

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, October 16, 1953.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the Office of the President Friday, October 16, 1953, at 10:30 a. m., with the following members present: Guy A. Huguelet, Chairman; R. P. Hobson, J. C. Everett and Harper Gatton. Absent: Smith D. Broadbent. Also present were President H. L. Donovan and Secretary Frank D. Peterson.

A. Approval of Minutes.

On motion duly made, seconded and carried, the minutes of the Executive Committee of July 17, 1953, were approved as published.

B. Report of the Comptroller.

The Comptroller made financial report for the first quarter of the current fiscal year, as of September 30, 1953. The report consisted of a balance sheet and a statement of income and expenditures for July, August and September.

The report was examined by members of the Committee and explained by the Comptroller. Upon motion duly made, seconded and carried, the report was authorized received and filed.

C. State Requisitions and Other Purchases Approved.

President Donovan submitted a letter from the Comptroller listing state requisitions and other documents authorized and purchases made by the Comptroller's Office for the period July 1 through September 30, 1953. He read the following letter:

October 3, 1953

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

My dear President Donovan:

I submit a list of state requisitions, advices of emergency purchases, special purchase orders and departmental purchases which have been made by the purchasing division from July 1, 1953 through September 30, 1953, yet to be approved by the Board of Trustees. The listing below gives the numbers of the documents requesting the purchase or actually issued as purchase orders, which documents are made a part of this record and are held in the Office of the Comptroller subject to inspection. The purchases have been made on properly drawn documents at the request of the various departments and have been charged against available funds.

State Requisitions numbered	1 through 301
Emergencies	1 through 81
University D Orders	16460 through 16510
Special Orders	1 through 902.

The foregoing record of purchases is respectfully submitted with the request that they be approved by the Board of Trustees, thereby ratifying the action of the Comptroller in making the purchases.

Respectfully submitted,

(Signed) Frank D. Peterson
Comptroller.

Members of the Committee being sufficiently advised, on motion duly made, seconded and carried,

State Requisitions numbered	1 through 301
Emergencies	1 through 81
University D Orders	16460 through 16510
Special Orders	1 through 902

were authorized approved, and the action of the Comptroller in making the purchases as indicated was ratified.

D. Budget Changes.

President Donovan submitted a list of budget changes, as evidenced by Form 26, Payroll Change - Budget Transfer. He advised that the increases and decreases reveal a net decrease in budgets of \$9,729.01. He recommended that these changes, as evidenced by letter from the Comptroller, be authorized and approved.

Upon motion duly made, seconded and carried, the list of budget increases and decreases was approved and ratified, and the list was directed to be filed with the Secretary of the Board.

E. Rental of Northern Extension Center.

President Donovan submitted a lease agreement between the Board of Education of the City of Covington and the University of Kentucky, for the use of facilities of the Board of Education of the City of Covington, for the operation of the University of Kentucky Northern Extension Center.

President Donovan explained that the lease was for adequate and suitable classroom and office space in the First District School and Holmes High School buildings, where there will be no conflict with requirements of the students in the city schools. The contract is a continuation of an existing contract and carries a rental for space, heat, light, water and general toilet facilities in the

sum of \$2,500.00, for a twelve-months period.

Upon motion duly made, seconded and carried, the contract was approved and authorized executed on behalf of the University.

F. Meeting of the Association of Governing Boards.

President Donovan called attention to a meeting of the Association of Governing Boards of State Universities and Allied Institutions for 1953. The Association meeting will be held at the University of Florida from November 30 through December 5, 1953.

President Donovan advised that the University would pay the expenses of any of the Board members who could attend the meeting and represent the University. Members of the Committee present expressed interest but were unable to arrange to make the trip.

