

Minutes of the Meeting of the Executive Committee of the Board of Trustees, University of Kentucky, March 5, 1946.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at 10:35 a.m., Tuesday, March 5, 1946. The following members were present: Judge Richard C. Stoll, Chairman; R. P. Hobson, J. C. Everett, H. D. Falmore and H. S. Cleveland. President H. L. Donovan and Comptroller Frank D. Peterson, Secretary of the Board of Trustees, were also present.

A. Approval of Minutes.

The minutes of the Executive Committee of February 15, 1946, were approved as published.

B. Report of Loss of Service Building by Fire.

President Donovan reported to the Committee the loss by fire of the Service Building located at the intersection of Limestone and Upper Streets.

The fire occurred on the night of February 15, 1946. He reported that the building and contents were insured with the State Fire and Tornado Insurance Fund, Frankfort, Ky., in the sum of \$216,875.00, and that the book value of the building and contents was fixed at \$380,780.32. He stated that the Central Heating Plant, by reason of the close proximity to the Service Building, received minor damage, and that the steam lines were slightly damaged. He reported that the damage to the Central Heating Plant and steam lines was fully covered by insurance. He stated that the officers of the Lexington Signal Depot had been most helpful and cooperative to the University, and that four trucks had been lent to the University, which were enabling the Service Department to carry on until we could purchase used, new or surplus Government trucks. Members of the Committee were also informed that machinery and equipment destroyed might be replaced by purchase of surplus machinery and equipment from the Government.

C. Authorization and Plans for a New Service Building.

President Donovan stated that he had given much thought to the proper location of a new Service Building, and had gone into detailed consideration of the problem. He stated that he had come to the conclusion that the old site should be used, reducing the size of the foundation of the new building from that of the old. He further stated that it was most essential that the building be constructed as soon as possible, and recommended that plans and specifications be prepared at once. Members of the Committee discussed further the question and took the following action:

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1. Upon motion duly made, seconded and carried, it was ordered that a four-story service building, including the lower level, be erected on the former site of the Service Building, and that Ernst V. Johnson and William B. Brock, Architects Associated, be employed to design, plan, prepare specifications, and supervise the construction of the building, and President Donovan is authorized to sign contract with the architects.

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D. Proceedings Contract for Financing Proposed Buildings.

President Donovan stated that the Board had authorized erection of a Men's Dormitory, a Women's Dormitory, with a Central Food Unit to serve all women's dormitories, and the new Service Building. He stated that it would be necessary to finance the erection of these buildings through the issuance of Building Revenue Bonds. He read a communication from a group of brokers offering to do all things necessary to issuance of Building Revenue Bonds, and making a commitment to the University for the purchase of Building Revenue Bonds which may be issued. He read the following communication:

Louisville, Kentucky
February 25, 1946

BOARD OF TRUSTEES
UNIVERSITY OF KENTUCKY
LEXINGTON, KENTUCKY

Gentlemen:

For some weeks we have discussed with President H. L. Donovan and Comptroller F. D. Peterson your proposed issue of revenue bonds to finance your building program. We are advised that the total bonds to be issued will be for a minimum of \$800,000 and a maximum of \$1,500,000, that the bonds will mature serially in not to exceed 30 years; that the Board of Trustees does not propose to sell same until definite estimates of the cost of construction have been secured; and that as funds are needed the entire issue, or part of the issue, will be advertised for sale as your Board of Trustees determines.

We have heretofore underwritten revenue bonds for the University of Kentucky, and are convinced that your Board of Trustees will not authorize the issuance, or publicly sell any revenue bonds until such time as engineering, architectural and financial advice has carefully been considered as well as reasonably accurate estimates of costs have been secured and the projected revenues from the buildings are more than ample to service the revenue bonds to be issued. Further that your Board of Trustees will not publicly advertise and sell the bonds until contracts have been let and contractors bonded guaranteeing completion of the construction as of a given date.

The investment dealers listed below have individually and collectively given consideration to the financing end of your project and make the following commitment, subject to the action of your Executive Committee of your Board of Trustees at its meeting March 5, 1946.

