested above will mean no additions to the budget and will enable us to recognize the efficient and long service of the men who have been connected with the Department of Practical Mechanics.

I respectfully request that the traveling expenses of F. Paul Anderson to New York and return to attend the annual meeting of the American Society of Mechanical Engineers during the week of December third be authorized. For a number of years the writer has attended these yearly meetings and I think it is desirable that engineers should come in contact at least once a year with notable and distinguished men who are solving the important commercial problems in mechanical and electrical engineering.

I take pleasure in submitting to you a plan we have introduced for a graphic study of the time devoted to study outside of class room periods by the members of our senior class. The purpose of this study is to equalize, if possible, the requirements of the various subjects taught the senior mechanical and electrical engineers. With the chart you will observe a time card that is handed in each week by the respective seniors. The rated number of hours shown on the card are on the basis of the credit hours at present given to each subject in the curriculum. In order to make the proper distribution of the time required for preparation of subjects there should be a coincidence of credits given and relative amount of time required for preparation of each subject.

Respectfully submitted,

F. Paul Anderson, Dean.

Upon approval of President McVey, Mr. Brown moved that the recommendation of Dean Anderson contained in the foregoing report be approved by the Board. Seconded by Mr. Terrell, upon roll call, the said recommendations were unanimously approved.

The following recommendations made by George Roberts, Acting Dean, College of Agriculture, and approved by President McVey, were concurred in by the Board unanimously:

Miss Grace L. Snodgrass, Librarian of the Experiment Station, to succeed Miss Cornelia C. Page, resigned, appointment to take effect as of November 1, 1917 at a salary of \$55.00 a month.

Miss Ruth Duckwall to be stenographer in the Department of Farm Management to work three fifths time, that is, $4\frac{1}{2}$ hours a day at a salary of \$30.00 a month, one half to be paid by the Experiment Station, and the other half to be paid by the Extension Division, appointment to become effective as of November 1.

Mr. C. Georgieff as laboratory assistant in Bacteriology with pay of \$25.00 a month, $\frac{2}{3}$ to be paid by the Experiment Station, and one third out of Mr. Gott's budget for Bacteriology.

Miss Hazel Adams as stenographer in the Extension Division, Home Demonstration office, at a salary of \$60 a month, effective as of November 1, the increase of \$10.00 a month to be paid out of Extension funds.

The Business Agent submitted the following as his monthly report. Action by the Board on various items contained therein is indicated parenthetically at the close of the several paragraphs:

November 21, 1917.

To President Frank L. McVey,
and the Executive Committee
of the University of Kentucky.

Gentlemen:-

FINANCIAL REPORT

I submit herewith financial report for October, 1917, under the heads-

Trial Balance of Funds- Exhibit 1;

Statement of Conditions of Funds and
Appropriations; Exhibit 2;

Detailed Statement of Money Received in
October; Exhibit 3;

Abstract of Payments, Trust Funds,
(Patterson Hall), Exhibit 4;

also I submit a statement showing appropriations in addition to the original budget; Exhibit 5; and a detailed statement of Student Fees, Exhibit 6.

COAL

The Wyatt Coal Company has added 35 cents per ton to our contract through Kinkead Coal Company. It seems from my investigations that the Company is within its contract in doing this. I submit correspondence concerning the increase, Exhibit 7.

(On motion of Mr. Brown, seconded by Doctor Marks, the question of increased cost of coal was referred to a committee composed of President McVey, the Business Agent, and Mr. Stoll.)

DEPARTMENT REQUESTS

Appropriations:

Mrs. Stout asks for an appropriation for Physical Education for Women. She was given \$130 in budget. Out of this she employs a pianist at a cost of \$112.50. I submit her letter, Exhibit 8 in which she asks that she be allowed \$112.50.

(President McVey recommended that an allowance of \$150 be made to cover this item. Adopted by the Board on roll call.)

