

THE BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The first meeting of the Board of Regents of the University of Oklahoma, was held at 2:00 P. M., April 30, 1919, in the Governor's Office, in Oklahoma City, on call by Mr. Samuel W. Hayes.

Present: Regents Hayes, Rogers, Muldrow, Bowman, Roberts, Diamond.

Regent Hayes was elected temporary chairman, and Regent Diamond was elected temporary secretary.

The Board then proceeded to the election of officers. Samuel W. Hayes was unanimously elected president of the Board. Emil R. Kraettli was unanimously elected secretary of the Board.

It was voted that the president of the Board of Regents appointed a committee of three members of the Board, with the President of the Board as a member, to draw rules and regulations governing the Board. The following were appointed: Regents Rogers, Muldrow and Roberts.

The President of the University recommended that the following regulations be adopted until further ordered by the Board:

1. All notifications of appointments, and all other official communications with members of the faculty or other employees of the State University, shall be sent to the President of the University and be communicated by him to the person or persons, concerned.

2. All appointments in the State University shall be made by the President of the University, subject to the approval of the Board of Regents. All appointments to the rank of dean, director, professor, associate professor, assistant professor, shall be on indefinite tenure. The right to terminate such appointments, on recommendation of the President of the University, and subject to the approval of the Board of Regents, for reasons that seem in the best interests of the University, is hereby reserved. If it seems desirable to terminate such appointments notice will be given as reasonably long in advance as circumstances will permit.

3. Members of the teaching force and all other employees of the University of Oklahoma are instructed that all communications from said teaching force and other employees to the Board of Regents shall be transmitted through the office of the President of the University.

4. The President of the University is authorized to employ, from time to time, such carpenters, laborers, student assistants, fellows, and other help as may be necessary for the proper conduct of the University, said appointments to be submitted to the Board of Regents for approval at its next meeting in all cases where the salary is \$75.00, or more, per month.

5. Leave of absence on half pay, for a period of not to exceed one year may be granted by the President of the University, with the approval of the Board of Regents, to any teacher above the rank of instructor who has completed seven years of service as teacher in the University, provided the time shall be given to study and travel, approved by the President of the University; and provided further that said teacher shall file with the University a bond guaranteeing to remain in the employ of the University three years after the expiration of said leave of absence or to refund one-third of the amount received during the leave of absence for each of the three years that he does not so remain.

X 6. All teachers and employees of the University shall be automatically retired from service on the first of September next following their seventieth birthday; provided that the first retirement under this regulation shall not be made prior to September 1, 1920.

7. The President of the University is authorized to appoint each year a commencement orator at an expense of not to exceed \$100.00 and necessary traveling expenses, and to provide for the delivery of the Baccalaureate address at an expense of not to exceed \$25.00 and the necessary traveling expenses. Also for a commencement orator for the summer convocation at an expense of not to exceed \$25.00 and the necessary traveling expenses.

8. The President of the Board of Regents is authorized to approve, in behalf of the Board of Regents, all pay rolls, and claims for the University of Oklahoma found to be in accordance with the established schedule or the general orders of the Board, and to approve emergency appointments as they may from time to time arise.

9. The President of the University, with the approval of the President of the Board of Regents, is authorized to grant free tuition in the University of Oklahoma to students of foreign countries when in their opinion it is advantageous to the State of Oklahoma to have said students in attendance at the State University.

10. As a general policy it is not desirable to employ in the University persons whose place of residence is in Norman, or whose near relatives reside in that city; or is it desirable that two members of the same family, or two persons who are near relatives be employed at the same time; such restrictions not to be applicable to students earning their way through school.

11. The President of the University is authorized to secure special lecturers for the University from time to time, at an expense not to exceed \$1500.00 per year.

12. No employee of the University is permitted to accept employment from any person, firm, or corporation that requires such employee to solicit or transact business with such students. Specific exceptions to this regulation may be given with the approval of the Board of Regents under such regulations and conditions as the Board may establish.

13. No member of the faculty or other employee of the University of Oklahoma may accept employment for public service corporations in any cases that involve the fixing of rates or the determination of taxes. It is further directed that all private employment on the part of such persons must be approved in advance by the President of the University.

