

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, Tuesday, December 14, 1937, called on that date by the Chairman of the Committee, Richard C. Stoll, for the purpose of acting on any and all business of the University of Kentucky ready for consideration of the Board of Trustees or Executive Committee.

The Executive Committee of the Board of Trustees of the University of Kentucky, a quorum being present, met in President McVey's office at the University, Tuesday, December 14, 1937, at 10:30 a.m. The members of the Committee present were Chairman Richard C. Stoll, James Park, and R. Miller Holland. Louis Hillenmeyer, Commissioner of Agriculture Garth Ferguson and Dr. George Wilson, members of the Board of Trustees, were present. President Frank L. McVey, D. H. Peak, Secretary of the Board, and Dean James H. Graham were present. The Secretary stated that he had received a telephone message from the secretary of Mr. J. B. Andrews, in which she regretted that Mr. Andrews could not attend the meeting on account of illness. During the meeting a telephone message was received from Judge John Cooper, in which he said that he had hoped to attend the meeting but found he was not well enough to do so. Judge Cooper is slowly recovering from an illness of several months. The members present regretted the absence of Mr. Andrews and Judge Cooper caused by illness and expressed hope of speedy recovery.

1. Approval of Minutes.

The minutes of the meeting of the Executive Committee of November 24, 1937, were approved as published.

2. President's Report.

The President's quarterly report to the Board of Trustees was ordered recorded in the Minutes. The report is in words and figures as follows:

QUARTERLY REPORT OF THE PRESIDENT  
to  
The Board of Trustees  
December 14, 1937

The University in the past week has lost two men long associated with it. One was Professor Enoch Grehan and the other J. S. Barnes, farm foreman at the Robinson Sub-Station at Quicksand. Professor Grehan was an effective man for the University. He built up a large department and managed the business of it with ability. He had the missionary spirit and a gentle, genial attitude that endeared him to students.

For many years Mr. Barnes lived at the Robinson Sub-Station. He understood the people of the area and he rendered an invaluable service. He will be greatly missed. The University grieves

over the death of these men.

### Problems

It has been the custom in presenting the President's quarterly statement to review the condition of the University. This time I wish to call the attention of the Board to a series of problems that are pressing for consideration. First among these is the increasing demands that are being made upon the University. Hardly a week passes that the University is not only asked but urged to make some additional commitment. Many of these things are most worth-while, and some of them are important. They range from the use of buildings and office space to research proposals and the creation of new schools. All of them require money and no difference how worth-while the proposal may be, the answer is readily at hand. Such restriction, however, cannot go on indefinitely without leaving the University behind in activities it should carry on.

### Salaries

The increasing student body and the growth in numbers of graduate students bring at once many questions, such as adequate teaching staff, more laboratory facilities and supplies, better library provisions and housing facilities. In the long run the reputation and standing of the University rest four-square upon its faculty. This means good judgment in selecting men and money with which to pay them. The Board is familiar with the salary situation and it may be noted in passing that the University has been criticized in paying too low salaries when a recent inspection was made of one of the colleges. There are directly before us the alternatives of reducing the size of the staff, or of getting more money to pay salaries. The sources from which income might be obtained are additional student fees or larger appropriations for general operation. Unfortunately, student fees are as high as it appears wise to make them at this time, and as to additional appropriations, the needs of the University have been pressed upon the administration. The University may seek young men who promise well for places on the staff, and then lose them to institutions that can offer them more. In the long run such a procedure must leave a possibly devoted, but only an average group. The standard of salaries prevailing in 1931 at the University of Kentucky was reduced ten per cent in the following year. Since then costs of living have gone up, leaving the scale less than it was in 1932.

### Pressure of Student Population

In the requests presented to the State Finance Board a considerable sum was asked for capital expenditures to provide apparatus, equipment, and books. This request has been sympathetically received and there is hope that a sum of \$150,000 annually will be provided. The new buildings and the old ones will require additional equipment before they can be used effectively. The



acquisition by the Library of many State documents requires at once a considerable construction of stacks to provide storage for this material. The present Library completed a few years ago is now nearly filled, unless storage can be found elsewhere. At the last meeting of the Executive Committee the basement of Memorial Hall was designated for that purpose. The problem of storage grows with new accessions to the library, but this may be solved by using new photographing devices and storing the films which may be shown by projectors. The cost of such equipment is less than \$1,000.

While I am speaking of films I may call attention to the new demands made upon the Department of University Extension. For some time this department has collected films usually given to it by some industrial concern, but the new development of teaching films is bringing to the University from all parts of the State requests to rent films for school purposes. The University has no sound equipment, but it is asked to buy and recommend such equipment, so that standard sets may be used in the State. To finance this important work would cost \$6,000.

The needs of other departments for equipment are pressing heavily upon the budget of the University. The Department of Physics is better housed than it has been in the past, but it needs equipment. The same is true of Chemistry; while Bacteriology will be better housed in the partly completed Biological Sciences building, its equipment is old and in many instances obsolete. Other science departments are in need of greater sums for their annual supplies. Home Economics as a department has never had the space required to do the best work, and if there is a department that needs space this is one, a need recognized in placing its requests in the urgent capital list presented to the coming legislature. The most amazing growth in numbers of students is to be seen in the College of Commerce which now has 620 registrants. Housed in White Hall, a former dormitory known to all of the older alumni, it shares these quarters with the Department of Botany. This college is cramped and its usefulness hampered by inadequate quarters. The removal of the Department of Botany to other quarters will help the situation, but not adequately. The Agricultural College has passed the 500 mark in enrollment, which in itself is gratifying but calls for additions to teaching staff.

### Housing of Students

In the early history of the University when it was a state college, an attempt was made to house all the students who came from outside of Lexington. As the University has grown this desirable policy could no longer be followed, and students were forced to find living quarters outside of the campus. To house the 2700 students who live outside of Fayette County is impossible for many years to come, but the University must provide enough housing facilities to maintain standards and keep prices down.

To that end two dormitories were placed in the capital list. As things look at this writing, it is doubtful if the funds can be had for their construction. It is, however, possible to finance a building for the women from the earnings of the present and the new building since there is no debt against the women's halls. I am, therefore, recommending that plans both for building and financing be authorized at this meeting so an addition may be made to Boyd Hall. By completing the fourth story of Boyd Hall and adding a wing, about 140 women can be accommodated in the hall, in addition to those already living there. The building can be financed on a 5% basis and the income would carry the interest and the amortization charges.

### Indebtedness

Twenty years ago the University had a small current debt and no bonded obligations. Times have changed and under federal and state legislation, building operations have been undertaken with borrowed money. The construction of two residence halls for men in 1926, the building program of the past year, and the purchase of the warehouse and two minor buildings, explain the indebtedness of the University today. As a matter of information, a table of the present debt is included in this report.

#### Statement of Indebtedness

		Cost	Debt
Residence Halls	Two 1926	\$270,000	\$198,577
Warehouse Purchase	1930	120,000	45,300
New Constructions	1936-1937	1,100,000	619,000
Experiment Station Annex	1936-1937	93,000	12,000
Laboratory	1936-1937	11,000	11,000
		<u>\$ 1,594,000</u>	<u>\$ 885,857</u>

Provision has been made for the debt in each instance, so that in the course of ten years all obligations will be met, except the present bond issue, which continues for twenty years more (1966). The addition of \$150,000 to the debt would not make it unwieldy. The justification for such financing is to be found in the inability of the University to secure funds from current appropriations.

### New Buildings

I reported to the Board of Trustees at a meeting last year that the sum of \$25,000 had been given to the University for the purpose of carrying on research in the field of eye diseases of horses, and another \$5,000 was given by other donors. The University found it quite impossible to carry on this work without an addition to its laboratory space, so a temporary building was authorized at a meeting of the Executive Committee October 20. In the long run, the work cannot proceed satisfactorily without space, and for that purpose \$150,000 was asked, so that an adequate building can be constructed. This is an example of what I

referred to in previous pages as an important demand made upon the University for research. I should like to have the Board give this matter consideration, and I am sure they will do so sympathetically.