G. Doctor Cochran to Do Outside Work.

President Donovan submitted a request from Dr. Lewis W. Cochran, Assistant Professor of Physics, to serve as consultant at Oak Ridge National Laboratory. The request was recommended by Professor Webb, Acting Head of the Department of Physics, and concurred in by Dr. M. M. White, Dean of the College of Arts and Sciences. President Donovan explained that Doctor Cochran would probably visit the Laboratory at Oak Ridge about one day a month, and that his services as special consultant would not interfere with his teaching schedule at the University.

The Committee was advised that the work required of Doctor Cochran was of a special type and not readily obtainable elsewhere. The President recommended that the request be granted.

Upon motion duly made, seconded and carried, the Committee concurred in the recommendation of the President.

H. Gifts.

From: Miss Virginia Clark, Lexington, Ky.
--Check for \$50.00.

President Donovan reported receipt of check for \$50.00 from Miss Virginia Clark, Lexington, who wished the fund placed to the credit of Account 3044-A, the Victor Hammer Graphic Arts Collection. He recommended that the check be accepted.

Upon motion duly made, seconded and carried, the gift of \$50.00 from Miss Virginia Clark was ordered accepted and the President was requested to thank her for her generosity.

From: Anonymous Donor - Check for \$1500.00.

President Donovan reported receipt of check for \$1500.00 from a friend of the University who wishes to remain anonymous, given to Account 3044-A, the Victor Hammer Graphic Arts Collection. He recommended that it be accepted.

On motion duly made, seconded and carried, the check of an anonymous donor in the amount of \$1500.00 was ordered accepted and President Donovan was requested to acknowledge the gift.

From: Anonymous Donor -- Check for \$25.00
and Check for \$50.00.

President Donovan reported receipt of two checks, \$25.00 and \$50.00, from an anonymous donor, who gave them as an addition to the Victor Hammer Graphic Arts Collection account. He recommended their acceptance.

Upon motion duly made, seconded and carried, two checks, for \$25.00 and \$50.00 respectively, presented to the University by an anonymous donor, were ordered accepted, and President Donovan was requested to write a letter of appreciation to the donor.

From: Anonymous Donor -- Check for \$10.00.

President Donovan reported receipt of check for \$10.00 from an anonymous donor and explained that over a period of three years, this person has subscribed the sum of \$360.00 to the Victor Hammer Graphic Arts Collection account. He recommended that the check be accepted and added to the proper account.

Upon motion duly made, seconded and carried, the check for \$10.00 was ordered accepted, and President Donovan was requested to write a letter of appreciation for it.

From: Anonymous Donor - Check for \$100.00.

President Donovan reported receipt of check for \$100.00 from an anonymous donor and stated this donor has subscribed \$300.00 to the Victor Hammer Graphic Arts Collection, and wishes this check placed to that account. He recommended acceptance of the gift.

Upon motion duly made, seconded and carried, the check for \$100.00 was ordered accepted and placed to credit of the proper account, and President Donovan was requested to thank the donor.

From: Anonymous Donor - \$1.00.

President Donovan reported gift of \$1.00 given to the Victor Hammer Graphic Arts Collection, and recommended that the gift be accepted and placed in the above account.

Upon motion duly made, seconded and carried, the gift of \$1.00 was ordered accepted, and President Donovan was requested to thank the donor.

From: Dr. H. M. Lydenberg -- \$5.00.

President Donovan reported receipt of check for \$5.00 from Dr. H. M. Lydenberg, who wished the sum placed to the credit of the Victor Hammer Graphic Arts Collection account. He recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of \$5.00 was ordered accepted and President Donovan was requested to thank Dr. Lydenberg for the gift.

From: Miss Emilie Vardin Smith --
Check for \$5.00.

President Donovan reported receipt of check for \$5.00 from Miss Emilie Vardin Smith, made to the Victor Hammer Graphic Arts Collection account. He recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of \$5.00 was ordered accepted and President Donovan was requested to thank Miss Smith for her gift.

From: Miss Katherine Caldwell - Check
for \$15.00.