Purchase of Pump-

Professor Anderson found it necessary to purchase without delay a pump for his power boiler house. The cost is \$100. He thinks this is properly a charge against Building and Repairs. He says he is willing to pay half from his appropriation for supplies, and asks that half be paid by special appropriation.

(On recommendation of the President, Dean Anderson's request was approved by the Board on roll call.)

Lexington Herald Account-

The Lexington Herald Company has rendered an account against Mechanical and Electrical Department for newspapers and postage. As this account was made without order from the business office, I submit it to you for approval. Exhibit 9.

(Suggested that President McVey procure from Dean XK-

Anderson an explanation of this unauthorized account.)

Janitors' Wages- I submit Exhibit 10, request of Professor Noe that the wages of his janitor be increased to \$35.00. The point is well taken.

(On recommendation of the President, the Board approved the request of Professor Noe and said increase an roll call was allowed).

REPAIRS

Repairs at President Patterson's Residence-- The furnace was put in repair at a cost of \$50.00. The janitor says it is working well. Work is about completed on the carriage house. The cost will approximate \$40.00. President Patterson has complained to me about his fence, and has told me that he expects to present the matter to the Executive Committee.

(Received).

Commandant's Dwelling- Repairs on Commandant's dwelling have been completed and Captain Royden and family have moved into it. The total cost to date is \$262.90. This includes \$56.90 in work and material in addition to that on which estimate was made. He requests window shades which will cost about \$6.00 more.

(Approved).

Mulligan Property- The cleaning up of the grounds has been completed so far as can well be done at present. The progress on the house seems to be fair. No bills have been submitted by contractor for payment. No additional insurance has been taken out, the architect having agreed to keep us informed as to when that will be necessary.

TORNADO INSURANCE

We are asked to return tornado policies written by the Sun Insurance Office for cancellation. It seems that we do not carry insurance enough but Exhibit 11, will explain in detail. Policy No. 9639288 for \$3000 is on the Main Building. There is another policy on the Main building for \$2000. Policy No. 9039289 for \$2500 is on the Science building. There is no other tornado insurance on that building. Our tornado losses last year amounted to nearly \$1000.

(Mr. Brown suggested the matter be referred to a committee to investigate during the winter months. Same was referred to Business Agent and President McVey with power to act.)

KENTUCKY KERNEL

The report on student fees shows that the Kernel on October 1, was entitled to \$675.00. It takes \$140 each month to meet the expense of publication. Advertising brings in

approximately \$40.00 monthly. If the paper is issued for eight months, there will be a deficit of about \$123.00, which added to last year's deficit would make the total \$350.00.

This means that publication will be suspended for the year about two and one half months before the close of the University year unless help is secured, and it seems that the only hope for help is from the University. This can be made done either by a loan or by an appropriation. A loan can be made by payment of approved bills and charging them to Kentucky Kernel advance account is now carried. There are three ways of finally disposing of such an indebtedness. One way is by a subscription campaign among the alumni and friends. Such a campaign can be made a success only by the assurance of the continuation of the paper, and subscriptions can be held only by the continued publication of a paper up to at least its present high standard. It may be well to say that a publication such as we now have is one of the main sources, perhaps the chief source of student enthusiasm. Another way is by gradual reduction of the debt as the student body grows each year, and the Kernel's allowance is thereby increased. The last report of course is by charging to loss account.

(Referred to President McVey with power to act.)

PAPER ON HAND

You have made inquiries concerning the book paper in hands of the Experiment Station, and I think best to report as to that. It is my information that Mr. Gwsley purchased this paper a short time before the printing plant was sold. The cost including insurance now amounts to $8 \frac{2}{5}$ cents per pound. Mr. H. E. Curtis has sold $161 \frac{1}{5}$ reams of the paper at approximately nine cents per pound. There are on hand $441 \frac{9}{10}$ reams of 60 pounds each. If sold at this rate there will be a profit of about \$100 on the purchase. However, the sale has been slow and probably will be slow because it is in 25 X 38 sheets instead of 50 X 38 sheets, the size used by the large printing concerns.