14. Military drill, with a minimum of three hours per week, is compulsory for all first and second year male students, subject to such exemptions, regulations and provisions as the administrative council may from time to time establish.

ACTION: Approved.

The following appointments, by the President of the University, certified by him as being in accordance with the rules and regulations, to take effect on the dates stated were presented, and on motion approved:

Everett Samuel Lain, Professor of Dermatology, Electro Therapy and Radiography.

William Jones Wallace, Professor of G. U. Diseases and Syphilology.

Rex Bolend, Associate Professor of G. U. Diseases and Syphilology.

Charles Benjamin Taylor, Assistant Professor of G. U. Diseases and Syphilology.

Walter William Wells, Assistant Professor of Obstetrics.

Avis Gwinn, Associate Professor of Domestic Science from April 7 to June 7, 1919, salary at the rate of \$233.33 per month.

Walter Stanley Campbell, Instructor in English \$1600.00

Howard B. Cross, Instructor in Zoology 1600.00

Clark B. Snell, Instructor in Piano 1600.00

Royal Edgar Jeffs, Instructor in Botany 1600.00

Carrie Staggs, Instructor in Piano 1600.00

Eva Marie Anderson, Instructor in Public Speaking 1400.00

Rosetta Briegal, Instructor in Chemistry 1400.00

Clarence Verne Nichols, Instructor in Pharmacy 1400.00

Rafael Echeverria, Instructor in Spanish 1400.00

Joshua B. Lee, Instructor in Public Speaking 1400.00

Edith Mahier, Instructor in Art 1400.00

Marcus Leroy Fleming, Instructor in Business 1400.00

Gladys Anne Renshaw, Instructor in French 1400.00

Lucile Johnson, Assistant in Chemistry 1100.00

Alice Wolverton, Assistant in Business 1100.00

Ira James, Assistant in Physical Education 1100.00

Mary Virginia Sawyer, Assistant in Bacteriology 1100.00

Betty Stephens, Assistant in Mathematics 1100.00

Josiah Lawrence Lindsey, Financial Clerk 2400.00

Emil R. Kractli, Secretary to the President 2100.00

Tom B. Ferguson, Assistant Superintendent of Buildings and Grounds, \$1800.00.

Frank G. Tappan, now Acting Director of the School of Electrical Engineering, Associate Professor of Electrical Engineering, to the position of Director of the School of Electrical Engineering, Professor of Electrical Engineering, from September 1, 1919.

Victor Elvert Monnett, now Assistant Professor of Geology, to the position of Associate Professor of Geology, from September 1, 1919.

Charles Ernest Decker, now Assistant Professor of Geology, to the position of Associate Professor of Geology, from September 1, 1919.

Arthur J. Williams, now Assistant Professor of Geology.

to the position of Associate Professor of Geology, from September 1, 1919.

Holly E. Cunningham, now Assistant Professor of Philosophy, to the position of Associate Professor of Philosophy, from September 1, 1919.

Alberta Bragg, now Assistant Professor of Voice, to the position of Associate Professor of Voice, from September 1, 1919.

Everett Sterling Davis, now Instructor in Shop Practice, to the position of Assistant Professor of Shop Practice, from September 1, 1919.

Edmund Berrigan, now Instructor in Economics to the position of Assistant Professor of Economics, from September 1, 1919.

Edgar D. Meacham, now Instructor in Mathematics to the position of Assistant Professor of Mathematics, from September 1, 1919.

Mollie A. Peterson, now Instructor of Domestic Art to the position of Assistant Professor of Domestic Art, from September 1, 1919.

Gilbert H. Smith, now Instructor in Sociology to the position of Assistant Professor of Sociology, from September 1, 1919.

Noah Ellsworth Wolford, now Special Instructor in Civil Engineering to the position of Assistant Professor of Civil Engineering, from September 1, 1919.

Emery N. Ferris, now Assistant Professor of Education, to the position of Supervisor of Practice, Associate Professor of Education, from September 1, 1919.