The building program which was inaugurated last year is proceeding apace at the present time. Three buildings have been accepted, a fourth is completed and the Student Union building will possibly be finished in three more months. This leaves one building under construction. This building known as Biological Hall will remain two-thirds unconstructed until some future time. The first third now under construction should be ready some time during the summer. The difficult procedures with the numerous contracts numbering about 59, as well as the relations with the State and Federal authorities have been carried on with effectiveness under the direction of James H. Graham, as set up in the College of Engineering.

### Inspections

During the past year the University has been under inspection by three different agencies. These agencies have to do with engineering, library science and music. The reports upon the latter two have not been made, but the one upon the Engineering College has been received. In this report two courses in the College of Engineering were omitted from approval in mechanical engineering. The committee that made the report passed the other courses upon a two years basis, and will return later to inspect the courses. The policy which the University has been following in the past generation has been to emphasize shop work, and to omit from the courses work in the fields of economics and the social sciences. The committee found also considerable inbreeding, overloading of instructors and low salaries. Their report was based upon the catalog of 1934-35, and the changes made since then were not given the consideration they should have been given. This committee criticized also the work done in chemistry, indicating that it is too elementary and intimating that the instruction may not be as good as it might be. All these matters are before the College of Engineering and it is hoped that another year when the College is housed in its own new buildings, much of the chaos of the last two years will be removed and perhaps the necessary changes made toward meeting the requirements of the committee. It is hoped that inbreeding, overloading, and low salaries will be eliminated.

Another inspection has been made recently in the work carried on in the Department of Music. This inspection arises out of the application of the Department to the National Association of Music Schools. The report has not yet been received at the University, but will be received in the near future. A study is being made by Professor van de Wall in connection with the work offered by the Department and its relation to the community and is well under way and bearing some fruit. Out of this should come results that are helpful and of a far-reaching character.

The third inspection referred to above which took place in the same week in December was made by the American Library Association. The University is pressing its claims for recognition as an institution doing one full year of work in library science. The outcome of this inspection is important to the University, because it puts it in or out of the list of recognized institutions. The maintenance of standards requires some addition to staff and some expenditure of money for books.

In Engineering it will be necessary to provide what the College has never had: a considerable amount of equipment, if the plans now in mind are carried out. In the Department of Music there is need for a considerable number of books, and the same statement applies to Library Science. The Music Department is handicapped for lack of space. It is crowded already and any new growth is impossible. The members of the staff have been patient and cooperative under very difficult circumstances.

### The New Commons

In the construction of the Student Union building provision has been made to transfer the Commons to that building. In the past year I have been endeavoring to find out thru the assistance of Mr. Shropshire, Mr. Peak and the managers what it costs to carry on these enterprises. It is hoped from the studies being made that we can find out the facts about our difficulties, be able to meet them and to prevent losses. The advice and recommendations of Mrs. Natalie MacIntosh, a nationally recognized food expert from New York, have been sought. She comes to the University all the week of December 6, and should give us some adequate ideas of how to proceed. Definite suggestions should be made in connection with the management of the Commons.

### Care of the Campus

One matter which has been brought to the attention of the Executive Committee from time to time has been that of the care of the campus, so that some order and better procedure may follow in the making of walks and roads and the planting of trees and shrubs. I have appointed a committee composed of N. R. Elliott, chairman; M. J. Crutcher, and D. V. Terrell. This committee has brought to my attention quite forcibly the need to feed trees on the campus. They have been neglected, many have been lost, and unless action is taken in the next few years, more trees will be lost. They estimate it will cost in the neighborhood of \$3,000. They also suggest some new planting and a definite boundary which shall be restricted by the Botanic Garden. The committee has recommended that it be extended from the walk which toes north from White Hall thru the area south of the stadium to Rose Street. This is a considerable area and would require care involving annual expenditures, and the committee on the Botanic Garden has asked the University to budget the sum of \$1200 a year for the maintenance of the garden. Unless something is done the garden grows steadily less attractive.

### Departmental Reorganization

There are other matters that might be brought to the attention of the Board at this time. These relate to the instructional side of the University work. For some time we have been discussing a more definite organization of what we call the upper and lower levels of the College of Arts and Sciences. There is a considerable group of the ninth and tenth decile students who are a definite college risk. We have been placing these students under the direction of an adviser, Mr. Lysle Croft, and something quite definite has been done in improving the standing of these students. In some institutions a definite college has been set up with two year courses for students who will not go on farther. This college in the University of Minnesota is now in the fourth or fifth year, and some experience has come out of this college which may be helpful here. In the College of Engineering freshman students are required to spend a certain amount of time in study hall each day. This has been helpful. The faculty is endeavoring to deal with such problems in a definite way.

### Conclusion

So I come to the conclusion of a rather long report, which deals with some of the problems of the University. I have not discussed the financial situation, since the University is under the biennial budget, and has carried on under the provisions of that budget. It is always a matter of anxiety as to how we will come out, and every endeavor is made to keep the institution within the income.

The University has made a number of contributions to the welfare of the State, especially thru the services of the members of its staff, who are giving time and effort to the problems which are brought to their attention. Recently the Department of Welfare asked the College of Agriculture to make an extensive survey of its lands, in connection with the rotation of crops, and the working out of a long time plan, so as to improve the land and provide enlarged production from its farms. The committee has some data and has gone forward with plans that will be satisfactory and helpful.

### 3. Financial Report

The financial report for November 1937 was filed by the Business Agent. It was examined by the Committee and was ordered inserted in the Minutes.



Statement of Income and Expenditures  
Month of November 1937

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year to Date</u>
<b>General Fund Income</b>			
Fed. Appro.-Morrill-Nelson	5,713.33	5,713.33	11,426.66
Vocational Ed. Board	7,413.23	3,041.70	10,454.93
State Appro.-Summer School	8,000.00		8,000.00
Special Agr. Appro.	8,000.00	2,000.00	10,000.00
State Appro.-General	221,290.96	85,803.43	307,094.39
State Appro.-Repairs to Bldgs.	3,910.58	369.45	4,280.03
Federal Appro.-Bankhead- Jones	3,924.99	3,924.99	7,849.98
Student Fees	119,016.20	4,671.29	123,687.49
Student Fees - Sum. Sch.	62,288.15	30.50	62,318.65
Student Fees - U.H.S.	4,730.00	105.00	4,835.00
Student Fees - El.Tr.Sch.	3,760.00	170.00	3,930.00
Student Fees - Un. Exten.	5,251.18	2,407.15	7,658.33
Miscellaneous Receipts	2,434.45	445.19	2,879.64
Rentals	308.00	415.00	723.00
Men's Dormitories	8,322.24	568.59	8,890.83
Total	<u>464,363.31</u>	<u>109,665.62</u>	<u>574,028.93</u>
<b>Expenditures</b>			
Instruction	262,251.29	77,455.35	339,706.64
Administration Exp. & Maintenance	82,474.66	37,137.82	119,612.48
Additions and Betterments	6,145.50	3,392.12	9,537.62
Total	<u>350,871.45</u>	<u>117,985.29</u>	<u>468,856.74</u>
Excess of Income over Ex- penditures	<u>113,491.86</u>	<u>(8,319.67)</u>	<u>105,172.19</u>
<b>Patterson Hall Income</b>			
Board	15,835.40	14,097.00	29,932.40
Miscellaneous Receipts	.50		.50
Room Rent - Summer School	1,932.56		1,932.56
Total	<u>17,768.46</u>	<u>14,097.00</u>	<u>31,865.46</u>
<b>Expenditures</b>			
Expense	8,195.65	2,268.70	10,464.35
Excess of Income over Ex- penditures	<u>9,572.81</u>	<u>11,828.30</u>	<u>21,401.11</u>
<b>General Ledger Income</b>			
General Ledger Income	482,131.77	123,762.62	605,894.39
General Ledger Expenditures	359,067.10	120,253.99	479,321.09
Excess of General Fund Income over Expenditures	123,064.67	3,508.63	126,573.30
Excess of Expenditures over Receipts for General Ledger accounts	(102,906.48)	(8,947.19)	(111,853.67)
Accounts Payable	(19,802.19)		19,802.19
Excess of Expenditures over Receipts for the Fiscal Year to Date - General Fund	<u>356.00</u>	<u>(5,438.56)</u>	<u>(5,082.56)</u>