President Donovan reported receipt of check for \$15.00 from Miss Katherine Caldwell, to be placed to the credit of the Victor Hammer Graphic Arts Collection account. He recommended that it be accepted.

Upon motion duly made, seconded and carried, the gift of \$15.00 was ordered accepted and President Donovan was requested to thank Miss Caldwell for her gift.

From: Middle West Soil Improvement
Committee--\$1200.00.

President Donovan read a letter from Dean Frank J. Welch, which enclosed a check for \$1200.00 from the Middle West Soil Improvement Committee. He stated that this contribution was to be used for research in the soils work of the Department of Agronomy and would be most helpful to the Experiment Station. He recommended its acceptance.

Upon motion duly made, seconded and carried, the gift of \$1200.00 by the Middle West Soil Improvement Committee was ordered accepted, and President Donovan was requested to thank the donors for the gift.

From: The Purcell Company, Lexington,
Ky. --Proposed Gift of Scholar-
ship in College of Commerce.

President Donovan reported to the Committee that The Purcell Company, through its General Manager, has offered to furnish an annual scholarship in the amount of \$250.00 to the College of Commerce. He recommended that this scholarship grant be accepted.

Upon motion duly made, seconded and carried, the gift of an annual scholarship to the College of Commerce by The Purcell Company was ordered accepted, and the President was requested to express the appreciation of the Committee to the Company.

From: Mr. William Scott Snead, St.
Louis, Mo. -- Phoenix Hotel
Day Book.

President Donovan read the following letter to the Committee:

THE EMERSON ELECTRIC MFG. CO.
St. Louis 21, Mo.

October 1, 1953

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

Dear Mr. Donovan:

You wrote me on July 29 that the University would be glad to have the Day Book used by the Phoenix Hotel. I replied that this was at our place in Virginia and I would send it to you as soon as I could. I spent last week in Virginia, and I am very happy to send you the Day Book under separate cover. I am sure your Librarian will find it of interest.

The account of John Clay appears on page 17, and that of Henry Clay starts on page 27 and is carried forward to page 66. I understand his famous "Junto" used to be held at the Phoenix Hotel.

The account of Charles Scott, who probably was General Charles Scott, one of my forebears, appears on page 39. Since there is only one entry, he apparently was more abstentious than some of the other gentlemen, or else he could pay in cash, which I rather doubt.

On page 48 is an account of Charles W. Byrd, no doubt related to the Byrd family of Virginia. He used to ride over, as the entry shows breakfast for his horse. He not only indulged in food and drink, but also

used to obtain cash from the hotel, as evidenced by the entries in the account.

A pound at that time was apparently worth three and a third dollars, which is more than the two dollars and eighty cents it is worth now. When Mr. Byrd's account got too high, he used to send his negro man, Ned, to work it out, as shown by the credit side of the account.

No doubt your Librarian will find other interesting entries.

I am also enclosing for your library a copy of "An American Saga", which I prepared in 1952. This is a geneology of my branch of the Snead family.

John Smith Snead married the daughter of Captain Postlethwaite and this is how the Day Book got into the possession of my family. John Smith Snead was the founder of the Bank of Louisville, and was also a member of the Committee of seven that drafted the charter of incorporation for Louisville. His son, Charles Scott Snead, my grandfather, lived at the corner of Fourth and Chestnut Streets in Louisville, and was a prominent manufacturer there.

I think it only fitting that this Day Book should be in your library, and I am very happy to send it to you.

Sincerely,

(Signed) William Scott Snead

Upon motion duly made, seconded and carried, the gift of the Phoenix Hotel Day Book by Mr. William Scott Snead, president of The Emerson Electric Mfg. Company, St. Louis, Mo., was ordered accepted, and President Donovan was requested to express to Mr. Snead the very great pleasure of the Executive Committee in accepting this gift.

From: Mr. J. Stephen Watkins -- \$300.00.

