

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, July 16, 1943.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:00 a.m. Friday, July 16, 1943. The following members were present: Judge Richard C. Stoll, James Park, H. D. Palmore, R. P. Hobson, and H. S. Cleveland. President H. L. Donovan and Comptroller Frank D. Peterson were also present.

A. Approval of Minutes.

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1. Upon motion duly made and seconded, the minutes of the Executive Committee of June 25, 1943, were approved as published.

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B. Report of Comptroller.

The Comptroller made an oral financial report concerning the financial status as of June 30, 1943. He also briefly referred to the printed copy of the annual report of the Comptroller for the year ending June 30, 1942, and asked for advice in publishing an annual report for the year ending June 30, 1943. It was called to the attention of the Executive Committee that the report for 1941-42 was delayed awaiting an audit certificate of the Auditor of Public Accounts. It seemed to be the consensus of opinion of the members of the Executive Committee that an audit certificate should be secured but, in the event the Auditor of Public Accounts was unable to make an audit within a reasonable period of time after the close of the fiscal year, that the report should be published.

C. The Lease of 187 Euclid Avenue Property.

President Donovan submitted a lease made and entered into as of the first day of July, 1943, between the Board of Trustees of the University of Kentucky and James O'Brien. The terms of the lease were explained by the Comptroller and also examined by members of the Executive Committee, after which the Committee took the following action:

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2. Upon motion duly made and seconded, the lease above referred to was accepted and the action of the Comptroller in signing said lease on behalf of the University of Kentucky was approved. It was further ordered that the lease be filed with the Secretary.

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D. A.S.T.P. Contract.

President Donovan reported to the Board the contract made and entered into by and between the University of Kentucky and the United States Army whereby the United States Army will send to the campus of the University of Kentucky not to exceed 600 soldiers for training during the months of May and June. He further reported that contract had been signed by the Chairman of the Executive Committee.

The Executive Committee approved the action of the Chairman of the Executive Committee in signing the contract.

E. Alumni Magazine.

The question of the University of Kentucky publishing periodically an alumni magazine was discussed by the members of the Executive Committee. The opinion was expressed that much good could be derived for the University through the publishing and distribution of an alumni magazine comparable to that published by some of the more progressive universities comparable to Kentucky.

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- 3. Upon motion duly made and seconded, a Committee composed of President Donovan, Mr. Palmore and Mr. Peterson was appointed to study the question of publishing such a magazine and make a report to the Executive Committee.

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F. Restricted Budgets Approved.

President Donovan submitted budgets for restricted funds including the University School Cafeteria, Guignol Theatre, Kentucky Kernel, Department of Athletics, Haggin-Keeneland Funds, and the Student Union Commons. The Executive Committee examined these budgets and took the following action:

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- 4. It was moved and seconded that the budget for restricted funds as submitted for the year 1943-44 be accepted as a basis of maximum expenditures, and that inclusion of the name of any person in the budget shall not be considered as a contract of employment, and the Board of Trustees or the Executive Committee shall be authorized to make such changes in the budget as may from time to time be deemed necessary or advisable. A copy was ordered filed with the Secretary of the Board.

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G. Gifts.

President Donovan submitted to the Executive Committee a loan and scholarship fund made available from the W. K. Kellogg Foundation, and also a large American flag presented to the University of Kentucky from Mr. and Mrs. C. W. Sulier. The Executive Committee expressed its pleasure in receiving the loan and scholarship fund and the flag and directed the President to write a letter accepting same and expressing to the donors the appreciation of the University of Kentucky.

H. Sick Leaves.

President Donovan brought to the attention of the Executive Committee the question relating to sick leave for employees of the University. He stated that apparently the University did not have a sick leave policy but that each case had heretofore been handled separately. The Chairman of the Executive Committee then appointed the President and the Comptroller to study this question and asked them to recommend a policy for action of the Board of Trustees.

I. Alumni Bonds.

President Donovan submitted the following letter relative to the Comptroller accepting United States Savings Bonds belonging to the Alumni Association:

July 12, 1943

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I received from the Secretary of the Alumni Association, of the University of Kentucky, the following U. S. Treasury Bonds:

#C1361460 G -- \$100.00 issued in June, 1943.
#C1361461 G -- \$100.00 issued in June, 1943.
#C1361462 G -- \$100.00 issued in June, 1943.
#C1361463 G -- \$100.00 issued in June, 1943.