Excess of Expenditures over Receipts for the fiscal year to date - General Fund			(5,032.56)
Cash in Bank July 1, 1937 - General Fund			<u>89,738.13</u>
Cash in Bank November 31, 1937 - General Fund			<u><u>84,705.57</u></u>
<b>Experiment Station Income</b>			
Hatch - Federal. Appro.	7,500.00		7,500.00
Milk and Butter - Cash Re- ceipts	3,448.45	857.79	4,306.24
Beef Cattle Sales	73.00		73.00
Dairy Cattle Sales	580.13	171.94	752.07
Sheep Sales	546.50		546.50
Swine Sales	117.73		117.73
Poultry Sales	543.22	109.41	652.63
Farm Produce Sales	502.47	109.78	612.25
Horticultural Sales	812.27	207.75	1,020.02
Seed Test	317.75	106.62	424.37
Seed Inspection	9,145.55	879.76	10,025.31
Rentals	478.68	94.67	573.35
Miscellaneous	154.35	13.29	167.64
Fertilizer - Fees	17,877.50	725.00	18,602.50
Public Service - State Appro.	6,776.88	1,881.56	8,658.44
Public Service - Misc. Rec.	20.00	35.00	55.00
Feeding Stuffs - Fees	22,142.27	4,790.64	26,932.91
Adams - Federal Appro.	7,500.00		7,500.00
Serum - Sales	1,354.29	171.80	1,526.09
Serum - Virus Sales	131.95	12.48	144.43
Serum - Supply Sales	70.57	3.50	74.07
Serum - Misc. Receipts	25.51		25.51
State Appro.	16,144.49	2,515.50	18,659.99
Creamery - License Fees	9,437.46	64.50	9,501.96
Creamery - Testers Licenses	2,049.89	66.00	2,115.89
Creamery - Glassware Tested	292.97	14.90	307.87
Robinson - State Appro.	4,013.72	1,871.78	5,885.50
Robinson - Misc. Receipts	1,295.10	239.94	1,535.04
West Ky. - State Appro.	5,475.49	894.38	6,369.87
West Ky. - Misc. Receipts	6,377.24	398.96	6,776.20
Purnell - Federal Appro.	30,000.00		30,000.00
Bankhead-Jones - Fed. Appro.	29,601.76		29,601.76
Nursery Inspection - State Appro.	720.00	180.00	900.00
Nursery Inspection - Fees	1,380.00	190.00	1,570.00
<b>Total</b>	<u>186,907.19</u>	<u>16,606.95</u>	<u>203,514.14</u>
<b>Expenditures</b>			
Expense	123,483.74	38,028.06	161,511.80
Additions and Betterments	3,727.61	690.12	4,417.73
<b>Total</b>	<u>127,211.35</u>	<u>38,718.18</u>	<u>165,929.53</u>

Excess of Income over Expenditures	59,695.84	(22,111.23)	37,584.61
Excess of Receipts over Expend. for General Ledger accounts	81.30	3,434.35	3,515.65
Accounts Payable	(11,535.25)		(11,535.25)
Excess of Receipts over Expenditures	<u>48,241.89</u>	<u>(18,676.88)</u>	<u>29,565.01</u>
Excess of Receipts over Expenditures for the fiscal year to date - Experiment Station			29,565.01
Cash in Bank July 1, 1937 - Experiment Station			<u>26,472.45</u>
Cash in Bank November 30, 1937 - Experiment Station			<u>56,037.46</u>
Extension Division Income			
Federal Bankhead-Jones	183,365.25		183,365.25
Federal Smith-Lever	74,154.38		74,154.38
Federal Supplementary	13,272.76		13,272.76
Federal Capper-Ketcham	18,400.49		18,400.49
State Smith-Lever	43,403.37	11,252.91	54,656.28
County and Other	5,274.16	4,341.93	9,616.09
Total	<u>337,870.41</u>	<u>15,594.84</u>	<u>353,465.25</u>
Expenditures			
Expense	<u>225,592.14</u>	<u>56,901.64</u>	<u>282,493.78</u>
Excess of Income over Expenditures	<u>112,278.27</u>	<u>(41,306.80)</u>	<u>70,971.47</u>
Excess of Income over Expenditures for the fiscal year to date - Extension Division			
			70,971.47
Cash in Bank July 1, 1937 - Extension Division			<u>2,672.00</u>
Cash in Bank November 30, 1937 - Extension Division			<u>73,643.47</u>
Trust Fund Income			
Student Loan Fund	801.29	313.57	1,114.86
Student Notes Paid	642.41	368.23	1,010.64
Total Receipts	<u>1,443.70</u>	<u>681.80</u>	<u>2,125.50</u>
Expenditures			
Expense		9.00	9.00
Student Notes	100.00	25.00	125.00
Total Expenditures	<u>100.00</u>	<u>34.00</u>	<u>134.00</u>
Excess of Receipts over Expenditures	<u>1,343.70</u>	<u>647.80</u>	<u>1,991.50</u>
Excess of Receipts over Expenditures for the fiscal year to date - Trust Fund			
			1,991.50
Cash in Bank July 1, 1937 - Trust Fund			<u>4,267.53</u>
Cash in Bank November 30, 1937 - Trust Fund			<u>6,259.03</u>

## Summary

General Fund Income	482,131.77	123,762.62	605,894.39
Experiment Station Inc.	186,907.19	16,606.95	203,514.14
Extension Division Inc.	337,870.41	15,594.84	353,465.25
Trust Fund Income	801.29	313.57	1,114.86
Total	<u>1,007,710.66</u>	<u>156,277.98</u>	<u>1,163,988.64</u>
General Fund Expend.	359,067.10	120,253.99	479,321.09
Experiment Sta. Expend.	127,211.35	38,718.18	165,929.53
Extension Div. Expend.	225,592.14	56,901.64	282,493.78
Trust Fund Expend.		9.00	9.00
Total	<u>711,870.59</u>	<u>215,882.81</u>	<u>927,753.40</u>
Excess of Income over Expenditures	295,840.07	(59,604.83)	236,235.24
Accounts Payable	(31,337.44)		(31,337.44)
Excess of Expenditures over Receipts for General Ledger accounts	(102,825.18)	(5,512.84)	(108,338.02)
Student Loan Fund Notes	<u>542.41</u>	<u>343.23</u>	<u>885.64</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund	<u>162,219.86</u>	<u>(64,774.44)</u>	<u>97,445.42</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund			97,445.42
Cash in Bank and on hand July 1, 1937 - Combined Fund			<u>125,400.11</u>
Cash in Bank and on hand November 30, 1937 - Combined Fund			<u>222,845.53</u>

Abstract of item shown on Statement of Income and Expenditures as "Excess of Expenditures over Receipts for General Ledger accounts \$108,338.02"

	<u>Debit</u>	<u>Credit</u>
Accounts Receivable	109,474.06	
Sundry Accounts		<u>1,136.04</u>
	<u>109,474.06</u>	
	<u>1,136.04</u>	
	<u>108,338.02</u>	

#### 4. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from November 18, 1937, to December 8, 1937, inclusive. The report showed orders made by the Business Office on the authority of the Requisition Committee in the manner prescribed by the Board of Trustees and State laws, running from No. 3292 to No. 3700. The report was examined, and on motion and second the orders named therein were ratified and approved and payment on said orders were authorized and approved.