President Donovan reported that he was in receipt of a letter from Dr. T. D. Clark, head of the Department of History, informing him that a gift of \$300.00 from Mr. J. Stephen Watkins had enabled the University Library to become owner of a tremendously interesting collection of Zachary Taylor letters, including the one notifying him that he had been nominated as the Whig candidate for President of the United States, and a letter Millard Fillmore wrote to Mrs. Taylor telling her she could use the White House until it was convenient for her to move. He stated that there were 42 letters in all, representing a real addition to the University Library's manuscript collection. President Donovan recommended that the gift be accepted.

Upon motion duly made, seconded and carried, the gift of \$300.00 from Mr. J. Stephen Watkins was ordered accepted, and the President was requested to express to Mr. Watkins the very great value that the University will place on this gift.

I. Death of Jacob Long.

President Donovan stated that he regretted to report the death of Mr. Jacob Long, skilled laborer in the Department of Animal Husbandry. Mr. Long began work with the Experiment Station in 1924, and has been in the Experiment Station's employ until his death on September 25, 1953.

Members of the Committee expressed sorrow to learn of the passing of Mr. Long, and upon motion duly made, seconded and carried, authorized the record of his death spread upon the minutes.

J. Death of Mr. Obie B. Redd.

President Donovan stated that he regretted to report the death of Mr. Obie B. Redd, former Assistant County Agent in Greenup County, Greenup, Ky. Mr. Redd died the night of September 18 after a lingering illness. He had been on sick leave without pay since July 1, 1953.

Members of the Committee expressed sorrow for the passing of Mr. Redd, and upon motion duly made, seconded and carried, authorized record made in the minutes.

K. Request of Joseph Camille Marek.

Chairman Guy A. Huguelet read a letter which he had received from Mr. George E. Overbey, attorney at Law, Murray, Ky., making inquiry concerning an injury said to have been sustained by Joseph Camille Marek while a student on the campus of the University of Kentucky.

Mr. Huguelet answered Mr. Overbey's letter to the effect that the case had been submitted to the Executive Committee at its meeting on May 16, 1953, and the Committee declined to take favorable action.

The case was again reviewed. Mr. Joseph Marek was attending a class in Romance Philology in room 306b, Miller Hall. A chair apparently collapsed with him and he fell to the floor, striking his head. Mr. Marek stated that he was taken to the University infirmary and, after a few hours, the doctor released him, and he went to his home. Additional pains have appeared in the neck and back of the head, and he has visited several specialists.

The Committee reviewed its action of May 16, 1953, and, after considerable discussion of the request of Mr. Marek through his attorney, George E. Overbey, on motion duly made, seconded and carried, declined to take any further action.

L. Services of Doctor Chamberlain Commended.

President Donovan read to members of the Committee a letter he had

received from the Specialists Division, International Educational Exchange Service, Washington, D. C., expressing appreciation for the services of Dr. Leo M. Chamberlain, July 17 to September 18, 1953. He read the letter.

DEPARTMENT OF STATE

October 12, 1953.

My dear Dr. Donovan:

I should like to express the Department's appreciation to you and the University for making it possible for Dr. Leo M. Chamberlain to accept our invitation to spend three months in India and Pakistan under the Educational Exchange Program.

As you know, Dr. Chamberlain devoted these three month's to a most rigorous schedule of formal and informal talks on all aspects of American life and institutions, as well as education before Indian and Pakistani universities, colleges, Rotary Clubs, and other groups; and as evidence of the type of job he performed I have taken the following excerpts from reports on his trip submitted by our Foreign Service posts in these countries.

"Dr. Chamberlain, who has toured India extensively under USIS (United States Information Service) auspices, is a stimulating and tactful speaker. His tact and friendliness generally forestalled critical questions with the result that his audiences were most receptive. . . Dr. Chamberlain also lectured at the Indian Institute of Technology, Kharagpur, where he made an excellent impression upon some of India's best young scientists."