We will cause to be prepared an issue of UNIVERSITY OF KENTUCKY BUILDING REVENUE BONDS in an amount not exceeding \$1,500,000. The bonds shall mature serially beginning three years from date of issue, and the final maturity date shall be not more than thirty years. The bonds shall bear interest at not to exceed 2%. The entire issue of bonds to be noncallable for the first 5 years; callable at par plus a premium of 3% if called after 5 years and within 10 years, thereafter all outstanding bonds to be callable at par and accrued interest. In connection with the issuance of these bonds we will pay all of the expenses incident thereto, including the cost of preparing all of the necessary legal documents, printing of the bonds, cost of the approving legal opinion, and cost of publicly advertising the issue or issues for sale.

We will assist the Board of Trustees in conducting the public sale or sales and at such public sales we guarantee to bid in the customary form a price equivalent to not less than 102% for the bonds, carrying the maximum interest rate as hereinbefore mentioned, providing such bonds are advertised for sale within ninety days from this date. Whether or not we are the successful bidder at such public sales we are to be paid at the conclusion thereof and simultaneously with delivery of the bonds to the successful bidder, a sum equal to 2% of the face amount of the bonds sold, and if the undersigned fail to bid a minimum price as above provided such sum is not to become due or be paid.

We will work with the Board of Trustees in developing a schedule of maturities such as the projected revenues will service, such schedule of maturities to be acceptable to the Board of Trustees and the undersigned.

It will be provided in the advertised notices of sale that all bidders shall have the right to name their own coupon rate or rates in multiples of five hundredths of 1%. The bonds will be widely advertised and through this manner of permitting bidders to fix coupon rates the Board of Trustees will be assured of securing the lowest possible interest rate.

Should the bonds not be publicly advertised and sold within 90 days the undersigned are to have the right to extend its commitment to the Board of Trustees prior to the expiration of the 90-day period for 30 days additional. In like manner the undersigned shall have the right to extend for additional 30-day periods their commitment to the University over a period of six months, and if at any time for any reason said commitment is not extended by the undersigned then in that event your Board of Trustees will be under no obligation for reimbursement of any expenses incurred and shall be free to enter into other contracts with the undersigned, or any of them, or anyone else.

This proposal contemplates assisting your Board of Trustees in developing the best plan for financing through the issuance of revenue bonds your building program, and securing for you at the time the bonds are sold the lowest possible rate or rates of interest available in the market for your bonds at the time same are publicly advertised for sale.

Respectfully submitted,

The Bankers Bond Co.
Security & Bond Company
J. D. Van Hooser & Co.
J. J. B. Hilliard & Son
Stein Bros. & Boyce
Fox, Reusch & Co.
Almstedt Brothers
Edward G. Taylor & Co.

By Thomas Graham

Members of the Committee discussed the proposal submitted by the group of brokers, and took the following action:

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2. Upon motion duly made, seconded and carried, the Contract Proposal, as submitted by The Bankers Bond Company; Security & Bond Company; J. D. Van Hooser & Co.; J.J.B. Hilliard & Son; Stein Bros. & Boyce; Fox, Reusch & Co.; Alstedt Brothers; and Edward G. Taylor & Co., and signed on behalf of the brokers by Thomas Graham, dated February 25, 1946, is accepted and approved, and President Donovan is authorized to sign the Proceedings Contract on behalf of the University of Kentucky.

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E. Budget Changes Authorized.

President Donovan submitted a list of budget increases which he stated had been necessary to approve since the last Board meeting and recommended that the increases be authorized. The Committee took note of the increases and took the following action:

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3. Upon motion duly made, seconded and carried, the budget increases recommended are authorized and approved and the Comptroller is directed to transfer from the unappropriated surplus of the University funds to the appropriate departments the amount indicated, and a copy of the detailed budget increases be filed with the Secretary of the Board.

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F. Agreement Form to Be Used for Making Contracts between the Experiment Station and Farmers.

President Donovan presented a letter from Dean Cooper, and Agreement Form which he wished to use in making contracts with farmers to do certain experimental work. He read the following letter:

February 22, 1946

President H. L. Donovan
University of Kentucky

Dear President Donovan:

I am enclosing copy of a proposed agreement to be made by the Kentucky Agricultural Experiment Station with certain cooperating farmers, for the growing of crops for experimental purposes. As I understand from the rules, it is necessary that this agreement be approved before we enter into it. I shall appreciate it if you will present this to the proper authority.

Sincerely yours,

(Signed) Thomas Cooper
Dean and Director

The Committee took the following action:

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4. Upon motion duly made, seconded and carried, the Form of Agreement is approved, and Dean Cooper is authorized to enter into contracts with cooperating farmers for experimental work deemed necessary by the Director of the Experiment Station, and he is to submit to the Board of Trustees each agreement so signed.