The following additional budget appropriations were approved and allowed: Heating Plant, \$292.20; Business Office, desks, \$62.66.

#### 5. Budget for Next Biennium Discussed.

President McVey presented the following consolidated statement of requests for appropriations for the University of Kentucky for biennium 1938-1940, made to State Division of Budgets. He commented on the University's needs of such appropriations, but stated that due to the condition of State finances, favorable action on the requests in entirety is not probable. General discussion followed.

### CONSOLIDATED STATEMENT BUDGET FOR BIENNIUM

1938 -- 1940

### UNIVERSITY OF KENTUCKY

COLLEGES	1936-38 Now	Next 1938-39	Biennium 1939-40
General Support	660,000	993,240	993,240
Summer Session	8,000	20,000	20,000
Repairs	8,000	45,000	45,000
Agr. Courses	24,000	30,000	30,000
Capital Outlay, Equipment & Builds.		586,760	416,760
<b>Total</b>	<b>700,000</b>	<b>1,675,000</b>	<b>1,505,000</b>
<b>EXPERIMENT STATION :</b>			
General Support	48,000	60,000	60,000
Public Service Labs	21,000	27,000	27,000
Nursery Inspection	2,000	2,000	2,000
Princeton Substa.	14,000	20,000	20,000
Quicksand Substa.	14,000	20,000	20,000
Capital Outlay Buildings		150,000	20,000
<b>Total</b>	<b>99,000</b>	<b>279,000</b>	<b>149,000</b>



## BUDGET FOR BIENNIUM, 1938-40, (Continued)

	1936-38 (Now)	Next Biennium	
		1938-39	1939-40
Agricultural Ex- tension; Maintenance and Support	\$120,000	\$155,000	\$155,000

These amounts are in addition to University revolving funds.

6. Student Loan Fund Investment.

Letters from Mr. Gordon:

December 9, 1937

Senator D. H. Peak  
Business Agent  
University of Kentucky  
Lexington, Ky.

Dear Senator Peak:

I have your letter of November 24th, enclosing Student Loan Fund Report revised as of October 31, 1937.

At the last meeting of the Executive Committee, I promised to attempt to get some recommendations from some men in Louisville whose advice in investment matters is generally good, as to how the University should invest the cash of something more than \$18,000 which is now in the Fund.

From inquiries which I have made, I rather think that the best thing to do is to leave the cash item of \$13,000 on deposit at interest, which I presume is not less than 2%, and to dispose of the balance of the cash amounting to about \$5600 in the same way. It has been my impression that loans were made to students out of income only from this Fund and not out of the principal. I was evidently mistaken in that impression because more than \$17,000 of the principal of the Fund is invested in Student Notes. If we are going to continue to make loans out of principal, it will be desirable to have a considerable part of the Fund maintained in cash on deposit at interest. If we are not going to continue to make loans out of principal, it is probable that we can find an investment which will be entirely safe and, at the same time, will produce a better return.

Of course, the State Warrants are absolutely safe and they do bear a better interest rate than the time deposits. There is a substantial objection, however, to investing in the State Warrants. The objection is that we are required to pay a substantial premium for them and, since they may be called at any time, if they should be called in the near future, we would sustain an actual loss in the investment.

I am making this suggestion in the form of a letter because it is probable I will not be able to attend the meeting of the Board on the 14th inst.

Yours very truly,

(Signed) Robert G. Gordon.

-----  
December 3, 1937

Senator D. H. Peak, Business Agent,  
University of Kentucky  
Lexington, Ky.

Dear Senator Peak:

RE: Student Loan Fund.

This will acknowledge receipt of your letter of December 10th.

In view of the fact that the future policy will be not to make loans out of the principal of the above fund, I think it is possible to obtain a little better rate of return than we would get from interest on time deposits.

I am advised that Federal Farm Mortgage 3% Bonds 1944-1949 can be bought at about 103, and that United States Treasury 2½% Bonds, due in 1945, can be bought at about 101-7/8.

A memorandum of certain corporation bonds has been given to me, with the suggestion that they also furnish the highest type of security, but the yield on those bonds is very little more than that upon the Government bonds above mentioned. However, I do not think it would be good policy for the Board of Trustees to invest these funds in corporation bonds unless (1) a substantial increase in rate of return could be obtained thereby, and (2) the members of the Board themselves had some knowledge of the security of such bonds.

Taking all things into consideration, my suggestion is that the Board authorize the investment of substantially all of the cash amounting to about \$18,500 in either the Federal Farm Mortgage Bonds or the United States Treasury bonds, above referred to. I think it would be all right to put it all in the Federal Farm Mortgage Bonds. I think the yield is a little larger. It will be noted that these bonds have early maturities.

Yours very truly,

(Signed) Robert G. Gordon

The suggestions made by Mr. Gordon were considered and the question of investment further discussed. On motion and second it was ordered that the Business Agent deposit or invest \$5,000 of the funds not now on interest deposit in the First Federal Savings and Loan Association. President McVey was authorized to investigate the matter of investment in Federal Farm Mortgage Bonds of funds now on time deposit, or U. S. Treasury Bonds or such other Federal bonds as in his discretion seems most satisfactory.

7. Insurance on Kinhead and Breckinridge Halls.

In regard to insurance on Kinhead and Breckinridge Halls see Section 10, Minutes of Executive Committee, November 24, 1937. Without further orders the following letters of Mr. Gordon were ordered inserted in the Minutes and the matter was continued awaiting opinion of Attorney General.

November 26, 1937

Honorable Hubert Meredith  
Attorney General of Kentucky  
Frankfort, Kentucky

Dear General Meredith:

RE: University of Kentucky.

At a meeting of the Executive Committee of the Board of Trustees of the University of Kentucky on last Wednesday, my attention was called to the question that has been raised about fire insurance policies covering two dormitories at the University.

I enclose herewith copy of a letter from Mr. D. H. Peak, Business Agent, addressed to you under date of September 22, 1937. I understand that letter was accompanied by a number of documents bearing upon the question presented. I do not have all of the details before me, but these buildings were financed by the Security Trust

Company of Lexington, to which Company the land was conveyed upon which the buildings were erected. Title to the property and actual ownership thereof is in the Security Trust Company, the University having a lease thereon, by the terms of which, at the expiration of a certain time, if the University has continued to pay the obligations prescribed by the lease, the property is to be conveyed to the University.

The agreement or lease expressly provides that the Trust Company shall carry adequate fire insurance covering this property, and that the University shall reimburse the Trust Company for the premiums on said policies.

Under that contract, entered into long before the present State Insurance Law was adopted, the matter of placing this insurance is entirely with the Trust Company.

You will understand that the spirit and intention of the Board of Trustees of the University is to cooperate in every way with the State Departments, but it seems clear to me that in this instance the University is bound by its contract and that there is nothing to be done in this matter except to have the Trust Company continue to carry this insurance and have the University continue to reimburse it for the premiums.

I will appreciate it very much if you will have your office prepare an opinion upon this question, addressed to the Business Agent of the University, with a copy to the Director of Insurance of the State and a copy to me, so that my files will be complete.

Thanking you very much for your courtesy in the matter, I beg to remain,

Very truly yours,

(Signed) Robert G. Gordon

CC: Dr. Frank L. McVey  
Senator D. H. Peak

December 9, 1937

Dr. Frank L. McVey, President  
University of Kentucky  
Lexington, Ky.

Dear Dr. McVey:

I sent you a copy of my letter of November 26th, addressed to the Attorney General upon the subject of fire insurance on the dormitories.