"During Dr. Chamberlain's period in India, July 17 - September 18, he carried out a solid job of touring in some of the more important off-the-beaten track colleges.

"Dr. Chamberlain was a conscientious and effective tourer. He accepted a difficult assignment, and despite heat and personal inconveniences, he met all of his engagements."

I think that the following concluding remarks on Dr. Chamberlain's trip made by the Embassy at New Delhi well expresses the feeling of those of us in the Department who have had the pleasure of knowing and working with him:

"The Embassy has real admiration for what Dr. Chamberlain did in India, and owes him a debt of gratitude. There are no spectacular results, but the cordial reception he

received in every center is evidence that from the standpoint of making friends for the United States, at a critical time in India-US relationships, Dr. Chamberlain performed a valuable service."

Sincerely yours,

(Signed)

Harold E. Howland
Specialists Division
International Educational Exchange Service

Members of the Committee were pleased to learn of the valuable services rendered by Doctor Chamberlain to the United States Information Service, and upon motion duly made, seconded and carried, authorized the letter from the State Department spread upon the minutes.

M. Small Dormitories Assigned to House Football Boys.

President Donovan made a brief report to the Executive Committee concerning progress being made in the construction of six small dormitories. He reported that these houses will be ready for occupancy in January, 1954. He recalled that these houses were to be occupied by fraternities at the University.

Upon announcement by the Administration that these small dormitories would be constructed by the University, many of the fraternities indicated deep interest in occupying them, and five fraternities actually obligated themselves to lease these facilities. Since obligations were entered into, one fraternity has been placed on probation because of an average scholastic record of the members of the fraternity falling below a standing of 1.3. This fraternity, believing that it might be operating at some disadvantage, has requested to be released from its signed obligation. Their request was reviewed by the President and the Comptroller and, after due consideration, was granted. Four of the houses have been assigned to other fraternities and leases have been executed.

President Donovan advised the Committee that the remaining two small units could be used as an annex to the men's dormitory or be assigned to house members of the University of Kentucky football squad or some other organized group. They should be occupied beginning February, in order to receive income to meet interest and principal payments per schedule.

Members of the Committee discussed the use of these units, and upon motion duly made, seconded and carried, the two houses were authorized to be used for housing members of the University of Kentucky football squad. These units are to be leased by the University of Kentucky Athletic Association and operated as self-sustaining units under the supervision of the University Comptroller.

N. 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 SCIENCES

Appointments

Clarence Hall Albro, Jr., Part-time Instructor, Department of Modern Foreign Languages, for ten months, effective September 1, 1953.

Hugo Zelzer, Visiting Lecturer, Department of Music, for ten months, effective September 1, 1953.

Beulah Theobald, reappointed Visiting Lecturer, Department of Social Work, for one semester, effective September 1, 1953.

Jean L. Ryan, Part-time Instructor, Department of Physics, for nine months, effective October 1, 1953.

Gloria Haynie, Secretary, Department of Physics, for ten months, effective September 8, 1953.

Richard Blanton, Part-time Instructor, Department of Psychology, for ten months, effective September 1, 1953.

Cephas E. Bevins, Part-time Instructor, Department of Mathematics and Astronomy, for ten months, effective September 1, 1953.

Thomas S. Rowland, Part-time Instructor, Department of Mathematics and Astronomy, for ten months, effective September 1, 1953.

Lee S. Caldwell, Part-time Instructor, Department of Psychology, effective September 1, 1953. (reappointment)

Penelope Kerr Young, Part-time Librarian, Department of Geology, for nine months, effective October 1, 1953.

Promotion

Dr. Lynn Jacobsen, Instructor, Department of Geology, promoted to the rank of Assistant Professor, effective October 16, 1953.

Salary Adjustment

Dr. J. R. Meadow, Department of Chemistry, adjustment in salary, to supervise a research contract with the Geschickter Fund for Medical Research.