The paper was purchased from the Whitaker Paper Company of Cincinnati. Mr. Curtis tried to get that company to take it back, but they offered only $7 \frac{1}{2}$ ¢ per pound. I have asked them for a price on it within the last month and they made no better offer.

Very respectfully,

D. H. Peak, Bus. Agent.

TRIAL BALANCE FUNDS

Combined Funds

General Fund, overdraft and Outstanding checks		\$22478.34
General Fund, outstanding checks	\$17813.18	
Experiment Station Fund, Balance	21748.32	
Experiment Station, Outstanding checks	11610.28	
Extension Fund, Balance	16645.79	
Extension Fund, Outstanding checks	8846.43	
Trust Funds, Balance	2304.45	
Trust Funds, Outstanding checks	176.09	
Cash on hand		952.20
Bank Balance		55714.00
	<u>79144.54</u>	<u>79144.54</u>

GENERAL FUND

Cash on hand July 1		2770.30
Federal Appropriation		42750.00
Half Mill Tax		3667.07
Interest on Bond		
State Appropriation		
Interest		
Agric. Extension Fund Approp.		
General Education Board		500.00
Student Fees	13578.82	
Rents		
Sundries	409.06	
Department credits	450.26	
Accounts Receivable	5155.75	
Loan	<u>5000.00</u>	
Other Funds	24593.89	24593.89
Checks on Other Funds		65989.34
Phoenix-3rd Account		
July 1-	24162.05	
Phoenix-3rd Account		
November 1	<u>22478.34</u>	1683.71
Checks cancelled		725.93
	<u>71340.12</u>	<u>71340.12</u>

EXPERIMENT STATION FUND

Hatch Fund	2841.38	
Fertilizer Fund	26350.36	
Farm Fund	1559.43	
Food and Drug Approp.		2154.22
Interest Fund		3.52
Feed Fund	29718.35	
Adams Fund	3384.69	
Serum Fund		32862.80
State approp.		4284.99
Printing		2800.36
Cash		927.20
Bank Balance		32431.40
Outstanding checks	<u>11610.28</u>	
	75464.49	75464.49

EXTENSION FUND

Balance last year	16.58	
Federal Smith Lever Fund	16426.71	
State Smith Lever Fund	202.50	
Bank Balance		25467.22
Cash		25.00
Outstanding checks:		
State	3364.39	
Federal	<u>5482.04</u>	
	8846.43	
	<u>25492.22</u>	25492.22

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TRUST FUND-PATTERSON HALL

Balance on hand	2304.45	
Outstanding checks	176.09	
Bank balance		2480.54
	<u>2480.54</u>	2480.54

ACTUAL BALANCE

Experiment Station Fund	\$21748.32
Extension Fund	16645.79
Trust Fund	<u>2304.45</u>
	40698.56
General Fund Overdraft	<u>22478.34</u>
Actual Balance	18220.22

STATEMENT OF CONDITION OF FUNDS

General Fund

	<u>Income</u>	<u>: Spent in</u>	<u>: Spent to</u>	<u>: Balance</u>
		<u>: October</u>	<u>: date</u>	<u>: Fund</u>
Federal Appropriation	42750-			42750-
Half cent tax	59500-			59500-
Interest on Bonds	8644.50			8644.50
State Appropriation	85000.00	34425.63	22981.74	32018.26
General Educ. Board	3000.00	250.00	1000.00	2000.00
Interest	2000.00	- --	- --	2000.00
Agric. Approp.	5000.00	- --	- --	5000.00
Student fees	12725.00)			
Sundries	250.00)			
Rents	240.00)	1346.38	9220.41	5240.94
	<u>219109.50</u>	<u>36022.01</u>	<u>63202.15</u>	<u>156953.70</u>