Having had no response to that letter, I tried to reach the Attorney General by telephone today, but was unable to get him. However, I talked with his Secretary, who told me that she understood the Attorney General was expecting to write the opinion himself within the next day or two. I sent word to him that while we did not want to press him about the matter, nevertheless, it was quite important that we should have his opinion in time for the meeting of the Board on next Tuesday.

I feel reasonably sure that the opinion will be forthcoming by that time.

Very truly yours,

(Signed) Robert G. Gordon.

### 8. Boiler Insurance.

Dean Graham submitted the list of hot water heaters and boilers referred to in Section 9, Minutes of Executive Committee of November 24, 1937, to Professor Perry West for the purpose of checking each of the items as to necessity of carrying boiler insurance thereon. Professor West advised that the following heaters and boilers on the list should be included in the boiler insurance policy:

	Object Charge for Base Policy	Other Than Working-men's Compensation	Crack- ing Cover- age (Cast Iron Boil- ers On- ly	Steam Pip- ing Main
SUPERINTENDENT'S RESIDENCE				
No. 1 Fired Storage Water Heater	18	1.95		
No. 1 U.S. Rad. Corp. B-7 Hot Water Heating Boiler-Stoker Fired				



	Object Charge for Base Policy	Other than Working- men's Com- pensation	Cracking Coverage (Cast Iron Boil- ers Only)	Steam Piping Main
<b>FARM GREENHOUSE</b>				
No.1 U.S.Rad.Corp.850 Gr.2	18	1.25	195	
No.1 Hot Water Tank 1'2" x 5'	4	1.25		
No.1 Fired Coil Water Heater	14	1.25		
<b>VETERINARY HOSPITAL</b>				
No.1 Amer.Rad.W-19-6 Gr. 3 Boiler	18	1.25	25	
No.1 Hot Water Tank 1'2" x 6'	4	1.25		
No.1 Fired Coil Water Heater	14	1.25		
<b>POULTRY FARM</b>				
No.1 Shenandoah Mfg.Co. Gr.3 Round Boiler	18	1.25	25	
No.1 Hot Water Tank 1'2" x 5'	4	1.25		
<b>DAIRY FARM BUILDING</b>				
No.1 U.S. Rad. Round Gr. 4 Boiler	18	1.25	40	
No.1 Fire Tube V.T. Boiler Class 2	34	1.25		3
No.1 Hot Water Tank 1'6" x 5'	4	1.25		
<b>OBSERVATORY</b>				
No. 1 Hot Water Tank 1' x 5'	4	1.25		
No. 1 Fired Coil Water Heater	14	1.25		

The suggestion of Professor West was approved and the Business Agent was ordered to report the action of the Committee to the agents of the Hartford Insurance Company, Woodall and Melton, Paducah, Kentucky, and to submit to these agents a copy of the list of heaters and boilers approved for boiler insurance. Request is to be made for change of policy of insurance so as to include the heaters and boilers on the list, and refund to University is to be asked on premium paid on original policy after additional charges and credits have been made.

#### 9. Election of Candidates for Alumni Trustee.

In compliance with the order entered at the meeting of the Executive Committee of the Board of Trustees held September 21, 1937, and with the rules and regulations set up by the Board of Trustees of the University of Kentucky and state laws for the Alumni election of the member of the Board of Trustees, the Secretary of the Board of Trustees mailed to each graduate of the University of Kentucky a copy of the said rules and regulations and a ballot containing the names of the nominees of the Alumni Association.

To and including December 13, 1937, the day before the regular December meeting of the Board of Trustees, 1348 envelopes containing ballots were received. On December 14, a meeting of the Executive Committee of the University of Kentucky was held, a quorum of the Board of Trustees not being present. The result of the election was certified to the Executive Committee in open meeting by the Election Committee, consisting of Virginia Earnest, representing the Secretary of the Board; Ethel Rix, representing the Secretary of the Alumni Association; and Otis Lee Harris, selected by the Secretary of the Board of Trustees and the Secretary of the Alumni Association, to assist in opening and counting the ballots. The report showed the vote to be as follows:

Marshall Barnes	650
Mrs. Ben H. Collins	518
E. S. Dabney	690
George H. Haley	342
G. Lee McLain	638
Dr. George Wilson	990

In addition to the votes cast for the regular nominees, two votes each were cast for ten other persons; and one vote each was cast for thirty other persons; whose names were written in the ballots.

Thereupon on motion and second, which was carried, the Secretary of the Board was ordered to certify to Governor A. B. Chandler the names of Dr. George H. Wilson, Mr. E. S. Dabney, and Mr. Marshall Barnes, these being the names of the three persons receiving the largest number of votes. From this list of three names the Governor is to make selection of an Alumni member of the Board of Trustees for the term beginning January 1, 1938.

Complete report of the election is recorded in these minutes as Appendix A.

10. Athletic Association Note to First National Bank and Trust Company.

President McVey submitted the following letter of the President of the Alumni Association:

December 2nd, 1937

Dr. Frank L. McVey, President  
University of Kentucky  
Lexington, Ky.

Dear Dr. McVey:

Following our conference of yesterday I am writing to say that the Executive Committee of the Alumni Association wishes to respectfully raise the question of the liability of the Association on the note for a little more than \$8000.00 to the First National Bank, of Lexington, Ky., also signed by the University, and by the Athletic Council, and which note has been running for many years.

We wish your advices and counsel about it, and would appreciate hearing from you at your convenience.

Thanking you for your help in this matter, I am

(Signed) Marcus C. Redwine.

In this connection referencē was made to Minutes of the Executive Committee of March 7, 1924. The Minute referred to is in words and figures as follows:

1. Supplementary Contract for Basketball Building. President McVey presented to the Committee the matter of the Basketball Building, stating that the contractors had been unable to dispose of the notes executed and signed under previous agreement with the Board. The matter was discussed at length, and the following resolution was offered, seconded, and unanimously adopted:

Be it resolved, That the Chairman of the Executive Committee be and he is hereby authorized and directed to execute a contract in the following terms. (The wording of the contract was authorized in the following form and subsequently executed in the same form.)

THIS SUPPLEMENTAL AGREEMENT between the Blanchard-Crocker Company, a corporation, whose principal office is in Lexington, Kentucky (hereinafter sometimes called "Contractor"), party of the first part, the Alumni Association of the University of Kentucky (hereinafter sometimes called the "Owner"), party of the second part, the Athletic Council of the University of Kentucky, (hereinafter

sometimes called the "Athletic Council"), party of the third part, and the University of Kentucky, party of the fourth part.

W I T N E S S E T H:

WHEREAS, the parties hereto entered into a contract, in writing, dated December 22, 1923, covering the construction of a building upon the property of the University of Kentucky called the Basketball Building; and

WHEREAS, the terms of that contract provide for the execution by the Alumni Association and the Athletic Council of promissory notes aggregating in principal amount approximately \$30,000; and

WHEREAS, the Contractor has represented that he has been unable to arrange to negotiate said notes or to realize any cash thereon, and unless he shall be able to realize cash thereon he will be unable to continue with the construction of the building or to complete the building pursuant to the terms of the contract, or at all; and

WHEREAS, it is to the interest of the University of Kentucky that said building be completed within as short a time as practicable,

NOW, THEREFORE, in consideration of the premises and of other good and valuable consideration, receipt of all of which is hereby acknowledged by each of the parties hereto; it is agreed as follows:

1. Each of the \$1,000 notes mentioned in said contract shall be made to mature in six months after its date.

2. The University of Kentucky agrees to guarantee the payment of the first twenty notes of \$1,000 each, referred to in said contract, and any renewals thereof by appropriate endorsement thereon.