Harry E. Weir, now Special Instructor in Civil Engineering to the position of Assistant Professor of Civil Engineering, from September 1, 1919.

Paul Rothrock, now Instructor in Geology to the position of Assistant Professor of Geology, from September 1, 1919.

Willis T. Lee, Director of the School of Geological Engineering, Professor of Geology, from September 1, 1919.

Avis Gwinn, Associate Professor of Domestic Science, from September 1, 1919.

John B. Taylor, Assistant Professor of English, from September 1, 1919.

John Oscar Kammerman, Associate Professor of Electrical Engineering, salary at \$2300.00, to date from September 1, 1919.

The following appointments, by the President of the University, to take effect on July 1, 1919, and to continue to July 1, 1920, were presented and on motion approved:

Mary Burke, Stenographer in the President's Office, \$1080.00.
 Bee M. Barry, Clerk in the President's Office, \$1200.00.
 Fern Payne, Stenographer in Registrar's Office, \$1200.00.
 Maude Shrum, Stenographer in Financial Clerk's Office,
 \$1200.00.

Dorothy Fry, Assistant Registrar, \$1400.00.
 Eleanor Mays, Mailing Clerk, \$900.00.
 Grace Barnes, Reference Librarian and Cataloger, \$1200.00.
 Mrs. Stella Lasley, Assistant in the Library, \$720.00.
 Maude McHenry, Stenographer Corres. Dept., \$1080.00.
 Sam Crawford, Foreman University Print Shop, \$1600.00
 William P. Dietz, Bookbinder, \$1200.00.
 Ruth Little, Assistant in the Print Shop, \$720.00.
 Lola Clark, Assistant in the Bindery, \$720.00.
 Van Endicott, Linotype Operator, \$1200.00.
 Bennie Shultz, Electrician, \$1800.00.
 James H. Craven, Special Assistant on Grounds, \$1400.00.
 John Stebbins, Teamster (and tools), \$1600.00.
 Gus L. Huey, Fireman, \$1300.00.
 J. M. Southern, Fireman, \$1300.00.
 D. W. Frayser, Nightman, \$1000.00.
 William A. Kitchen, Carpenter, \$1600.00.
 George DeLong, Carpenter, \$1600.00.
 Charles Moore, Mechanician, \$1200.00.
 E. Suddeth, Mechanician, \$960.00.
 Jim Hill, General Assistant, \$960.00.
 C. A. Wyeth, General Assistant, \$960.00
 Ike Jones, General Assistant, \$960.00.
 W. C. Moberly, General Assistant, \$960.00.
 R. L. Nelms, Janitor Administration Hall, \$1320.00.
 Wallace Swank, Janitor DeBarr Hall, \$840.00.
 Charles Bratchel, Janitor Monnet Hall and Old Library,
 \$1080.00.
 E. E. Fox, Janitor Geology Building, \$840.00.
 E. E. Guthrie, Janitor Engineering Building and Workshop,
 \$780.00.
 James A. Fenn, Janitor Fine Arts Building, \$1200.00

The following appointments by the President of the University, for service during the summer school, salaries to be

paid August 1. and September 1, 1919, were presented, and on motion approved:

W. W. Phelan, Director of the Summer School	\$364.00
Edwin DeBarr	333.33
Jas. S. Buchanan	355.55
Albert H. VanVleet	333.33
Frederik Holmberg	311.11
Roy Gittinger	288.88
Henry Higgins Lane, Dean of Undergraduates	313.90
Samuel Watson Reaves	288.88
Roy Temple House	266.66
Gayfree Ellison	333.33
Charles F. Giard	333.33
Richard Gray Soutar	244.44
Sardis Roy Hadsell	277.77
Patricio Gimeno	233.33
Edmund P. R. Duval	233.33
Jesse Lee Rader	233.33
Frederick F. Blachly	233.33
Paul S. Carpenter	233.33
Oscar B. Jacobson	233.33
George F. W. Schmidt	233.33
Andrew R. Ramey	204.44
Victor Elvert Monnett	204.44
Emery N. Ferris, Supervisor of Practice	219.44
Lawrence Nelson Morgan	251.66
Holly E. Cunningham	204.44
Franz Kuschan	204.44
Oscar J. Lehrer	204.44
Ima James	105.00
Eva Marie Anderson	171.66
Ernest H. Black	50.00

The President of the University recommended that the salaries of the following named individuals, be fixed for July and August, 1919, at the rate per month specified in each case.