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G. Gifts.

- a. From The Algernon Sydney Sullivan Foundation.

President Donovan stated that he was pleased to report a gift of \$2500 from The Algernon Sydney Sullivan Foundation for a scholarship fund, and read the following letter:

THE ALGERNON SYDNEY SULLIVAN FOUNDATION
New York

February 21, 1946

University of Kentucky
Lexington, Kentucky

Attention of Mr. T. T. Jones

Dear Sirs:-

Your letter of February 11th was received. Our Board of Trustees have considered your suggestion to increase the Algernon Sydney Sullivan scholarship fund this year to \$2,500. and it is my pleasure to inform you that the increase has been authorized.

Accordingly, I am now enclosing herewith check of The Algernon Sydney Sullivan Foundation to the order of the University of Kentucky for \$2,000. which, with the sum of \$500. forwarded to you last December, will constitute a scholarship fund of \$2,500. for this scholastic year. This fund is, of course, to be administered by you in accordance with the terms of The Algernon Sydney Sullivan Foundation established deed of trust dated November 5, 1937.

We are indeed gratified to have your assurance that the Foundation's scholarship fund serves a genuine need.

Very truly yours,

(Signed) William E. Bardusch
President.

February 25, 1946

Mr. William E. Bardusch, President
The Algernon Sydney Sullivan Foundation
65 Wall Street
New York, N.Y.

My dear Mr. Bardusch:

Dean T. T. Jones has just brought to me your check for \$2,000 made payable to the University of Kentucky, for the purpose of increasing the Algernon Sydney Sullivan scholarship fund to the sum of \$2,500 for this year.

May I express to you the appreciation of the Board of Trustees and the administration of the University of Kentucky for this very generous gift? It will mean much to a number of young people who are striving to secure a higher education. We shall endeavor to see that those who are the beneficiaries of your scholarships are worthy in every respect of this aid. The Algernon Sydney Sullivan Foundation has done much to contribute to the intellectual and cultural life of our region.

Cordially yours,

(Signed) H. L. Donovan
President

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- 5. Upon motion duly made, seconded and carried, the gift of \$2500 for scholarship fund, from The Algernon Sydney Sullivan Foundation is authorized accepted and the President is directed to write a letter of appreciation for such a generous gift to the President of the Foundation on behalf of the University of Kentucky.

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b. From the General Education Board.

President Donovan reported to the Committee a gift of \$2000 from the General Education Board to be used for expenses in connection with a "workshop on resource-use education to be held during the summer of 1946". He read the following letter:

GENERAL EDUCATION BOARD
New York

February 21, 1946

My dear President Donovan:

I am pleased to inform you that the General Education Board has made available to the University of Kentucky the sum of \$2,000, or as much thereof as may be necessary, toward a workshop on resource-use education to be held during the summer of 1946.

The grant was authorized pursuant to the letter of request dated December 15th from Dean William S. Taylor, which I assume had your approval. It was noted that the University will contribute a like sum toward the expenses of the workshop.

Please let us have a copy of the budget for the workshop and inform us when it will be held. Will you also indicate how payment of the grant is desired? Shortly after the close of the workshop we shall require a statement of income and expenditures. The termination date of the grant is December 31, 1946, and any part remaining unused on that date will revert to the Board.

Sincerely yours,

(Signed) W. W. Brierley

President H. L. Donovan
University of Kentucky
Lexington 29, Kentucky.

February 25, 1946

Mr. W. W. Brierley, Secretary
General Education Board
49 West 49th Street
New York 20, N.Y.

My dear Mr. Brierley:

May I express the appreciation of the Board of Trustees and the administration of the University of Kentucky for the grant in the sum of \$2,000, or such part thereof as may be necessary, toward a workshop on resource-use education to be held during the summer of 1946. I know Dean Taylor will be delighted to receive this grant. I shall request him to send you a copy of the budget for the workshop, as per your request, also to indicate how and when the grant is desired.

The Comptroller of the University will administer this grant in accordance with the request set forth in your letter.

Cordially yours,

H. L. Donovan
President.

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6. Upon motion duly made, seconded and carried, the gift of \$2000 from the General Education Board is authorized accepted, and the President is directed to write a letter of appreciation to the General Education Board on behalf of the University of Kentucky.