3. After said \$20,000 in principal amount of notes shall have been issued under the terms of said contract, as hereby modified, then all remaining notes issued thereunder shall bear a statement to the effect that the payment of said notes shall not be made until after all of the first twenty notes which have been endorsed by the University, and any renewals thereof, together with all interest thereon, shall have been paid in full.

4. It is agreed by all the parties hereto that any and all of the notes endorsed or guaranteed by the University of Kentucky will be renewed from time to time upon the request of the University of Kentucky, and as often as requested by the University of Kentucky.

WITNESS the signatures of the parties hereto by their respective officers thereto duly authorized this seventh day of March, 1924.

THE BLANCHARD-CROCKER COMPANY

By E. C. Crocker  
President

ALUMNI ASSOCIATION  
UNIVERSITY OF KENTUCKY

By Wm. H. Townsend  
Chairman, Executive Committee

ATTEST:

W. C. Wilson  
Secretary.

ATHLETIC COUNCIL  
UNIVERSITY OF KENTUCKY

By H. E. Curtis  
Secretary to Treasurer

YBUV  
UNIVERSITY OF KENTUCKY

By Richard C. Stoll  
Chairman, Executive  
Committee

ATTEST:

Wellington Patrick  
Secretary

President McVey was directed to answer the letter from Alumni Association President Redwine and enclose a copy of the contract above set out.

11. Changes of Names by Students.

Letter of Registrar



November 1, 1937

President Frank L. McVey  
University of Kentucky

My dear President McVey:

I am asking for further advice concerning the position that this office should take on changes of names by students. The problem arises in most cases when students file their applications for degrees. Some time ago the issue was raised by Professor Gillis and at a meeting of the Executive Committee of January 16, 1935, this committee referred to Carroll's Kentucky Statutes, 1930 edition, Chapter 90, Sections 3117-18, 18 and 20, as to procedure in such cases and stated that it is necessary that this law be complied with in order to have names changed. This would seem to be a clear definition of policy. However, there seems to be some difference of opinion as to whether or not this law is mandatory and whether or not any individual does not have at common law the right to change his name at any time. Dean Evans, to whom students go on an issue of this character, has handed me a copy of the letter which he addressed to you on February 11, 1935, in which he cited several court rulings which would seem to imply that the common law prevails in an issue of this kind. He also points out that the Kentucky law is not mandatory and that it was enacted, not with the idea of compelling court procedure, but with the idea of making the change a matter of record when it would otherwise cause difficulties.

The particular case that has arisen this time makes the strict enforcement of the law somewhat questionable, since the student is asking only that he be permitted to drop a middle initial which is an initial only and does not stand for a full middle name. It seems that in his dealings with the Government in connection with his ROTC course he has dropped the middle initial in order to avoid explaining over and over again that it is an initial only. Now he would like to have his diploma made out without the middle initial in order that the discrepancy will not be noted later and cause him difficulty. To refuse him this privilege would seem to be stressing the point perhaps too much. On the other hand, if we admit any change of name without court action it will be difficult to draw the line in other cases.

I should appreciate it if I could have from the Executive Committee of the Board and from you a recommendation as to the proper disposition of this case, but more particularly a recommendation as to a policy which would conform with our needs in this office and with the legal requirements in this state.

Sincerely,  
(Signed) Leo M. Chamberlain, Registrar.

The student, registered as Robert L. Anderson, requested that he be allowed to drop the middle initial "L" from his record of registration. It was unanimously agreed that the Registrar be authorized to grant Mr. Anderson's request.

12. Reports of Campus Committee.

a. Walks and Grading - Memorial Hall Area.

Letter of Chairman

December 7, 1937

Dr. Frank L. McVey, President  
University of Kentucky  
Campus

Dear Dr. McVey:

The Campus Committee would like to submit the following detailed drawing and recommendations for the grading of the area between the Agriculture Building, Memorial Hall and the Reynolds property facing on South Limestone street, together with the outline of the proposed walks in this area.

The plan calls for regrading this area, giving it a gentle slope from the sidewalk on South Limestone street to the main steps leading into Memorial Hall. In doing this grading we will establish a terrace next to the Reynolds property and make a slight fill on the south side of the Agriculture Building. The terrace should not be objectionable as it is to be sodded and we figure that the University will remove this building as soon as other privately owned properties are acquired in the corner made by Graham Avenue and Limestone Street.

We propose a main walk 15 feet wide, extending from the sidewalk on Limestone street to the bottom step of Memorial Hall, an 8 foot walk from the south entrance of the Agriculture Building to this main walk and a 6 foot walk from the south entrance of the Agriculture Building to the sidewalk on Limestone street, this last named walk to serve a dual purpose of both walk and service drive to the Agriculture Building.

Mr. Crutcher says that under the present arrangement this work can be done with W.P.A. labor, and at very little expense to the University.

The Committee believes that this will make a suitable approach to Memorial Hall and help give the building the setting it deserves.

The Committee would like your consideration of the advisability of the construction of curved entrances into this walk from the sidewalk on South Limestone and the advisability of having lamp posts in order that the end of the walk might be lighted when evening programs are given at Memorial Hall.

I will appreciate having your reactions to these proposals.

(Signed) N. R. Elliott, Chairman  
Campus Committee.

On motion and second the grading and construction of walks as recommended by the Committee was approved.

b. Tree Feeding.

Mr. Hillenmeyer was asked to make a statement as to advisability of tree feeding on the campus. He stated that according to his experience the feeding should be continuous. He deemed the feeding advisable but thinks that experiment should be made on a few trees and not on all trees on campus at the same time. The report was referred to him for study and advice to the Board of Trustees.

13. Botanical Garden.

A memorandum of the views of the Committee on Botanical Garden was presented. It reads as follows:

MEMORANDUM

I. REASONS FOR A BOTANIC GARDEN AT THE UNIVERSITY OF KENTUCKY:

1. Kentucky has a climate and soil adaptable to the growing of a large number of plants that are not native, in addition to a wealth of native material as large, if not larger, than most of the states in the middle west.

2. Students and patrons of the University are entitled to a place where they may study and observe plants throughout the entire twelve months of the year.

3. Since the University has recently been designated as the graduate institution of the state, advanced students should have access to as good, or better, collection of plants than found at any institution in the state and one that compares favorably with plant collections found at similar state institutions.

II. MAINTENANCE OF BOTANIC GARDEN AT THE UNIVERSITY OF KENTUCKY:

1. A certain definite area should be set aside by the Board of Trustees of the University for the development of a Botanic Garden.

2. It will be understood that under no condition will there be any infringement on this area set aside for the Botanic Garden.

3. A sum of money, \$1200 minimum per year to begin with, should be included in the annual University budget for the maintenance of the Botanic Garden.

4. A person, appointed by the President of the University, will have absolute charge of the garden.

5. The person in charge will be permitted to employ a full time man to work in the garden, this person's salary to be paid out of the Botanic Garden appropriation.

6. The person in charge of the Garden will be permitted to buy equipment and plants, make necessary changes as the conditions warrant, and pay for same out of the funds appropriated for the Garden.

7. All transactions in connection with the Garden that involve the expenditure of any of the fund budgeted by the University shall be approved by the President of the University, or someone designated by him.

8. No one will be permitted to add to, or take from, the list of plants that are in the Garden except on recommendation of the person in charge.

9. The University will provide a suitable place for the storing of equipment and tools to be used in connection with the care of the Garden. These shall be under the absolute control of the person in charge of the Garden.

10. The joint committee, composed of certain members of the University Staff, and certain designated members of the Lexington Garden Club, shall be continued as an advisory committee.

11. Those persons interested in the Botanic Garden will not only encourage its development but they will also cooperate in the development of the entire campus.

Signed N. R. Elliott

Date: June 10, 1937.

