

THE BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The meeting of the Board of Regents of the University of Oklahoma was held on Wednesday, April 29, 1942, in the Office of the President of the University at 10:00 a.m.

The following members were present: Regent Harrington Wimberly, President of the Board, presiding; Regents McBride, Hopper, Hunt, and Noble. Regent Noble did not attend the morning session.

The minutes of the special meeting held on Friday, March 27, were approved, each member having been sent a copy previously.

The loan for Mack Hiatt, Jr., in the amount of \$125.00 from the J. Roy Williams Loan Fund of Los Angeles, California, was approved.

President Brandt reported that the W. K. Kellogg Foundation had tentatively offered a grant of \$10,000.00 to the Medical School to be used for loans and scholarships for medical students under conditions as outlined in a letter to Dean Robert U. Patterson. The administration of the fund is left to a committee to be appointed locally. Recommended that the Board of Regents accept this grant if and when a definite proposal is made and that the President of the University express appreciation on behalf of the Board of Regents.

Recommendation approved.

Resignations

The following resignations were presented and on motion accepted:

John D. McCall, Office Engineer, University Utilities, on April 15, 1942.

Jane Merritt, Stenographer in the Extension Division, on April 15, 1942.

Anna Mae Dearden, Assistant Registrar, May 1, 1942.

Nellie Bourne, Assistant in the Library, services discontinued on April 1, 1942.

Muriel Minnick, Clerk in the Registry Office, April 1, 1942.

Appointments

The following appointments recommended by President Brandt were, on motion by Regent Hopper, approved:

Joe Whiteside, Linotype Operator, Printing Division, University Press, at a salary of \$160.00 a month, effective April 27, 1942. Mr. Whiteside replaces A. M. Hampton who has been called to military service.

Lolita Connelly, Postmistress, at \$90.00 a month, beginning April 1, 1942, replacing Hazel Gray on leave of absence on account of illness.

Ruth Walton, Stenographer, Correspondence Study Division, \$90.00 a month, effective March 23, 1942.

Rosalie Long, Secretary, Extension Division, at \$100.00 a month, effective June 1, 1942, replacing Jane Merritt who resigned April 15, 1942.

Boyce Timmons, Assistant Registrar at an annual salary of \$2,300.00, effective May 1, 1942, replacing Anna Mae Dearden, resigned.

Dorothy Darrow, Assistant in the Registry Office for the month of May, 1942, at a salary of \$90.00 a month.

Welders' Training Course appointments during the summer, it being understood that the income from fees will be sufficient to pay all salaries and the cost of materials.

L. E. Dietrich, Acting Director and Instructor, \$250.00 a month for June, July, and August.

B. C. Miller, Assistant, \$50.00 a month for June, July, and August.

Evelyn Hales Martin, Secretary, \$50.00 a month for June, July, and August.

Lawrence Cherry, Assistant Professor of Mechanical Engineering, during June, July, and August, to complete the design and construction of the wind tunnel balance at a salary of \$225.00 a month, to be paid from the maintenance fund of the College of Engineering.

Salary Increase

Recommended that the salary of Noel Kaho, Director of the Script Department, W.N.A.D., be increased from \$100.00 to \$125.00 a month for April, May, and June, 1942. Approved on motion by Regent McBride.

President Brandt reported that the University Senate had considered the status of students entering military service, particularly seniors, and the following resolution had been adopted:

"Resolution adopted by the Senate at its meeting Monday, April 6, relative to those entering military service, particularly seniors:

"Be it, therefore, resolved, that upon satisfactory completion of not less than one-half of the classroom instruction in a given course, a student called to the armed service of the United States shall, upon written request duly made to the Registry Office, have the following options:

(1) He may receive credit in the department or field in which each course lies for one-half of the scheduled credit granted for satisfactory completion of said course; or

(2) He may take an examination covering not less than three-fourths of the subject material of said course to establish full subjective credit in that course.

Because of the shortness of the program leading to the Master's Degree these shall be regarded as most generous arrangements. They shall not be applied in the Graduate College except upon approval of the Graduate Council.

"The University recognizes frankly that the problem confronting law students is unique. The Association of American Law Schools, the standardizing agency, prescribes a minimum of ten hundred and eighty hours of classroom instruction for the LL.B. degree. Some of the law students have, conformably to the rules of the Faculty of the Law School, completed more than the minimum required by the Association of American Law Schools.

"Be it, therefore, further resolved that law students may, upon the recommendation of the Faculty of the School of Law, be graduated upon the successful completion of twelve hundred or more classroom hours of instruction in Law."