	<u>October</u>	<u>Receipts</u>	<u>Spent</u>	<u>Bal-</u>	<u>Over-</u>
	<u>Receipts</u>	<u>to date</u>	<u>to date</u>	<u>ance</u>	<u>draft</u>
Federal Appropriation	--	42750.00	- --	42750-	
Half cent tax	--	--	- --	--	
Interest on Bonds	--	--	- --	--	
State Apprriation	30758.56	49314.67	52981.74	--	3667.0.
General Educ. Board	750.00	1500.00	1000.00	500-	
Interest	--	--	--	--	
Agric. Approp.	--	--	--	--	
Student Fees	422.50	13576.82)			
Sundries	185.00	444.53)			
Rents	- --	- --)	9220.41	4800.94	
	<u>32116.06</u>	<u>107586.02</u>	<u>63202.15</u>	<u>48050.94</u>	<u>3667.</u>

Experiment Station Fund

	<u>Income</u>	<u>Spent in October</u>	<u>Spent to date</u>	<u>Balance Fund</u>
Hatch Fund	15000-	625.62	4658.62	10341.38
Fertilizer	40992-	2919.06	12146.28	28845.72
Farm Sale Fund	24000-	1315.73	6106.18	17893.82
Food & Drug Ap.	3000-	2154.22	8307.40	21692.60
Feed Stuffs fund	26579-	2012.40	5409.54	21169.46
Adams Fund	15000-	735.49	4115.31	10884.69
Serum Fund	31208-	2873.66	12360.23	18847.77
50 M. Approp.	5000-	4551.22	19925.84	30074.16
Printing	--	--	20.31	--

232779- 17087.40 73049.71 159749.60

	<u>October Receipts</u>	<u>Received to date</u>	<u>Spent to date</u>	<u>Balance</u>	<u>Over- draft</u>
Hatch Fund	3750.00	7500.00	4658.62	2841.38	
Fertilizer	3423.25	19032.00	12146.28	6885.72	
Farm Sale	957.73	4889.73	6106.18		1216.45
Feed & Drug Ap.	2311.32	6153.18	8307.40		2154.22
Feed Stuff Fund	2519.00	8330.30	5409.54	2920.76	
Adams Fund	3750.00	7500.00	4115.31	3384.69	
Serum Fund	1929.54	7706.39	12360.23		4653.84
50 M. Approp.	3927.19	15640.85	19925.84		4284.99
Printing	631.45	1012.83	20.31	992.52	

23199.48 77765.28 73049.71 17025.07 12309.50

Extension Fund

	<u>Income</u>	<u>Spent in October</u>	<u>Spent to date</u>	<u>Balance Fund</u>
Federal Smith- Lever Fund	66235.13	6009.00	21621.35	44613.78
State Smith L. Fund	35235.13	4173.71	16601.55	18633.58

101470.26 10182.71 38222.90 63247.36

	<u>October Receipts</u>	<u>Received to date</u>	<u>Spent to date</u>	<u>Balance</u>
Federal Smith- Lever Fund	--	38048.06	21621.35	16426.71
State Smith L. Fund	4202.87	16804.05	16601.55	202.50
	4202.87	54852.11	38222.90	16629.21

On announcement of President McVey that the American University Union in Europe had communicated with the University of Kentucky, asking it to take membership in that organization, he explained that the purpose of this body was to meet the needs of American University and College men who are in Europe for military or other service in the cause of the allies. President McVey explained that the University was asked to enter on the plan that was extended to all Universities; namely, that each should pay an entrance fee proportionate with the number of graduates thereof. He said that the University's fee under this arrangement would be \$100.00.

On motion of Mr. Brown, seconded by Doctor Marks, the recommendation of the President that the University of Kentucky enter this organization was approved by unanimous vote on roll call, and the sum of \$100. was appropriated to meet the expense of entrance.

