

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

A meeting of the Board of Regents of the University of Oklahoma was held in the office of the President of the University at 10 a. m., on Saturday, November 23, 1929.

The following members were present: Frank Buttram, Chairman, Regents John Rogers; John Carlock; J. C. Looney; Mrs. Addie Lee Lowther. Announcement was made of the resignation of W. E. Utterback as a member of the Board.

The minutes of the meeting held on October 1, 1929, were approved as read.

President Bizzell presented for confirmation the following appointments on the faculty, and employees; leaves of absence, resignations, changes in rank, or salary, appointments on the faculty of the school of medicine, Oklahoma City; University Hospital, Oklahoma City; Extension Division; University Infirmary.

New Appointments - Faculty

Floyd A. Wright, Professor of Law, September 1, 1929, \$4,400.00
 Eugene G. Hassell, Associate Professor of Piano, September 1, 1929, \$2,800.00
 Chester O. Newlun, Associate Professor of Educational Administration,
 September 1, 1929, \$2,800.00 (To be paid from Extension funds)
 Ernest C. Angst, Assistant Professor of Botany, September 1, 1929, \$2,400.
 Ernest M. Edmundson, Assistant Professor of Educational Administration,
 September 1, 1929, \$2,200.00.
 P. L. Gettys, Assistant Professor of Government, September 1, 1929, \$2,600.
 Nona Keen Duffy, Instructor in Educational Administration, September 1,
 1929, \$2,000.00
 Helen Hardenbergh, Assistant in Physical Education for Women, September 1,
 1929, \$1,600.00

New Appointments - Employees

Helen Morrison, Assistant, Loan Department, Library, September 1, 1929 to
 July 1, 1930, \$1,200.00
 Ted Bland, Student Assistant, Library, September 1, 1929 to July 1, 1930,
 \$75.000 per month
 Agnes Simpson, Stenographer, Department of Botany and Bacteriology, September
 12, 1929 to June 1, 1930, \$100.00 per month
 Agatha Thornton, Librarian, Department of Chemistry, July 1, 1929 to July 1,
 1930, \$1,200.00.
 Frances K. Hunt, Editorial Assistant, School of Journalism, September 1,
 1929 to June 1, 1930, \$120.00 per month
 J. C. Horgan, Museum Custodian, Department of Zoology, September 16, 1929
 to July 1, 1930, \$75.00 per month.
 Georgia Byron, Stenographer, College of Business Administration, September 1,
 1929 to July 1, 1930, \$100.00 per month.
 Eardean Rector, Librarian, College of Business Administration, July 1, 1929
 to July 1, 1930, \$1,400.00.
 William J. Cross, Secretary, Athletic Association, August 1, 1929 to July 1,
 1930, \$200.00 per month.

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Betty Kirk, Assistant Editor, University Press, September 1, 1929 to July 1, 1930, \$125.00 per month
Ed Hill, General Assistant, September 1, 1929 to July 1, 1930, \$1,260.
J. B. Jones, Nightwatch, September 1, 1929 to July 1, 1930, \$1,380.00
(Transferred from General Assistant)
C. A. Wagner, Pipe Fitter, November 16, 1929, \$110.00 per month.

Leaves of Absence

Lucy Hart, Library Assistant, September 1, 1929 to July 1, 1930
Marjorie Stafford, Library Assistant, September 21, 1929 to Febr. 1, 1930.
J. H. Leek, Associate Professor of Government, September 1, 1929 to September 1, 1930.