These bonds are being accepted by the Comptroller to be deposited in the University of Kentucky lock box at the First National Bank & Trust Company. I believe it would be desirable to present this to the Executive Committee of the Board of Trustees.

Yours very truly,

(Signed) Frank D. Peterson
Comptroller.

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- 5! Upon motion duly made and seconded, the Comptroller was authorized to accept and safely keep the above bonds.

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J. Checking of Securities Held by the Comptroller.

At the request of the Comptroller, the following committee was appointed to check the securities owned by University, divisions and various organizations and now in the custody of the Comptroller. The Chairman appointed the following committee: Dean Leo M. Chamberlain, Mr. H. D. Palmore.

K. Fellowships and Scholarships.

The President submitted the following list of fellowships and scholarships and recommended that they be approved:

FELLOWSHIPS AND SCHOLARSHIPS
1943-44

Fellowships - \$500

<u>Name</u>	<u>Major</u>	<u>Home Address</u>
Jacqueline Page Bull	History	Lexington
Mabel Lucille Warnecke	Education	Lexington

Fellowships - \$400

Margaret Price Montondo	Psychology	Lexington
Jeanne Carolyn Lowry	Education	Johnson City, Tenn.
Jacob Harold Greenlee	Greek	Wilmore
Thelma Oleen Majors	Education	Big Rock, Tenn.
Loretta Christine Elias	Bacteriology	Jacksonville, Fla.
John Douglas Reeve	Anatomy & Physiology	Louisville
Susanna Burton Reynolds	Psychology	Carlisle
George H. Kimmel	Education	Horse Cave
Leila Gott Harris	English	Berea

Scholarships - \$200

Mary Griffith West	Bacteriology	Williamsport, Pa.
Dora Silva	Bacteriology	Cobo Rojo, Puerto Rico
Dorothy T. Martin	Education	Drift
Elizabeth Shaikun	Education	Greensburg

L. 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

Assistant Professor Blaine W. Schick, acting head of the Department of Romance Languages, during the leave of absence of Professor Hobart Ryland, effective June 7, 1943.

Miss Martha Hildebrandt, instructor in the Department of Mathematics, effective June 28, 1943. Miss Hildebrandt is to teach through the A.S.T. Program, and succeeds Mr. Eaves, who is resigning to enter the Navy.

Mr. Jack Munoz, senior technician in the Department of Bacteriology, twelve months' basis, effective July 1, 1943. Mr. Munoz is being reappointed to the position.

Mr. Morton Dolin, graduate assistant in the Department of Bacteriology, twelve months' basis, effective July 1, 1943. Mr. Dolin is being reappointed to this position.

Miss Alice Moran, junior technician, in the Department of Bacteriology, twelve months' basis, effective July 1, 1943.

Mr. Henry Eigelsbach, junior technician in the Department of Bacteriology, twelve months' basis, effective July 1, 1943. Mr. Eigelsbach is being reappointed to this position.

Mr. George H. Nelson, junior technician, in the Department of Bacteriology, has declined to accept his appointment approved June 25, 1943, by the Executive Committee.

Miss Anna Jane McChesney, part-time instructor in the Department of Political Science, for September, October, November and December, with adjustment in salary.

Miss Dorothy Gene Brooks, graduate assistant in the Department of Mathematics and Astronomy, effective September 1, 1943.

Miss Jeanette Graves, secretary in the Department of Sociology, effective August 1, 1943, or as soon as the new head of the Department arrives.

To teach Physics in the Army Specialized Program for as long as their services may be needed:

Henry A. Carey
 C. V. Ketron
 J. P. Frank
 S. J. Allen
 Menno Fast
 L. R. Boyd
 W. R. Shropshire.

L. C. Harrison, part-time instructor in the Department of Bacteriology, reappointed for 1943-44, on a ten months' basis.

Miss Betty Jean Gable, junior technician in the Department of Bacteriology, September through June, 1944. Miss Gable is to succeed Henry Eigelsbach, resigned.

Corrections in the Minutes of June 4, 1943

On page 40 of the minutes of the Board of Trustees, June 4, 1943, the reappointment of Mr. H. C. Lancaster of the Department of Physical Education reads, "12 months' basis." It should read on a "10 months' basis."

On page 41 of the minutes of the Board of Trustees, June 4, 1943, the reappointment of Dr. Lysle W. Croft as "assistant professor of Psychology to July 1, 1946. (On military leave)." should be changed to read: "Lysle W. Croft, Part-time Assistant Professor, to July 1, 1944. (On military leave)."