Under the heading of "Appointments", President McVey submitted the following from the Extension Department, College of Agriculture, all of which were approved by the Committee:

E. F. Boyd, County Agent, Farm Demonstration, in Mason County, salary \$1200 for 12 months, beginning October 1.

Joseph Harth, Emergency Assistant County Agent, Farm Demonstration, Bullitt County, salary of \$100 a month for 7 1/6 months, beginning November 26.

Elsie Margaret Speck, Urban Home Demonstration Agent, Home Demonstration, City of Paducah, salary \$100 a month for eight months, beginning November 1.

Eliza Gathright Martin, Emergency Home Demonstration Agent, Jefferson, Bullitt, Spencer and Anderson Counties, salary \$75 a month for 8 months beginning November 1.

Mary Effie Means, County Home Demonstration Agent, Christian County, salary \$100 a month for 3 1/2 months beginning October 1.

Mrs. Ozema Tully Lyle, County Home Demonstration Agent, McCracken County, salary of \$100 a month for two months beginning November 1.

Thomas Margis Jones, Emergency County Agent Farm Demonstration, Breathitt, Lee and Morgan Counties, salary \$100 a month for 8 months beginning November 1.

Gordon B. Nance, Emergency Assistant County Agent, Livingston County, salary of \$100 a month, 8 months beginning November 1.

Charles B. Varney, Emergency County Agent, Farm Demonstration, Johnson County, salary 116.66 $\frac{2}{3}$ a month for 8 months beginning November 1.

Leslie Brown, Farm Demonstration, Pike County, \$100 a month for 8 months, beginning November 1.

Fay Overton Townes, Emergency County Agent, Farm Demonstration, Pendleton County, \$133.33 $\frac{1}{3}$ a month for 8 months beginning November 1.

Mary Jarvis, Home Demonstration Agent, Hart County, salary \$100 a month, 2 months, beginning November 1.

Lillian Rice Brashear, County Home Demonstration, Marshall County, \$100 a month for four months beginning November 1.

Mrs. George O'Hatton, Emergency Home Demonstration Agent, Clay, Knox, Bell, and Harlan Counties, \$75.00 a month for eight months beginning November 1.

Nora K. Sullivan, Home Demonstration Agent, Floyd County, \$100 a month, 1 $\frac{2}{3}$ months, beginning September 10.

Mrs. E. J. Richardson, Emergency Home Demonstration Agent, Meade, Hancock, Breckinridge and Grayson Counties, \$75.00 a month, 8 months beginning November 1.

H. D. Caudill, Emergency Group County Agent, Farm Demonstration, Letcher, Leslie, and Harlan, \$100 a month for eight months beginning November 1.

Julia B. Greene, Emergency Home Demonstration Agent, City of Louisville (Col. People) \$50.00 a month, 8 months beginning November 1.

Fleety Lynn, Home Demonstration Agent, Lyon County, \$100 a month for ten months, beginning November 1.

Fred H. Spickard, Emergency Assistant County Agent, Farm Demonstration, Webster County, \$100 a month, for 7 $\frac{1}{2}$ months beginning November 16.

Pauline Carter, Emergency Home Demonstration Agent, Pike, Floyd, Johnson, Martin, \$75.00 a month for 7 $\frac{1}{2}$ months beginning November 16.

W. R. Reynolds, Emergency District Agent Farm Demonstration parts of Eastern Kentucky, \$150 a month, 7½ months beginning November 16.

W. R. Reynolds, County Agent Farm Demonstration, Jackson, Clay, Owsley (under T.H. Collins, Supervising Agent) \$133.33 1/3 a month for one half a month, beginning November 1.

Miss Artie Ashbrook, Emergency Home Demonstration Agent, \$75.00 a month, 7½ months beginning November 16.

R. O. Bate, Emergency Assistant County Agent Farm Demonstration \$100 a month, 7½ months, beginning November 16.

H. L. McMurry, Emergency County Agent, Farm Demonstration, Knott/ County, \$116.66 2/3 for 7½ months beginning November 16.