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H. Recess for Luncheon.

The Executive Committee, at 12:30 p.m., recessed for luncheon, which was served in the office of the President, and again returned to the business on the agenda at 1:25 p.m.

I. Purchase of Pre-Fabricated Houses.

President Donovan stated that he had invited Mr. Jack Bryan, Director of the local Federal Housing project, to be present to discuss the Federal Housing program. He reported to the Committee that the University had an option in regard to the first 200 pre-fabricated houses secured from the Charleston housing project, with the approval of the Federal government.

(1) The 200 houses could be purchased outright by the University for \$1 per house, and the University bear all costs incident to moving, re-erecting and establishing the project for the 200 houses on the Lexington site.

(2) The University could receive the 200 houses and permit them to remain the property of the Federal government and to be operated under a project management plan under the supervision of the Federal Government, the houses to be leased in accordance with Federal regulations. The University would receive partial reimbursement from the Federal government for the expenses incidental to moving and erecting houses on foundation. However, the University would not be able to recover any capital investment made on the project from University funds.

Mr. Bryan discussed the matter and answered various questions, and after a full discussion, the Committee took the following action:

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7. Upon motion made, seconded and carried, the Comptroller is authorized to purchase the first 200 pre-fabricated houses received from the Government for \$1 each and take title to same.

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J. Commendation of Mr. Jack Bryan.

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8. Upon motion duly made, seconded and carried, the Director of the local Public Housing project is thanked for his help in securing Federal surplus houses for the University of Kentucky, and for his assistance in dealing with and working out arrangements with Federal agencies.

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K. Resolution Sent to Mr. Wilson Wyatt.

Whereas there is at this time a study being made concerning housing shortage throughout the country, and new Federal housing is being studied, and whereas there is an acute housing shortage in all colleges and universities throughout the country, which shortage will become more acute unless some action is taken by the Federal government,

NOW, ~~HEREFORE~~, be it resolved that Mr. Wilson Wyatt be asked on behalf of the University of Kentucky, and other universities throughout the country, to see that some provision is inserted in any new legislation, which may be submitted to Congress, to provide a priority for dormitory housing materials in the erection of any dormitories to alleviate the housing shortage for students attending colleges and universities.

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9. Upon motion duly made, seconded and carried, the above resolution is ordered spread upon the minutes and copy sent to Mr. Wilson Wyatt, Federal Housing Expediter.

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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

G. L. Tiller, Instructor in the Department of Mathematics and Astronomy, April, May and June, 1946, effective April 1.

Merton England, Instructor in History, effective March 20, 1946, to replace an instructor on leave.

John L. Rezatto, as Instructor in Voice, effective February 11, 1946, to July 1, 1946.

Maona S. Eaves, Librarian-Secretary in the Department of Library Science, on temporary appointment, effective February 16, 1946.

Ruth Theobald Young, Instructor in Library Science, for the Spring Quarter, effective March 25, 1946. Mrs. Young will substitute for Miss Azile Wofford, who will be on leave for the Spring Quarter.

Harry C. Lancaster, Instructor in Physical Education, for April, May and June, effective April 1, 1946.

Joseph A. Bryant, Instructor in English, for April, May and June, effective April 1, 1946.

J. C. Eaves, Instructor in Mathematics and Astronomy, for April, May and June, effective April 1, 1946.

Barbara Shipp, part-time secretary in the Department of Journalism, for the month of March. Miss Shipp is employed because of the illness of Miss Geary.

Amp Frank Hicks, student assistant in the Department of Zoology, for April, May and June, effective April 1, 1946.

Correction in the minutes of January 19, 1946.

The appointment of Marion Naff, graduate assistant in the Department of Chemistry, should have read for the period January through June, 1946, instead of for the months of January, February and March.

Leave of Absence

David R. Lincicome, Instructor in Zoology, has returned from military leave of absence, and is reinstated in his position, effective March 26 through June, 1946.

Resignations

Louise Wallace, Librarian-Secretary in the Department of Library Science, effective February 15, 1946.

Constance Sims Goldberg, Secretary in the Department of Bacteriology, effective March 1, 1946.

College of Agriculture and Home Economics

Appointments

James E. Wright, Assistant County Agent, Fayette County (orientation), effective February 5 to June 30, 1946.