James H. Felgar	155.55
Julien C. Monnet	233.33
Howard Storm Browne	133.33
Joseph F. Paxton	155.55
James W. Sturgis	144.44
Jerome Dowd	144.44
Lucile Dora	127.77
Theodore H. Brewer	144.44

30
MEETING APRIL 20, 1919

13

Louis A. Turley	144.44
Monroe Alvin Floyd	127.77
Henry H. Foster	155.55
John Begg Cheadle	155.55
Victor H. Kulp	155.55
John Alley	133.33
Jas. I. Tucker	133.33
Andrew C. Parsons	133.33
Eva Ellsworth Dungan	133.33
Leonard Blaine Nice	133.33
Anegglo C. Scott	133.33
Joseph W. Scroggs	133.33
Lyman P. Wilson	155.55
Harold Harvey Herbert	122.22
Ulysses J. Griffith	116.66
Robert C. Terrell	116.66
James C. Davis	116.66
Fred W. Padgett	116.66
Frank G. Tappan	116.66
John Oscar Kammerman	116.66
Benjamin G. Owen	100.00
Isaiah March Rapp	94.44
Alberta Bragg	105.55
Chas. E. Decker	94.44
Thos. Bruce Robb	94.44
Arthur J. Williams	94.44
John R. Cable	94.00
Margaret J. Mitchell	158.33
Fred Tarman	141.66
George* B. Helmrich	94.44
Louise Eldridge	94.44
John Payne Torrey	94.44
David B. R. Johnson	94.44
Frank C. Miller	94.44
Elizabeth Jordan	94.44
Everett S. Davis	88.88
Mollie A. Peterson	88.88
Clark Snell	77.77
Helen Phipps	77.77
Carrie Staggs	77.77
Royal E. Jeffs	77.77
Rosetta Briegel	66.66
Clarence V. Nichols	100.00

Helen Barrett	66.66
Mrs. Clifford Loucks	66.66
Edith Mahier	66.66
Randall Stewart	100.00
Eleñnor Morgan	66.66
Grace Brown	66.66
Ralph O. Pittman	116.66
Harry E. Wier	100.00
Noah E. Wolford	100.00
Nathan Court	94.44
Edward Everett Dale	94.44
Guy Y. Williams	277.77
Avis Gwinñ	116.66
Lewis S. Salter	116.66
Edgar D. Meacham	193.88
Edmund Berrigan	193.88
Walter S. Campbell	105.00
Rafael Echeverria	171.66
Marcus L. Fleming	171.66
Gladys Anne Renshaw	171.66
James A. Brill	105.00
Thomas F. Pierce	204.44
ACTION: Approved.	

The President of the University recommended that the following regulations, with reference to traveling, be adopted:

1. That the President of the University be authorized to do such traveling as the interests of the University demand.
2. That each dean be authorized to attend one educational or scientific meeting outside of the state annually.
3. That each director of a school be authorized to attend one educational or scientific meeting outside of the state annually, said trip to be approved by the President of the University.
4. That persons employed in extension work may do such traveling as is necessary, provided that trips outside of the state shall be limited to Directors and be subject in each case to the approval of the President of the University.
5. That the high school inspector be authorized to attend the annual meeting of the High School Inspectors and the annual meeting of the North Central Association of Schools and Colleges and that the department be authorized to make such trips within the state as may be necessary.

6. That the financial clerk and other employees be authorized to do such traveling within the State as the business of the University may demand, such traveling to be subject to the approval of the President of the University.

7. That the President of the University, with the approval of the President of the Board of Regents, be authorized to delegate other representatives of the University to attend academic and scientific meetings as official representatives of the University, the expense of said attendance to be paid by the University.
ACTION: Approved.