Miss Rhoda Wadlington, Home Demonstration Agent, Boyd County. \$125 for four months beginning November 8.

Miss Mary Fifthian Hutchcraft, County Home Demonstration Agt. Bourbon County, \$100 a month- four months beginning November 16.

Mrs. Julia R. Gentry, Emergency Home Demonstration Agent, Rockcastle, Estill, Powell, and Lee Counties, \$75.00 a month, 7½ months beginning November 16.

Miss Lottie C. Farris, Home Demonstration Agent, Madison County, \$100 for 12 months, beginning July 14, 1917.

Miss Eva May Epperson, County Home Demonstration Agent, Trigg, \$100 for 12 months, beginning November 11.

Pauline Carter, County Home Demonstration Agent, Johnson County for three months beginning August 1.

Miss Martha W. Potter, Home Demonstration, Warren, Butler, Edmonson, Barren, Metcalfe and Allen Counties, \$75.00 a month 7 months, 19 days, beginning November 12.

Mrs. Octavia G. Evans, Home Demonstration Agent, Daviess County. \$83.33 1/3 a month for 2 2/3 months beginning October 11.

Mrs. Ruth Card, County Home Demonstration Agent, Fulton County, \$100 a month for 12 months beginning November 12.

Mrs. W. H. Kline, County Home Demonstration Agent, Livingston, \$100 for four four months, beginning November 12.

J. N. Feltner, Emergency Assistant Boys' Club Work, Eastern Kentucky, salary \$125 a month (average) 8 months, beginning Nov. 1.

E. V. Layton, County Agent Farm Demonstration, Lyon County, \$100 a month for two months beginning November 1.

Mattie L. Spiller, Urban Emergency Home Demonstration, Covington, Newport, (Col. people), \$50 a month for 8 months beginning Nov. 1.

Wilhelmini M. Dietemeir, Emergency Home Demonstration Agent, Covington and Newport \$100 a month for eight months beginning November 1.

Freda M. Heller, County Home Demonstration Agent, Fulton, \$100 a month for 12 months beginning November 1.

Jennie C. Grubbs, Home Demonstration Agent, Boyle County, \$100 a month for 5 months, beginning October 1.

Roxie Campbell, County Home Demonstration Agent, Whitley County, \$100 a month for five months, beginning October 17.

Lewis G. Tinder, Emergency Assistant County Agent Farm Demonstration, Lincoln County, \$100 a month for 8 months beginning November 1.

On motion of Mr. Terrell, seconded by Mr. Brown, the Board, on call of the roll, by unanimous vote, appropriated \$250 to be used for Extension of publication of the Law Journal in association with the State Bar Association.

On recommendation of President McVey, Mr. Brown moved that the Business Agent be authorized to place all funds of the University in one bank account; that a special form of voucher check be prepared for use in making payments from this fund; and further that the plan for this change be submitted first to the President for approval before being placed into effect. Seconded by Doctor Marks, this motion was adopted by unanimous vote on roll call.

On recommendation of the President that the expenses of Miss Mary Sweeney, in attendance upon the Association of Agricultural Colleges and Experiment Stations at Washington, where she was to appear upon program, be paid by the University, was adopted unanimously on call of the roll.

President McVey announced to the Board that in accordance with a former ruling he was ready to make recommendation of a Dean of the College of Agriculture and Director of the Experiment Station to succeed the late Doctor Joseph H. Kastle, and offered for

consideration the name of Thomas P. Cooper, Fargo, N.D. Doctor McVey gave to the Board a general statement concerning the achievements of Mr. Cooper, and his reason for believing that his equipment was adequate and ample to meet all requirements of the position for which he was recommending him. He stated in this connection that he would later prepare for the Board a sketch of Mr. Cooper, which would set forth in detail his qualifications, his achievements, and his reputation in this particular field of work.