Josiah E. Anderson, Field Agent in Farm Labor, effective March 1 to December 31, 1946. Mr. Anderson resigned and is re-entering Extension Service.

William M. Pryor, Field Agent in Farm Labor, effective February 14, to November 30, 1946.

Eyla Collis, Field Agent in Farm Labor, effective February 13, to April 30, 1946.

William L. Costel, Field Agent in Farm Labor, effective February 18 to April 30, 1946.

Frances G. White, Assistant Home Demonstration Agent in Christian County, effective March 1 to June 30, 1946.

Clyde M. Richardson, Senior Assistant County Agent, Fayette County (orientation), effective February 19 to June 30, 1946. Mr. Richardson resigned to enter military service and is re-entering Extension work.

Estil Noffsinger, County Agent, Fayette County (orientation), effective February 15 to June 30, 1946. Mr. Noffsinger is re-entering work after resigning to enter military service.

Christine Beasley, Stenographer in the Department of Farm Labor, effective February 25, 1946.

Roy Haynes Hunt, Assistant in Radio and Exhibits, effective January 28, 1946. Mr. Hunt is to fill the position left vacant by the resignation of Mr. Brewer.

Lawrence Miller, Fire Warden and Lookout, Robinson Substation, effective February 1, 1946. Mr. Miller replaces Greenberry Sizemore, resigned.

Appointments--Transfers

James Maurice Drake, Assistant County Agent, has been transferred to 4-H Club work as Field Agent in Club Work, effective March 1, 1946.

Henry Corley Brown, Field Agent in Club Work, transferred to Jefferson County as Associate County Agent, effective February 28, 1946.

Leaves of Absence

H. Grady Sellards, Field Agent in Animal Husbandry, has returned from military leave, and has been re-instated in his former position, effective March 1, 1946.

William Charles McClure, County Agent, has returned from military leave, and has been re-instated in the Extension Service, Fayette County (orientation), effective February 15 to June 30, 1946.

George D. Corder, County Agent, has returned from military service and has been re-instated in the Extension Service, Fayette County (orientation), effective March 1 to June 30, 1946.

D. W. Bruner, Associate Bacteriologist, promoted to Virologist, Experiment Station, effective February 1, 1946. Dr. Bruner has returned from military leave and has been re-instated in the service of the Experiment Station.

Salary Adjustments

Ellsworth W. Kesler, Field Agent in Farm Labor, salary adjustment, effective March 1, 1946.

Elmer C. Alexander, Field Agent in Farm Labor, adjustment in salary, effective March 1, 1946.

Lois Wagner, Clerk, Administration, adjustment in salary, because of part-time employment.

Resignations

Genevieve Gee, Home Demonstration Agent in Jessamine County, effective February 28, 1946.

Henry A. Quisenberry, Associate County Agent, Jefferson County, effective February 28, 1946.

Frances Ray Arnold, Stenographer, effective February 28, 1946.

Office of the Dean of Women

Appointment

Margaret Bruce Cruise, assistant to the Dean of Women, effective February 18, 1946. Miss Cruise succeeds Miss Margaret O'Connell, resigned.

Office of the Dean of the University

Appointment

Ethel S. Rix, secretary, effective February 25, 1946. Mrs. Rix succeeds Mrs. Price, resigned.

University Health Service

Resignation

Dr. Robert J. Griffin, Physician, effective February 18, 1946. Dr. Griffin resigned to enter private practice.

Department of Business Management and Control

Resignation

John Hennessey, senior account clerk, Purchases and Stores, effective February 18, 1945.

Post Office

Leave of Absence

Adrain Bradshaw, clerk-carrier, returned from military leave of absence, is reinstated in his former position, effective March 1, 1946.

Resignation

Edmund Smith, mail carrier, effective February 28, 1946.

Division of Maintenance and Operations

Appointments

Sally King Denny, Clerk-Stenographer, effective February 1, 1946. Miss Denny replaces Mrs. Helen Scully, resigned.

Joanne R. Gaskins, relief telephone operator and typist, effective February 1, 1946.

Raymond Pelfrey, policeman, effective February 7, 1946.

Botanic Garden

Appointment

Irby S. Jones, superintendent of the garden, effective February 14, 1946.

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10. It is moved, seconded and carried, 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

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11. Upon motion duly made, seconded and carried, the Executive Committee adjourned at 3:15 p.m.

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Frank D. Peterson
Secretary, Executive
Committee
Board of Trustees