Sabbatical Leaves of Absence

W. A. Willibrand, Assistant Professor of Modern Languages, September 1, 1930 to September 1, 1931
A. C. Shead, Assistant Professor of Chemistry, September 1, 1930 to September 1, 1931

Resignations

Oren Stigler, Instructor in Educational Administration (transferred to Extension Department), September 1, 1929
Mabel Hodges, Instructor in Educational Administration, September 1, 1929.
Cliff Clark, Museum Custodian, Department of Zoology, September 15, 1929
Thelma Reinberg, Librarian, Department of Chemistry, July 1, 1929
Fred Allbritton, Janitor, Fine Arts Building and Chemistry Building
September 1, 1929

Changes in Rank, Title or Salary

Ivar Axelson from Instructor in Economics to Assistant Professor of Economics without change in salary, September 1, 1929.
Leonard Logan from Associate Professor of Business Administration to Associate Professor of Economics, September 1, 1929.
Ralph A. Beegle, Assistant Professor of Pharmacy, salary changed from \$2,800.00 to \$3,000.00.
M. Lynden Mannen, Instructor in Government, part time, changed to Assistant in Government, September 1, 1929. Salary changed from \$900.00 to \$1,600.00.

Medical School, Oklahoma City

Frank Lester Else, Assistant Professor of Physiology, November 1, 1929, \$2,600.00
Carmen Russell Salsbury, Assistant Professor of Anatomy, September 1, 1929, \$2,200.00
Karl La Von Dickens, Instructor in Anatomy, September 1, 1929, \$1,800.
James F. Campbell, Instructor in Anatomy, September 1, 1929, \$1,800.
Ida Brown, rank changed from Instructor in Bacteriology to Assistant in Bacteriology without change in salary
Frederick R. Hood, rank changed from Instructor in Biochemistry and

Pharmacology to Assistant in Biochemistry and Pharmacology without change in salary.
Charles Ross Rountree, Instructor in Orthopedic Surgery

Extension Division

Louise Tandy, Stenographer, Correspondence Study Department, July 1, 1929 to July 1, 1930, \$1,200.00
Oren Stigler, Assistant Professor of Education, Extension Class work, September 1, 1929 to June 1, 1930, \$2,565.00
E. J. Phillips, Assistant Educational Cooperation, September 1, 1929 to July 1, 1930, \$2,700.00.
Evelyn Nesbitt, Stenographer, Business Education, August 19, 1929 at \$100.00 per month.
Mrs. Maude Rogers Maib, Instructor in Sociology, Extension Classes, October 1, 1929 to February 1, 1930 at \$230.00 per month (Salary \$200 - Expenses \$30.00)
Anna Reta Todd, Instructor in English, November 1, 1929 to February 1, 1930, \$125.00 per month.

University Hospital

Mabel E. Smith, Superintendent of Nurses, resigned October 1, 1929.
Margaret M. Fitzgerald, Acting Surgical Supervisor, resigned, October 1, 1929.
Candis Montford Lee, Associate Professor of Nursing Education, Director of School of Nursing, October 1, 1929, \$3,000.00
Katherine Fleming, Supervisor, Childrens' Hospital and Assistant to the Superintendent of Nurses, October 1, 1929, \$1,800.00.

Infirmery

Willie Fanning, Nurse, September 1, 1929 to September 1, 1930, \$1,800.00
Bernice Crocker, Nurse, September 1, 1929 to August 1, 1930, \$110.00 per month
Thelma Biddler, Nurse, September 1, 1929 to August 1, 1930, \$110.00 per month
Opal Wolfe, Nurse, September 1, 1929 to August 1, 1930, \$110.00 per month
Martha Bowen, Nurse September 1, 1929 to June 1, 1930, \$110.00 per month
J. M. Campbell, Janitor, July 1, 1929 to July 1, 1930, \$1,000.00
Elsie Fisher, Cook, September 1, 1929 to August 1, 1930, \$82.50 per month
Stella Wadsack, Cook's Assistant and Housekeeper, September 1, 1929 to August 1, 1930, \$60.00 per month
Cratus Young, Assistant Housekeeper, September 1, 1929 to August 1, 1930, \$60.00 per month.
F. W. Kirby, Stenographer, September 15, 1929 to June 1, 1930, \$75.00 per Mo.