Setting aside of area for the Botanical Garden was discussed. President McVey suggested that the present area be retained extending to a line drawn from east side of the Patterson home, parallel therewith to the wall of the Athletic Field. Mr. Hillenmeyer stated that in his opinion, whether or not it be included in the garden, that the entire hillside from the garden to Rose Street, should be beautified and that the part of the hillside on the Mulligan tract might be used for growing wild flowers and native plants. In that connection it was suggested that parking cars during games or at other times should not be allowed in the area south of the stadium and the Superintendent's House. Complete relinquishment of the control of the area by the Board of Trustees was considered not advisable or possible. Supervision of the garden by a suitable person and an appropriation for the purposes set out in the memorandum were suggested as desirable but that these questions are not yet ready for action of the Board.

All the questions raised were referred to President McVey for study and future suggestions to the Board of Trustees.

#### 14. Law Building, Named Lafferty Hall.

President McVey presented copy of resolutions passed by the Alumni Association of the Law College of the University of Kentucky, which resolutions requested that the new Law Building be named for Judge W. T. Lafferty. He further suggested that other requests had been made to him that the building be named for Judge Lafferty.

The Law College was organized by Judge Lafferty in 1908, he serving the University from that date until the date of his death in 1922. The resolutions are copied as follows:

#### Resolution

WHEREAS, an appropriation has recently been made by the State of Kentucky for the extension of the building program at the University of Kentucky and from said appropriation a sufficient sum is being allocated for the construction of a building for the Law Department of the University of Kentucky;

and

WHEREAS, this allocation has been the result of the incessant demands of public spirited men over a period of twenty-eight years; and

WHEREAS, the original idea of a separate and adequate law building for said department originated with the late W. T. Lafferty, who was the first Dean of the Law School of the University of Kentucky, and who, for

fourteen years thereafter, was the Dean of said College of Law; and

WHEREAS, the present high rating of the College of Law among the leading law departments of America is in a large degree attributable to the firm and lasting foundation laid by the late W.T. Lafferty during the first fourteen years of its existence, when he hastened his own death by sacrificing health, finances and personal pleasures in his fight for proper appropriations for said University and his fight to develop a law school that would be the pride of all Kentuckians and the object of admiration for people from everywhere;

NOW THEREFORE, be it resolved that we, the members of the Alumni Association of the Law Department of the University of Kentucky, hereby request and urge that said College of Law Building, when completed, be named, designated and known as "Lafferty Hall", as a memorial to the founder of said College and as a tribute to the memory of him who conceived the necessity and possibility of such a department and who, through tireless effort, lived to see the foundation properly laid for the College of Law from which we all graduated and to which we point with such triumphant pride.

The question of naming the building had been brought before the Executive Committee at an earlier date, but action was postponed for consideration at a Board of Trustees meeting. However, there being no quorum of the Board at this meeting, the members present deemed it advisable not to delay longer the naming of the Building, and on motion of Mr. Hillenmeyer, seconded by Mr. Park, it was unanimously voted to name the new Law Building William Thornton Lafferty Hall. However, the Executive Committee ruled that this action should not be taken as a precedent, naming buildings being considered questions for action by the Board of Trustees.

#### 17. Trust Fund for Study of Avian Coccidiosis.

President McVey announced a contribution of \$2,000.00 by Mineral Springs Products Company of given for the purpose of making a study of Avian Coccidiosis. Dean Cooper announced willingness to accept the contribution to be used for that purpose, and asked that it be set up as an expendible trust fund, controlled by the Board of Trustees.

It was ordered that the contribution be accepted and set up by the Business Office as an expendible trust fund, expendible on order of Dean T. P. Cooper, and not to be transferred to State Treasury.

18. P. W. A. Construction, College Dockets.

a. Cafeteria Committee Report

Action on report of Committee deferred to a later meeting.

b. Opening of Bids

Report by Dean Graham

December 14, 1937

President Frank L. McVey  
University of Kentucky

My dear President McVey:

Bids were received and opened in your office at 2:00 p.m. December 13, 1937, on contracts Nos. 460 (Heating and Ventilating - Biological Building); 750 (Water Cooling Equipment - Law and Engineering Buildings); and 620 (Elevator Equipment - Student Union Building). I herewith submit all bids received and opened, together with a summary of each group of bids.

You will note that three bids were submitted for the water cooling equipment and that of the Combs Lumber Company of Lexington, Kentucky, being the lowest in the sum of \$769.00 with Sterling Electric Company of Lexington, Kentucky, the next lowest in the sum of \$850.00. Therefore, I recommend that the bid of the Combs Lumber Company be accepted and that Contract No. 750 as specified and published be awarded to this Company in the sum of \$769.00, and that the Chairman of the Executive Committee be authorized to execute same on behalf of the University.

You will note that three bids were submitted for furnishing and installing the heating and ventilating equipment (Contract No. 460) and that the Reliance Engineering Company of Charlotte, N.C., was the lowest bid in the sum of \$22,888.00, with John F. Humphrey of Knoxville, Tennessee, the next lowest in the sum of \$24,634.00. Therefore, I recommend that the bid of the Reliance Engineering Company of Charlotte, North Carolina, be accepted and that Contract No. 460, as specified and published, be awarded to this Company in the sum of \$22,888.00 and that the Chairman of the Executive Committee be authorized to execute same on behalf of the University. For your information, one bid for this Contract No. 460 was received by mail at 9:00 a.m. December 14 from the Meyer Heating and Plumbing Company of Louisville, Kentucky, and will be returned unopened to the bidder in accord with the P.W.A. regulations.



You will note that three bids were received and opened for the elevator in the Student Union Building, Contract No. 620, and also one bid was received by telegraph, the bidder (Otis Elevator Company of Louisville, Kentucky) being prevented by weather condition from being present. These bids need further study before we can make a recommendation thereon and, therefore, I suggest no action be taken pending such recommendation.

(Signed) James H. Graham  
Dean

c. Tabulation of bids

(1) Heating and Ventilating, Biological Sciences Building.

RESOLUTION ORDERING THE FILING OF BIDS

WHEREAS, pursuant to advertisement, bids for the construction of the Heating and Ventilating work for the Biological Sciences Building have been filed by the following bidders:

John F. Humphrey Company, Knoxville, Tennessee.  
D. G. Veach, Lexington, Kentucky.  
Reliance Engineering Company, Charlotte, North Carolina.

that said bids have been duly received, opened and publicly read:

NOW, THEREFORE, BE IT RESOLVED that the bids listed in the preamble hereof be filed and presented to Col. James H. Graham, Chief Engineer, University of Kentucky, and that the said Chief Engineer is hereby directed forthwith to tabulate said bids, and at the earliest practicable moment, report to this Board of Trustees of the University of Kentucky his findings as to the lowest and best bid.

Bids

John F. Humphrey, Knoxville, Tenn.	--	\$24,634.00
D. G. Veach, Lexington, Ky.	-----	26,267.00
Reliance Engineering Company, Charlotte, N. C.	-----	22,888.00

## (2) Water Cooling Equipment, Law and Engineering Buildings.

## RESOLUTION ORDERING THE FILING OF BIDS

WHEREAS, pursuant to advertisement, bids for the furnishing and installing of the Water Cooling Equipment for the Law Building and the Engineering Buildings have been filed by the following bidders:

Temperature Sales Company, Lexington, Kentucky.  
Sterling Electric Company, Lexington, Kentucky.  
Combs Lumber Company, Lexington, Kentucky.

that said bids have been duly received, opened and publicly read.

NOW, THEREFORE, BE IT RESOLVED that the bids listed in the preamble hereof be filed and presented to Col. James H. Graham, Chief Engineer, University of Kentucky, and that the said Chief Engineer is hereby directed forthwith to tabulate said bids, and at the earliest practicable moment, report to this Board of Trustees of the University of Kentucky his findings as to the lowest and best bid.