Leave of Absence

E. J. Asher, Associate Professor in the Department of Psychology, leave without salary from July 21 to October 12, to instruct soldiers at Purdue University.

Resignations

Mr. J. C. Eaves, instructor in the Department of Mathematics and Astronomy, effective June 28, 1943. Mr. Eaves resigned to accept appointment in the Navy.

Mr. Henry Eigelsbach, junior technician, in the Department of Bacteriology, effective August 31, 1943.

College of Agriculture and Home Economics

Appointments

Mr. Leonard M. Josephson, assistant agronomist, Experiment Station, effective July 1, 1943

Mr. Free W. Wallace, assistant county agent in Hart County, effective July 1, 1943.

Mrs. Claire D. McKinster, home agent helper at Pikeville, effective July 1, 1943. This is a temporary appointment.

Mrs. Bertie M. Jones, home agent helper at London, appointed on a temporary basis, effective July 1, 1943.

Miss Heloise Pennington, home demonstration agent in Campbell County, effective August 1, 1943.

Salary Adjustments, Transfers and Changes in Title.

Miss LaVerne Burnette, assistant home demonstration agent in Hopkins County, promoted to home demonstration agent in the same county, with adjustment in salary, effective July 1, 1943.

Mr. Aubrey M. Warren, county agent in LaRue County, transferred to Washington and Mercer Counties, as County Agent assisting, effective July 1, 1943.

Miss Augusta Ray, home demonstration agent in Hickman County, with adjustment in salary, effective August 1, 1943.

Resignations

Kenneth Gumaer, assistant veterinarian in the Department of Animal Pathology, Experiment Station, effective June 30, 1943.

Harry L. Copenhaver, assistant county agent in Washington and Mercer Counties, effective June 30, 1943.

Miss Jessie Ringo, home demonstration agent in Hickman County, effective July 31, 1943.

Mrs. Louise T. Durham, home demonstration agent in Campbell County, effective July 1, 1943.

Marian Grigsby, fire warden, Robinson Substation, effective July 1, 1943.

College of Education

Appointments

Mr. Lyman Ginger, Science teacher in the University School, effective September 1, 1943. Mr. Ginger will fill the vacancy left by Mr. Kemper, who is on military leave.

Miss Mary Kerr, secretary in the University School for one month, effective July 2, 1943. Miss Kerr will serve while Mrs. Davis is on vacation.

Mrs. Gladys Draper Curd, part-time instructor in Spanish in the University School, for the year 1943-44, effective September 1, 1943.

Mr. H. L. Davis, instructor in the University School during the first term of the summer quarter.

Miss Hazel Chrisman, English instructor in the University School for the first term of the summer quarter.

Mrs. Katherine Harelson, instructor in the University School for the first term of the summer quarter.

Miss Ann Long, librarian in the University School for the first term of the summer quarter.

Miss Amanda Holliday, instructor in the University School for the first term of the summer quarter.

Miss Sallie Adams Robinson, instructor in the University School, for the first term of the summer quarter.

Dr. Jesse E. Adams, acting director of the University School for the year 1943-44,

Miss Ronella Spickard, professor of home economics education, for one month on a half time basis, to do special research work.

College of Engineering

Army Specialist School

Termination of Employment, due to Dissolving of School

Mr. Ernest B. Foley, Jr., temporary instructor, effective July 12, 1943.

Mr. Charles V. Magurean, temporary instructor, effective July 12, 1943.

Mr. Stewart Morris, temporary instructor, effective July 12, 1943.

Mr. Randolph W. Sterberg, temporary instructor, effective July 12, 1943.

Mr. Herbert Brooks, temporary instructor, effective July 12, 1943.

Mr. Edward R. Herman, temporary instructor, effective July 12, 1943.

Mr. Creston C. Lynn, instructor (temporary), effective July 12, 1943.

College of Commerce

Appointment

Miss Jeanne Lowry, secretarial assistant in Business Education, effective July 1, 1943, to May 31, 1944.

Dean of the University

Office of the Dean of Men

Resignations

Mrs. G. T. Jones, housemother, effective July 1, 1943.

Mrs. Ethel B. Fish, housemother, effective July 1, 1943.

Mrs. M. C. Morgan, housemother, effective July 1, 1943.

Mrs. Elizabeth Luxon, housemother, effective July 1, 1943.