He stated that this resolution had been submitted to Mr. John Oliver, Administrative Officer of the State Regents for Higher Education, and that the State Regents had approved the action of the Senate. On motion by Regent McBride, the resolution was approved.

President Brandt reported that the University has been given a very fine plant collection through the will of the late Robert Bebb of Muskogee, the collection consisting of approximately 30,000 specimens which are to be added to the herbarium in the University Department of Plant Sciences. He recommended that the University herbarium be hereafter known as the Robert Bebb Herbarium of the University of Oklahoma in honor of Robert Bebb. Further, that the Board of Regents acknowledge the receipt of the collection from the family and that a letter of appreciation be sent to Mr. Maurice M. Bebb, son of Robert Bebb, Muskogee, Oklahoma.

Following a discussion of the matter, it was voted to approve the recommendation, and the President was directed to write the letter to Mr. Maurice M. Bebb.

Leaves of Absence

Recommended that the following be granted leaves of absence under the conditions as indicated:

A. M. Hampton, Linotype Operator, University Press, to enter the U. S. Army Air Corps, San Antonio Air Depot, Duncan Field, San Antonio, Texas. The leave of absence will date from April 11, 1942.

Hazel Gray, Postmistress, recommended that she be granted leave of absence without pay from April 1 to June 30, 1942, because of illness.

Arthur Hemmendinger, Assistant Professor of Physics, has been on leave of absence doing research work in the Naval Ordnance Laboratory, Naval Yard, Washington, D. C., since May 27, 1941, and is requesting an extension of his leave of absence to September 1, 1943.

John F. Malone, Director, Lecture and Entertainment Bureau, Extension Division, for military service, effective April 29, 1942.

Approved on motion of Regent McBride, seconded by Regent Hunt.

President Brandt recommended that the policy of the Board with reference to granting leaves of absence without pay to members of the faculty and employees, limiting such leaves to those who are called to military service, be modified to permit such leaves of absence for any type of Government service or service related to the defense program. He stated this was in line with the policy of other institutions as reported at the meeting of the university and college business officers held in Austin, Texas, on April 14. He explained further that due to the reduced enrolment and the shortage of funds the granting of such leaves of absence at this time would help in balancing the budget since very few replacements would need to be made. He stated several members of the faculty had made inquiry concerning the Board's policy and that in some cases they would be subject to the draft and possibly called later on.

There was a discussion concerning the matter following which Regent McBride made the motion, seconded by Regent Hunt that the President's recommendation be approved with the understanding that cases coming up during the summer be reviewed at the September meeting and that the President of the University make a complete report on individual cases. The motion was adopted.

President Brandt reported that the faculty of the School of Law had considered the question of pre-law requirements and had made the recommendation that for the duration of the war sixty hours of academic college work exclusive of courses of no substantial intellectual content, e. g., physical education, be established instead of ninety

hours which has been required for a number of years. At the conclusion of the war, the three years of college work requirement shall automatically become effective. He stated that this would in no way affect the standing of the Law School in the national association. In considering the matter, the law faculty had concluded that substantial aid could be given to law school graduates following the war by offering refresher courses, and other training, appropriate to the needs of those who fully or partially completed their law training before entering military service. They felt that acceleration and refresher courses would redound not only to the credit of the legal profession but more especially to the students involved.

He read a letter from Dean Hervey dated April 20 setting forth the reasons for making the recommendation. President Brandt stated that he had invited Dean Hervey to attend the luncheon at noon; and, if the Board, so desired, the matter could be further discussed at that time. It was the sense of the Board that action on the recommendation be deferred until later in the meeting.

President Brandt reported on the Naval Air Base stating that the Navy Department had acquired the land adjacent to the Max Westheimer Flying Field and that construction had already started. He stated that announcement had been made that a fair amount of student employment would be provided during the summer.

With reference to the Mechanics School to be located south of the campus, he reported that no announcement had been made but that it was likely the school would be established. Dean Carson is now in the East studying the program. If the plan does go through, the Navy Department would erect barracks, shops, and hospital, and that as many as 20,000 men might be trained in Norman. Approximately 11,000 acres south of Lindsey Street would be taken over by the Government.

With reference to the N.Y.A. dormitories and dining hall, he stated this project would stop on July 1, 1942, and that the only source of funds to complete these buildings would be by legislative appropriation.

On the Isolation Building in Oklahoma City, he reported that it had been recommended that the Government provide a 100 percent grant of \$125,000.00 and that this recommendation was awaiting final approval.