Leave of Absence

J. Reid Sterrett, Associate Professor, sabbatical leave from September 1953 through January 1954.

Resignations

Edward J. Kline, new appointment, Part-time Instructor in Chemistry, effective September 1, 1953.

George K. Farney, Half-time Instructor in Physics, effective September 30, 1953.

Carolyn Reed, Part-time Librarian and Assistant, Department of Geology, effective September 30, 1953.

COLLEGE OF AGRICULTURE AND HOME ECONOMICS

Appointments

Mrs. Bernice Vansickle Beers, emergency and temporary Instructor, Department of Home Economics, for fall semester only, effective October 1, 1953.

Louise Monroe Jett, Assistant Chemist, Feed and Fertilizer, effective October 16, 1953.

Charles Frank Buck, Assistant Professor of Animal Husbandry and Assistant Animal Husbandman, Department of Animal Husbandry, effective September 16, 1953.

George Mallory Boush, Assistant Entomologist, Department of Entomology and Botany, effective January 1, 1954.

Jo Ann Bryant, Clerk, Wayne County, effective September 28, 1953.

Norma Valoise Smith, Clerk, Allen County, effective September 28, 1953.

Virginia Elaine Phelps, Clerk, Trimble County, effective September 1, 1953.

Mary Wanda Froedge, Clerk, Monroe County, effective September 1, 1953.

Mrs. Frances L. Young, re-entering work, Clerk, McCreary County, effective October 1, 1953. (Was absent from 9-15-52 through 9-30-53 due to injury).

Betty Linney Ruck, Typist, Agricultural Economics, effective October 1, 1953.

Change in Date to Report for Employment

Marian Bartlett, Field Agent in Home Furnishings, Department of Home Demonstration, unable to report on August 17 as appointed, reporting effective October 1, 1953.

Salary Adjustments

Dallas Milton Shuffett, Assistant in Agricultural Marketing, adjustment in salary, effective October 1, 1953.

Loretta Joy Vice, Clerk-stenographer, Administration (Records), adjustment in Salary, effective October 1, 1953.

Nila Ray Evans, Clerk-stenographer, Administration (Records), adjustment in salary, effective October 1, 1953.

Mrs. Eloise E. James, Clerk, Department of Home Economics, made Assistant Instructor, with adjustment in salary, effective October 1, 1953.

Leaves of Absence

Eddie Daniel, Field Agent in Agricultural Economics, granted Sabbatical leave in order to study at Harvard University for his Ph. D. , effective October 16, 1953 through July 15, 1954.

L. J. Horlacher, Associate Dean, continuation of leave to act as Counsellor and Advisor for the College of Agriculture of Iran, effective July 1, 1953 through May 31, 1954.

William E. Jackson, Jr., Field Agent in Forestry, return from leave, effective October 1, 1953.

Change in Title

Statie Erikson, Professor and Head of Department of Home Economics, title changed to Director of School of Home Economics, effective July 1, 1953.

Resignations

Analie Francis, Stenographer, Agricultural Economics, effective September 30, 1953.

Virginia McDowell Zierzow, Clerk-Stenographer, Feed and Fertilizer, effective September 30, 1953.

Edith Blanton Blevins, Clerk-Stenographer, Feed and Fertilizer, effective October 1, 1953.

Betty C. Kirk, Stenographer-Payroll Clerk, Administration, effective September 16, 1953.

Shirley Jean Downing, Clerk, Allen County, effective September 30, 1953.

Blanche Bushong, Clerk, Monroe County, effective August 31, 1953.

Mrs. Barbara B. Griffith, Trimble County, effective August 31, 1953.

Gary Nell Roberts, Clerk, Wayne County, effective September 12, 1953.

Mabel G. Richards, Assistant Bacteriologist, Department of Animal Pathology, effective September 30, 1953.

Bernice Souleyrette, Clerk, McCreary County, effective September 30, 1953.