President McVey then formerly recommended the appointment of Mr. Cooper at a salary of \$6000 a year. He asked for the approval of the Executive Committee that the matter might go at once to the Board of Trustees for ratification.

On motion of Mr. Terrell, seconded by Mr. Brown, the recommendation by President McVey of Thomas P. Cooper for the position of Dean of the College of Agriculture and Director of the Experiment Station was approved by unanimous vote, and the said recommendation ordered sent to the Board of Trustees for final approval.

The vote on this motion was Messrs. Nichols, Brown, Terrell, and Doctor Marks Voting aye, Nays, none.

On request of President McVey for authority to employ a secretary to the President at a salary between \$1600 and \$1800 a year, said secretary to take up the work January 1, 1918, Mr. Brown moved that the Board authorize President McVey to employ a secretary at a salary not exceeding \$1800 per annum, to be pro rated out of University and Experiment Station funds. Seconded by Mr. Terrell, on call of the roll, this motion was adopted by unanimous vote.

Dean P. P. Boyd, of the College of Arts and Science submitted a request that Miss Teresa Buchignani be employed as his Secretary at a salary of \$65.00 a month, with the understanding that Miss

Buchignani also perform the stenographic service connected with the office of the Secretary of this Board. On motion, duly seconded, Doctor Boyd's request was approved by unanimous vote on call of the roll.

On motion of Mr. Brown, seconded by Mr. Terrell, Business Agent, D. H. Peak, was authorized to employ a stenographer at a salary not to exceed \$60 a month, the vote being unanimous on roll call.

On recommendation of Dean P. P. Boyd, the Board authorized an expenditure of \$55 to pay for the printing of 2000 cards to be sent out by the University to various other Universities and educational institutions announcing formally the incumbency of Doctor Frank L. McVey as President of the University.

On recommendation of Doctor Pontius, Head of the Department of Diseases of Live Stock, the Board, by unanimous vote on roll call, authorized an increase of \$200 a year in the salary of A.L. Broeckner, the same to begin as of November 1, making his salary \$1200.

Communication from the American Short Horn Breeders' Association to E. S. Good, Head of the Department of Animal Husbandry, recommending the purchase of certain short horn animals to be placed at the Experiment Station, was received but action deferred until the meeting of the Board of Trustees.

President McVey advised the Board of the considerable inconvenience and consequent expense to which he and his family are being subjected by reason of necessary delay in improving the Mulligan property to be used as his home. He said he had no

recommendation or request to make but that in the interim he would be compelled to lease a home temporarily elsewhere. Mr. Brown, thereupon, advised that the University assume the expense of this lease until the Mulligan home could be occupied. At this point, President McVey explained that he had in view one furnished house that could be leased at \$85.00 a month but that if the University would assume \$75.00 of this amount, he would take care of the rest. Thereupon, Mr. Brown moved that \$75.00 a month, beginning January 1, be appropriated for the purpose of paying rental on a home for President McVey until such time as the new Mulligan home shall have been made ready for occupancy. Seconded by Doctor Marks, on roll call, this motion was adopted by unanimous vote.

The following report was submitted by the Board of Control of Patterson Hall, and ordered spread upon the minutes:

Financial Report of Patterson Hall
for Month ending November 1st.

Bank balance October 1	\$2744.74
Collections and deposits October	2101.11
	<u>\$4845.85</u>
Checks paid in October	2165.31
	<u>\$2680.54</u>
Transferred to University Account	200.00
Bank balance November 1st	<u>2480.54</u>
Accounts due	243.49
	<u>2724.03</u>
Outstanding checks October 31	<u>176.09</u>
Actual balance.	<u>2547.94</u>

Respectfully submitted,

Elizabeth King Smith,
Secretary Board of Control.

On motion, the meeting adjourned.

Very respectfully submitted,

Elizabeth King Smith
Secretary.