The President of the University requested authority to arrange for a special course of lectures and demonstrations in the summer school at a total cost of not to exceed \$1200.00
ACTION: Approved.

The President of the University recommended: That leave of absence, under the regulations governing sabbatical leave, be granted John Alley, Professor of Government, to date from September 1, 1919 to September 1, 1920;

That Edward Everett Dale, Assistant Professor of History, be granted sabbatical leave of absence from September 1, 1919 to January 15, 1920;

That John Ray Cable, Assistant Professor of Economics, be granted leave of absence, without pay, from September 1, 1919, to September 1, 1920;

That Sanford M. Salyer, Assistant Professor of English, be granted leave of absence, without pay, from September 1, 1919, to September 1, 1920;

That Jean Marie Mauk, Assistant in English, be granted leave of absence, without pay, from January 1 to July 1, 1919.
ACTION: Approved.

The President of the University recommended that the following regulations, with reference to correspondence study by the Extension Department, be adopted:

Members of the faculty of the University of Oklahoma shall be permitted to prepare correspondence courses for the use of the extension division, and to conduct such courses under the direction of the director of correspondence study. The President of the University, the Dean of the college to which the teacher belongs, the Head of the department, and the director of correspondence study, shall constitute a committee

to determine the amount of such work that may be done by any member of the faculty without prejudice to his regular work.

Teachers conducting correspondence courses shall be paid at the rate of twenty five (.25) cents per assignment, said amount to be paid in accordance with the law regarding the revolving fund.

Before a course is offered a complete outline of the lessons must be submitted to the director of correspondence study; this outline then becomes the property of the University of Oklahoma.

ACTION: Approved.

The President of the University reported the following resignations:

William Peter Haseman, Professor of Physics, July 1, 1919.

Reuben M. Hargrove, Professor of Anatomy, July 1, 1919.

John P. McClure, Instructor in English and Library Assistant, July 1, 1919.

Grace B. Smith, Cataloger, July 1, 1919.

Milton Mack Heath, Instructor in Ancient Languages, July 1, 1919.

Jean Marie Mauk, Assistant in English, July 1, 1919.

H. F. Trull, General Assistant, April 1, 1919.

R. M. Proffitt, General Assistant, January 1, 1919.

James Houston, Teamster, January 1, 1919.

Helen Wall, stenographer in the President's Office, January 1, 1919.

The President of the University recommended that the following incidental fees for individual lessons be established in each department of the School of Fine Arts, for both preparatory and advanced students:

For two half-hour lessons per week, \$25.00 per semester.

For one half-hour lesson per week, \$15.00 per semester.

Refunds to be made only to those pupils who, for unavoidable cause, take less than one-half of the assigned work in the semester, in which case one-half of said incidental fee will be refunded.

ACTION: Approved.

The President of the University recommended that the University be authorized to furnish an office for the Central Advertising Bureau of the Oklahoma Press Association, for the purpose of having available for instructional purposes in the School of Journalism, the material and work of this association.

ACTION: Approved.

The President of the University reported that the following persons, on leave of absence, returned to their respective positions in the University on the dates specified:

Randall Stewart, Instructor in English, returned from military service on January 1, 1919.

Gayfree Ellison, Professor of Bacteriology, returned from military service on March 1, 1919.

Clarence V. Nichols, Instructor in Pharmacy, returned from military service on February 1, 1919.

Luther Wesley Kibler, Assistant Registrar, returned from military service on April 1, 1919.

Florence Furman, Assistant in the Library, January 1, 1919.

Howard Storm Browne, Dean of the School of Pharmacy, Professor of Materia Medica, February 10, 1919.

The President of the University recommended that the salary of Luther Wesley Kibler, Assistant Registrar, be fixed at the rate of \$116.66 per month from April 1 to July 1, 1919.

ACTION: Approved.

The President of the University reported the death of the following members of the faculty, while in military service:

Robert Lord Hull, Associate Professor of Orthopedic Surgery.

Frank Bruner Sorgatz, Associate Professor of Clinical Pathology.

Adjourned.

HARRY DIAMOND,
Temporary Secretary, Board of
Regents of the University.