James E. Hemingway, Farm Laborer, termination, has been on military leave since January 16, 1951, effective August 31, 1953.

Deceased

Obie Bernard Redd, Assistant County Agent, Hardinsburg, Ky., September 18, 1953.

Jacob Long, Skilled Laborer, Department of Animal Husbandry, September 24, 1953.

COLLEGE OF ENGINEERING

Appointment

Maurice K. Marshall, Instructor, Department of Mechanical Engineering, effective October 15, 1953.

COLLEGE OF EDUCATION

Appointments

Patricia Ann Wells, Secretary, Administration, effective September 14, 1953.

Eva Charity Runden, Visiting Professor, University School, for Fall Semester, effective September 1, 1953.

COLLEGE OF COMMERCE

Appointment

Patsey Field Harney, Secretary, Bureau of Business Research, effective October 5, 1953.

Resignation

Mrs. Merle Smith, Secretary, Bureau of Business Research, effective October 3, 1953.

OFFICE OF THE VICE PRESIDENT

Return from Leave of Absence

Leo M. Chamberlain, Vice President, return from leave one month earlier than requested, return effective October 1, 1953.

REGISTRAR'S OFFICE

Appointment

Mary Sue Porter Crawford, Clerk, effective October 1, 1953.

Resignations

R. L. Tuthill, University Registrar, to become Registrar at Duke University, effective January 31, 1954.

Maryanne Tanner, Clerk, effective September 30, 1953.

UNIVERSITY LIBRARIES

Appointments

Marilyn Bell, Assistant, Acquisition Department, effective September 23, 1953.

Teresa Christine Isham, Typist, effective September 14, 1953.

Priscilla Spilman, Bibliographical Assistant, effective September 16, 1953.

Delores Paris, Typist, effective September 15, 1953.

Billie Jean Moore, Assistant Circulation Librarian, effective September 21, 1953.

Resignations

Carolyn Reed, Geology Librarian, effective September 30, 1953.

Marjorie Giles, Assistant, Circulation Department, effective September 30, 1953.

UNIVERSITY EXTENSION

Appointment-Northern Center

Paul Smith, Instructor in English for ten months, effective September 1, 1953.

Payment for Extension Instruction

Ruth Haines, Instructor in extension class at Washington, Kentucky (Mason County) from August 17 to September 2, 1953.

Ceslovas Masaitis, Instruction, Department of Mathematics, grading correspondence papers from July 1 to September 16, 1953.

OFFICE OF THE DEAN OF STUDENTS

Resignation

Mrs. Maggie M. Stewart, Housemother, Pi Kappa Alpha, effective October 21, 1953.

HEALTH SERVICE

Appointment

Anna Elizabeth McCall, Registered Nurse, effective September 14, 1953.

PERSONNEL OFFICE

Appointments

June Martin Llewellyn, Secretary, effective September 28, 1953.

Jacqueline K. Wade, Clerk, effective September 14, 1953.

Diane Beckett, Testing Clerk, effective September 17, 1953.

Resignation

Dorothy J. Nix, Secretary, effective September 26, 1953.

COMPTROLLER'S OFFICE

Accounting DepartmentAppointment

Jo Cadle, Account Clerk, effective September 30, 1953.

Resignation

Ann Scott, Clerk-Typist, transferring to another department, effective September 23, 1953.

Business Management and Control

H. B. Ingalls, Fiscal Analyst, Purchasing Department, effective September 1, 1953.

STUDENT UNION COMMONS

Salary Adjustment

Grace Stover Odle, Dietician, made Party Dietician, salary adjustment, effective September 1, 1953.

On motion duly made, seconded and carried, on President Donovan's recommendation, the above appointments, reappointments, salary adjustments, leaves of absence resignations, promotions and other staff changes were concurred in by the Committee, and record was ordered made in the minutes.

O. Adjournment.

Upon motion duly made, seconded and carried, the meeting of the Executive Committee was adjourned at 12:40 p. m.

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