President Bizzell reported the following deaths:

Josef Noll, Associate Professor of Piano, Deceased, August 4, 1929
Ben Clay, Nightwatch, Deceased, September 1, 1929
H. G. Bagley, Toolkeeper, Department of Manual Training, Deceased, November 15, 1929.

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President Bizzell recommended adoption of the following regulation:

"No refunds of fees paid by students accepted for admission and enrolled in the Medical School will be made upon withdrawal of such student after the opening of any school term, except when such withdrawal is on account of illness contracted after enrolment and vouched for by a member of the faculty of the Medical School".

Approved.

President Bizzell submitted list of fees in courses in architecture and recommended approval:

Architecture 1, credit 2 hours, fee \$2.00 - laboratory
Architecture 8, credit 3 hours, fee \$2.00 - laboratory
Architecture 9, credit 2 hours, fee \$2.00 - lectures
Architecture 10, credit 2 hours, fee \$2.00 - lectures
Architecture 52, credit 2 hours, fee \$2.00 - laboratory
Architecture 53, credit 2 hours, fee \$2.00 - laboratory
Architecture 65, credit 4 hours, fee \$2.00 - laboratory
Architecture 157, credit 2 hours, fee \$2.00 - lecture
Architecture 158, credit 2 hours, fee \$2.00 - lecture
Architecture 171, credit 3 - 5 hours, fee \$2.00 - laboratory
Architecture 172, credit 3 - 5 hours, fee \$2.00 - laboratory
Architecture 173, credit 3 - 6 hours, fee \$2.00 - laboratory
Architecture 174, Credit 3 - 6 hours, fee \$2.00 - laboratory
Architecture 180, credit 3 hours, fee \$2.00 - laboratory
Architecture 165, credit 4 hours, fee \$2.00 - laboratory
Architecture 191, credit 4 - 6 hours, fee \$2.00 - laboratory
Architecture 192, credit 4 - 6 hours, fee \$2.00 - laboratory
Architecture 272, credit 4 - 7 hours, fee \$2.00 - laboratory
Architecture 273, credit 4 - 7 hours, fee \$2.00 - laboratory

President Bizzell brought up for reconsideration the action of the Board (July 19, 1929), with reference to remission of fees, etc., and submitted statement giving the names of students in the College of Fine Arts who had been excused from the payment of fees and the amount in each case, the total being approximately \$800.00.

It was the sense of the Board that no change in this regulation should be made, and the president was instructed to work out with the Dean of the College of Fine Arts a definite plan for exemption, and report at the next meeting concerning the same.

President Bizzell brought up for reconsideration the action of the Board (July 19, 1929), with reference to full-time employees taking work in the university, and submitted the request of Miss Lucy Tandy, Secretary, Department of Educational Cooperation, Extension Department, for permission to enrol in one three-hour course.

It was the sense of the Board that no change in this regulation should be made, and the president was instructed to notify Miss Tandy that no exception would be made in her case.

President Bizzell presented a request of Miss Helen Kendall, Secretary

of the Medical School, Oklahoma City, that she be placed on the salary schedule at the rate of \$2,100.00 per annum, this being the amount of her salary during the past fiscal year, instead of at the rate of \$2,000.00, as approved at the meeting on July 19, 1929. No action was taken.

President Bizzell presented a petition of members of the faculty concerning a fund for research, and discussed at some length the attitude of the local faculty, and the importance of encouragement along that line. He also submitted statistics showing practices in other institutions.

It was the sense of the Board that research work on the part of the faculty should be encouraged in every way possible. On recommendation of President Bizzell it was voted to set aside the sum of \$1,000.00 for the fiscal year beginning July 1, 1930 for this purpose.

President Bizzell presented a request from Dean Paul L. Vogt, of the Extension Department, that the salaries of extension class teachers be fixed at amounts to include expenses of car maintenance for transportation to class centers, and that no receipts be required covering such expenses.