Bids

Temperature Sales Company, Lexington, Kentucky --	\$1,147.00.
Sterling Electric Company, Lexington, Kentucky --	850.00.
Combs Lumber Company, Lexington, Kentucky -----	769.00.

## d. Heating and Ventilating - Biological Science Building

RESOLUTION AWARDDING CONTRACT

WHEREAS, James H. Graham, Chief Engineer, University of Kentucky, pursuant to a resolution heretofore adopted, has tabulated and considered all bids heretofore received for the construction of the Heating and Ventilating work for the Biological Sciences Building and has duly made his recommendations to this Board of Trustees, University of Kentucky, and it appearing from said recommendations and report that the Reliance Engineering Company, Charlotte, North Carolina, is the lowest and best bidder for the construction of the Heating and Ventilating work for the Biological Sciences Building, in the sum of \$22,888.00; and that this Board of Trustees, University of Kentucky, after considering said report and recommendations and all bids heretofore filed, finds that the bid of Reliance Engineering Company, Charlotte, North Carolina, is the lowest and best bid:

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Trustees, University of Kentucky AS FOLLOWS:

Section 1: That the bid of Reliance Engineering Company for the construction of the Heating and Ventilating work for the Biological Sciences Building in the sum of \$22,888.00, is hereby accepted, determined and declared to be the lowest and best bid; and that a contract for the construction of said work, as

heretofore prescribed by the plans, specifications and contract documents, shall be forthwith executed for said construction.

Section 2: That Judge Richard C. Stoll, Chairman, Executive Committee of the Board of Trustees, is hereby authorized and directed to execute said contract for and on behalf of the University of Kentucky.

Passed this fourteenth day of December, 1937.

e. Water Cooling Equipment in Law Building and Engineering Building.

#### RESOLUTION AWARDING CONTRACT

WHEREAS, James H. Graham, Chief Engineer, University of Kentucky, pursuant to a resolution heretofore adopted, has tabulated and considered all bids heretofore received for the furnishing and installing of the Water Cooling Equipment for the Law Building and the Engineering Buildings, and has duly made his recommendations to this Board of Trustees, University of Kentucky, and it appearing from said recommendations and report that the Combs Lumber Company, Lexington, Kentucky, is the lowest and best bidder for the furnishing and installing of the Water Cooling Equipment for the Law Building and the Engineering Buildings, in the sum of \$769.00; and that this Board of Trustees, University of Kentucky, after considering said report and recommendations and all bids heretofore filed, finds that the bid of Combs Lumber Company, Lexington, Kentucky, is the lowest and best bid:

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Trustees, University of Kentucky AS FOLLOWS:

Section 1. That the bid of Combs Lumber Company for the furnishing and installing of the Water Cooling Equipment for the Law Building and the Engineering Buildings in the sum of \$769.00, is hereby accepted, determined and declared to be the lowest and best bid; and that a contract for the construction of said work, as heretofore prescribed by the plans, specifications and contract documents, shall be forthwith executed for said construction.

Section 2: That Judge Richard C. Stoll, Chairman, Executive Committee of the Board of Trustees, is hereby authorized and directed to execute said contract for and on behalf of the University of Kentucky.

Passed this fourteenth day of December, 1937.

18. State Office Building - Dean Graham's Services Requested.

President McVey then stated that Governor Chandler desired Dean Graham to supervise the preparation of plans and specifications for the construction of an office building to house the several administration departments of the State at Frankfort, under the like procedure and personnel conditions heretofore used in the building program of the University, wherein all the work has been performed by and through the College of Engineering, but wherein the expense for additional engineering and architectural personnel and supplies, needed for a proper execution of the work, was charged direct to the construction account, and not to the budget of the College. The President further stated that, with the approval of the Governor, Dean Graham had chosen Mr. John T. Gillig as an associate in this work and had recommended and requested that Mr. Gillig be attached to the College of Engineering during the duration of the work as an Associate Professor of Construction Engineering, it being understood that his salary would be paid out of an office building construction account to be provided by the State.

Therefore, upon motion duly made and seconded, it was resolved that the facilities of the College of Engineering were tendered to Governor Chandler for the preparation of plans for the proposed State office building at Frankfort under the procedure and conditions as stated by President McVey, and that Mr. John T. Gillig be named as Associate Professor of Construction Engineering during the duration of the proposed work.

19. Appointments and Other Staff Changes.

President McVey presented staff appointments and other changes requested by deans and heads of departments, and, on his recommendation, by motion and second, the following were approved and record ordered made in the Minutes:

Appointments.

Lavern Tripp, graduate assistant, Department of Mathematics, for second semester, 1937-1938, at \$250.00 for the semester. He graduated from Southern Illinois Normal University in 1936.

Williard Clatsworthy, graduate assistant, Department of Mathematics for second semester, 1937-1938, at \$250.00 for the semester. He will graduate from Berea College in January, 1938.

Harvey J. Whitehouse, Graduate Assistant in History, for two months, effective December 1, 1937. He is a graduate of Transylvania College; salary \$50.00 per month.

Leaves of Absence

Thomas D. Clark, Department of History, sabbatical leave for year 1938-1939 on half pay. He expects to work under the Bureau of Social Research, University of North Carolina, in the study of Southern aristocracy.

Charles F. Krewson, Department of Chemistry, sabbatical leave for year 1938-1939 on half pay.

L. A. Pardue, Department of Physics, sabbatical leave for year 1938-1939, on half pay. He will spend the period in study and research work at one of our large universities.

Niel Plummer, assistant professor, Department of Journalism, sabbatical leave for year 1938-1939, on half pay.

H. B. Morrison, Assistant Professor of Dairy Husbandry, sabbatical leave from October 20, 1938 to June 26, 1939. He expects to take work toward degree of Doctor of Philosophy, at Iowa State College.

#### Promotions and Changes.

Assistant Professor Niel Plummer was appointed Acting Head of the Department of Journalism for the remainder of this academic year; a salary increase of \$200.00 for second semester was approved.

Miss Virginia Robinson, graduate assistant in Department of Journalism, now receiving \$25.00 per month, was assigned additional duties of handling three of Professor Enoch Grehan's classes for the rest of this semester. Her salary was increased to \$85.00 per month for the period, effective January 1, 1938.

#### Deaths of Staff Members.

Elba Edward Lambert, County Agent, Pike County, died November 25, 1937.

J. S. Barnes, assistant superintendent, Robinson, Sub-Experiment Station, died December 13, 1937.

Professor Enoch Grehan, Head of the Department of Journalism, died December 11, 1937.

#### Agricultural Extension Division

Miss Mary Stillwell, clerk for past six years, was given increase of salary, the new rate to be \$1,260.00 per year, effective January 1, 1938.

W. L. Browning, County Agent, Powell County; resignation effective November 30, 1937, was accepted.

Cloide C. Shade, County Agent, Estill County, change in salary to \$1,800.00, effective January 1, 1938, employed on month to month basis.

Hollis Henson, changed from assistant County Agent to regular County Agent, Pike County, salary \$1,500.00, effective December 1, 1937.

Alice Penn, home demonstration agent, Simpson County, Kentucky, name changed to Mrs. Alice Penn Leachman, effective November 20, 1937.

Mattie Sue Betterworth, home demonstration agent, Webster County, name changed to Mrs. Mattie Sue Betterworth Young, effective November 26, 1937.

Vivian Muster, home demonstration agent, Grayson County, name changed to Mrs. Vivian Muster Ewing, effective September 11, 1937.

William B. Ray, County Agent, Breckinridge County, employment changed from year<sup>ly</sup>/to month to month basis, effective January 1, 1938.

Gladys T. Fisher, changed from assistant to regular Home Demonstration Agent, Graves County, salary increased to \$1800.00 a year, effective January 1, 1938.

On motion duly seconded, the Committee adjourned.

D. H. Peak  
Secretary, Board of Trustees.