He stated no further progress had been made on the Research Institute Building since the acceptance of the plans by the Board of Regents at the previous meeting.

President Brandt read the following resolution adopted by the Board of Directors of the University of Oklahoma Research Institute concerning the appointment of a committee to prescribe contractual forms and procedures.

"Resolved that the University of Oklahoma Board of Regents is hereby asked to appoint a committee to work with the Research Institute committee on contract policy and to prescribe contractual forms and procedures to be employed in all agreements between the University of Oklahoma and the University of Oklahoma Research Institute."

The Chair appointed the following members of the Board to serve as the committee as recommended: Regents Hopper, Noble, and Hunt.

President Brandt recommended that the budget of the Athletic Department as originally submitted on February 11 which included the re-appointment of Dewey Luster as Head Football Coach at a salary of \$5,000.00 beginning January 1, 1942; Dale Arbuckle, Backfield Coach, at a salary of \$3,600.00; and Frank Crider, Freshman Coach, at a salary of \$2,700.00, be approved; also, that the salary of L. E. Haskell, the Director of Athletics be fixed for the remainder of the fiscal year beginning January 1, 1942, on an annual basis of \$4,500.00. Recommended further that provision be made for the appointment of a line coach at not to exceed \$2,700.00 for the calendar year.

Following a discussion of the matter, Regent McBride moved, seconded by Regent Hopper, that the recommendation with reference to the Athletic Department be approved. The motion was unanimously adopted.

President Brandt discussed the question of appointments and faculty tenure and made the following recommendation:

"I recommend that the Board of Regents, in all future employment of teaching faculty members, adopt the following regulations:

1. Instructors who have been employed after a personal interview on the campus shall be given a three-year contract, renewable for an additional three years provided his instruction and research interests shall prove satisfactory. In event that the instructor shall prove unsatisfactory at the end of the first year, he shall be notified at least three months before the close of the fiscal year; or, if at the end of two years, it be discovered the instructor is no longer needed, he shall be given a year's notice of termination.

2. The rank of assistant professor, except for those now on the faculty, shall not carry tenure, but shall be for a three-year period, subject to a three-year renewal. In extraordinary cases, a second renewal might be given. Notice of termination shall be as in the case of instructors."

On motion by Regent McBride, seconded by Regent Hunt, the recommendation was unanimously adopted.

The Board recessed for lunch in the Union Building at 1:00 p.m. President Brandt stated he had invited John Hervey, Dean of the School

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of Law; Savoie Lottinville, Director of the University Press; Joseph P. Blickensderfer, Dean of the University College; and Henry L. Kamphoefner, Professor of Architecture, for lunch. At the luncheon Dean Hervey reported concerning the question of admission requirements to the Law School, Mr. Lottinville on the University Press, Publishing Division; Mr. Blickensderfer on the University College; and Mr. Kamphoefner on his inspection trip East to Harvard, Yale, and other schools.

The Board reconvened at 3:20 p.m. in the President's Office, Regent Noble being present. He attended the luncheon in the Union Building.

On motion by Regent Hunt, the recommendation of the Law School faculty concerning the sixty hour pre-law requirement was approved.

University and Crippled Children's Hospitals

President Brandt submitted the following routine appointments in the University and Crippled Children's Hospitals, and they were approved:

Resignations

Charley Tetter, Laundryman, February 28, 1942, salary, \$75.00.

Lilah Dolph, Stenographer in Orthopedic Department, March 14, 1942, salary \$100.00.

C. E. Lesman, Electrician, March 14, 1942, salary, \$114.00.

Gertrude Pillars, Stenographer in Social Service Department, March 12, 1942, salary \$75.00.

Increases in Salary

Leon Foster, Laundryman, salary increased from \$67.00 to \$75.00, March 1, 1942, vice Charley Tetter, resigned.

Archie Smoot, Laundryman, salary increased from \$60.00 to \$67.00, March 1, 1942, vice Leon Foster, promoted.

Appointments

Houston Williams, Laundryman, March 1, 1942, vice Archie Smoot, promoted, salary \$60.00. (No increase in salary budget.)

E. R. Chenoweth, Mechanic, March 3, 1942, salary \$100.00, vice William Johnston, resigned February 18, 1942; Mr. Johnston's resignation previously reported. (No increase in salary budget as Mr. Johnston was paid \$100.00)

Ora Dunn, Stenographer in Orthopedic Department, March 12, 1942, vice Lilah Dolph, resigned, salary \$100.00. (No increase.)

Appointments cont.

Jack Price, Electrician, March 16, 1942, vice C. E. Leaman, resigned, salary \$114.00. (No increase in salary budget.)