Under the provisions of Section 8600, Compiled Oklahoma Statutes, 1921 which provides that "Any claim filed by the head of any department of state or public institution thereof, or by any employee of such department, or public institution, against any of the contingent or special funds of said department or institution must be specifically itemized, and if for money spent, the claims must be accompanied by receipts covering the same" - - - the president was instructed to notify Dean Vogt that it would be necessary to file claims for expenses in accordance with the above statute.

President Bizzell presented a recommendation from Walter W. Kraft, Superintendent of Utilities that additional compensation as indicated be paid to the following employees on account of overtime work required in connection with emergency construction work, this work being of such a nature that only regular employees, familiar with conditions, could be used:

Jay Kelso, Electrician	\$80.00
Lendon Hunt, Asst. Electrician	70.00
John Gallagher, " "	20.00

The recommendation was approved, and the president was instructed to add the amounts indicated to the respective salaries for the month of September, 1929.

President Bizzell presented a report from Walter W. Kraft, Superintendent of University Utilities showing the cost of supplying the Oklahoma Memorial Union with heat, light, and water to November 1, 1929.

Chapter 127, Senate Bill No. 388, provides as follows: * * * "In consideration of the service rendered by the Board of Governors of the Oklahoma Student Union in caring for the needs of the students of the University, the Board of Regents is authorized to supply heat, light, power and water for said building, and to establish an annual rental not to exceed One (\$1.00) Dollar."

Under this authority the Board ordered the report filed.

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President Bizzell presented a request from the Publication Board of the Student association that they be given permission to establish and incorporate an organization to be known as the Journalism Press, Incorporated, the purpose of which, as set forth in the articles of incorporation, a copy of which was filed with the secretary of the board.

After some discussion on the general subject of university printing, publications, etc., the following resolution was unanimously adopted:

"WHEREAS the Publication Board of the Student Association of the University of Oklahoma has presented a plan for the creation and incorporation of an organization to be known as the Journalism Press, Incorporated, the purpose of which shall be to acquire, own and operate the necessary printing machinery and other equipment for the issuance of student, alumni or faculty periodicals which are published or which may in the future be published at the University, and the control of which shall be vested in a board composed, ex officio, of certain representatives of the University faculty, the alumni organization, and the student associations of the University, and

WHEREAS the said Publication Board has requested permission from the Board of Regents to proceed with the formation and incorporation of such an organization, and has asked that space and other necessary facilities be provided in a University building for the operation of the Journalism Press, therefore

BE IT RESOLVED that the Board of Regents of the University of Oklahoma, at a regularly called meeting held in Norman, Oklahoma, on the twenty-third day of November, nineteen hundred and twenty-nine, hereby grants permission for the establishment and incorporation of the Journalism Press, Incorporated, and authorized the use of space and other necessary facilities in a University building, within such limits and subject to such restrictions as the president of the University may determine."

The following resolution was drawn and unanimously adopted:

"WHEREAS, Judge W. E. Utterback has tendered his resignation as a member of the Board of Regents to the Governor, and

WHEREAS, during the time Judge Utterback has been a member of the Board he has proved to be a wise counselor and a capable adviser on university policies,

THEREFORE, BE IT RESOLVED that the Board of Regents, in regular session, express our sincere regret that Judge Utterback, on account of other duties, has found it necessary to retire from the Board, and that this Board express to Judge Utterback our best wishes for his health and happiness.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of the Board and a copy sent to Judge Utterback".

President Bizzell presented the report of Campbell and Price, Contractors, on the completion of the Crippled Children's Hospital Building,

at Oklahoma City. The Board ordered the report filed.

President Bizzell presented the report of audit of the University of Oklahoma, from January 1 to June 30, 1929, made by the office of the State Examiner and Inspector.

The report being without criticism, it was ordered filed.

On motion adjourned.

Emil R. Kraettli
Emil R. Kraettli, Secretary.