Office of the Dean of Women

Appointments

Miss Elizabeth Taylor, manager of the Residence Halls for Women. This is a promotion for Miss Taylor, who has been serving as assistant manager, and who succeeds Miss Alberta Limbach, resigned. Her appointment is effective September 1.

Mrs. Edith Potts, assistant manager of Residence Halls for Women, effective September 1, 1943.

Resignations

Miss Alberta Limbach, Manager of the Residence Halls for Women, effective September 15, 1943.

Mrs. J. M. Collier, housemother, effective July 1, 1943.

Miss Anna Rankin Harris, head resident of Boyd Hall, effective September 1, 1943.

Mrs. Lucille Newman, housemother, effective September 1, 1943.

Comptroller's OfficeAppointment

Mrs. Jeanette Slobodin, clerk, on temporary appointment, effective June 28, 1943.

College of Agriculture and Home EconomicsEmergency Farm Labor ProgramAppointments

Roy Bach, assistant in Breathitt County.
 William B. Ball, assistant in Franklin and Owen Counties.
 Joe Robert Bentle, assistant in Pendleton and Bracken Counties.
 Fred Boyd, assistant in Fayette County.
 Lawrence Bradford, Assistant Supervisor, State Program.
 Layton Brown, assistant in Clay and adjoining counties.
 Rupert L. Clay, assistant in Breckinridge County.
 Joseph C. Cleveland, assistant in Marion and Washington Counties.
 Lois Crooks, clerk, in Lexington, Ky.
 Ashton L. Denton, assistant in Fleming and adjoining counties.
 David B. Ellis, assistant in Casey County.
 James E. Farmer, assistant in Jefferson and Oldham Counties.
 William C. Faughender, assistant in Todd County.
 Daniel J. Gambill, assistant in Johnson and Martin Counties.
 Carl F. Garrett, assistant in Shelby and Henry Counties.
 Thaddeus D. Hamilton, assistant in Grant and Scott Counties.
 William H. Hardon, assistant in Spencer and Bullitt Counties.
 Grace Hardman, clerk, in Lexington, Ky.
 Mary Hart Harned, clerk, in Lexington, Ky.
 Eugene L. Hersperger, assistant in Jessamine County.
 Carl W. Jones, assistant State supervisor, Lexington, Ky.
 Alonzo F. Kazoo, assistant in Magoffin and adjoining counties.
 William Edwin Lamb, assistant in Caldwell, Lyon and Trigg Counties.
 John M. Lamkin, assistant in Meade County.
 Thomas B. Logsdon, assistant in Hardin County.

Edward Guy Loving, assistant in Calloway, Graves and Marshall Counties.
 John M. Lowe, assistant, in Barren and Hart Counties.
 Ivan C. McDaniel, assistant in Lincoln and Garrard Counties.
 William F. McGary, assistant in Ballard, Carlisle and Hickman Counties.
 Earl McIlvain, assistant in Harrison and Robertson Counties.
 Benjamin D. Nisbet, assistant in Hopkins and Muhlenberg Counties.
 Terry W. Pemberton, assistant in Warren, Edmonson and Butler Counties.
 Bruce Poundstone, State Farm Labor Supervisor.
 Roy E. Proctor, assistant State Farm Supervisor.
 Eddie W. Reynolds, assistant in Bourbon and Nicholas Counties.
 Henry C. Richey, assistant in Nicholas and adjoining counties.
 Henry E. Roby, assistant in Nelson, Larue and Anderson Counties.
 William M. Smith, assistant in Boone, Kenton and Campbell Counties.
 John A. Sugg, assistant in Union, Henderson and Webster Counties.
 George C. Wadlington, assistant in Christian County.
 Clay V. Watson, assistant in McLean and Ohio Counties.
 Myrtle Weldon, assistant State Farm Supervisor (Woman's Land Army).
 Bernie B. Wilkins, assistant in Logan and Simpson Counties.
 Paul H. Williams, assistant in Carroll, Trimble and Gallatin Counties.
 Wendell D. Carmack, assistant in Owsley County.
 Estille L. Hutchison, assistant in Elliott and adjoining counties.
 Ben F. Stanbough, assistant in Kenton and Campbell Counties.

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

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M. Adjournment.

The Executive Committee adjourned at 12:00 noon to go to the University Commons where they were entertained at luncheon as guests of Colonel B. E. Brewer and the soldiers of the 1548th Service Unit.

Frank D. Peterson
 Secretary, Board of Trustees