Claudine Cook, Stenographer in Social Service Department, March 13, 1942, vice Gertrude Pillars, resigned, salary \$75.00. (No increase in salary budget.)

President Brandt recommended the appointment of Ella M. Henke as Assistant Superintendent of Nurses in the University and Crippled Children's Hospitals, effective June 15, 1942, at a salary of \$135.00 a month with maintenance. Miss Henke was educated in Michigan State Normal College, attended Western Reserve University, and is now attending Teachers College, Columbia University where she will receive the Bachelor of Science Degree in Nursing Administration in June of this year. She has had several years of nursing experience and was assistant superintendent of nurses at Mount Morris Tuberculosis Hospital, Mount Morris, New York, for three and one-half years.

The recommendation was approved.

President Brandt reported that Dr. Everett Samuel Lain, Professor of Dermatology and Syphilology in the Medical School, has attained the age of 65 and, according to the policy of the Board of Regents is subject to retirement. He has submitted his resignation effective June 30, 1942, and he recommended that the resignation be accepted.

Dr. Lain has served continuously on the medical school faculty since 1910 and will have completed 32 years on our own staff. Prior to that he served on the faculty of Epworth School of Medicine beginning in 1908. He has been one of the most faithful and loyal supporters of the University and its Medical School. He is not only a skilled physician in his specialty but has been an excellent teacher.

I recommend that Dr. Lain be appointed Emeritus Professor of Dermatology and Syphilology and that a letter be sent to him in behalf of the Board of Regents expressing gratitude for his long and faithful service.

The Board voted to accept Dr. Lain's resignation from active service and approved his appointment as Emeritus Professor of Dermatology and Syphilology and that a letter of appreciation be sent to Dr. Lain.

Recommended that Dr. Clifford Cannon Fulton, Lecturer in Surgery, be granted leave of absence for military service, effective April 1, 1942.

The leave of absence was approved.

Several other matters affecting the Medical School and Hospitals on the agenda were held over until the next meeting on account of the absence of Dr. Chambers, Chairman of the Medical School Committee.

President Brandt stated the Department of Physical Education had proposed a program for all male freshmen, the purpose being to put all freshmen men in one hour (three times a week) physical education program. The program would include the following:

- A. To Develop:
 - 1. Physical stamina and endurance.
 - 2. Increased neuro-muscular control.
 - 3. Leadership and cooperation.
 - 4. Hygienic living by lectures on pertinent topics.

- B. All Freshmen to have:
 - 1. Medical examination.
 - 2. Bath and basket service.
 - 3. Placement tests (For homogeneous grouping)
 - a. By motor ability
 - b. By achievement test
 - 4. Corrective exercise if needed.

- C. Program:
 - 1. Conditioning exercises daily.
 - 2. Strenuous games.
 - a. soccer
 - b. swimming
 - c. road work
 - d. push ball
 - e. volley ball
 - f. wrestling
 - g. relays
 - h. obstacle race

On motion by Regent McBride, it was unanimously voted to approve the proposal concerning physical education.

President Brandt reported that Ellis M. Sims, Instructor in Petroleum Engineering, had received an offer for a position at the University of Kansas, beginning in September. He stated that Dean Carson had recommended several months ago that Mr. Sims be given the rank of Assistant Professor of Mechanical Engineering, and that his salary be increased from \$2,160.00 to \$2,400.00, also, that Mr. Dawson, the Chairman of the Department of Mechanical Engineering, concurred in this recommendation.

A motion was made, seconded, and carried that the President be authorized to notify Mr. Sims of his transfer from Petroleum Engineering to Mechanical Engineering to the rank of Assistant Professor at a salary of \$2,400.00 on a nine-months basis beginning September 1, 1942.

Mr. Shelley Tracy was called to discuss progress on budget matters, also, Mr. Lindsey, the Comptroller. They reported that some reductions had been made looking toward balancing of the budget. Mr. Tracy stating that it would be necessary to reduce expenditures further

to the extent of approximately \$35,000.00, that a study of possible incomes had been made but that he was not in a position at this time to make a complete report.

He reported, also, on his investigations concerning endowments, stating that he was quite encouraged over the prospects, also, that he had given some attention to the organization of the University of Oklahoma Foundation and that he was holding further conferences looking toward the completion of all details with reference thereto.

There being no further business, there was discussion concerning the next meeting of the Board, President Brandt stating that he hoped to have the budget completed for a meeting on Wednesday, May 13,

The meeting was adjourned.



Emil R. Kraettli, Secretary.