

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The September, 1942, meeting of the Board of Regents of the University of Oklahoma was held on Tuesday, September 15, 1942, in the office of the President of the University. Preceding the meeting, the Board assembled for dinner in the Union Building at 6:30 p.m., following which the meeting was called at 7:30 p.m. in the President's Office.

The following members were present: Regent Harrington Wimberly, President, presiding; Regents McBride, Hopper, Craig, Chambers, and Erl Deacon. (Erl E. Deacon presented credentials showing appointment to membership on the Board of Regents as of August 17, 1942.)

President Brandt introduced the Reverend Joseph S. Ewing, Vicar of St. John's Episcopal Church, Norman, stating that he felt it appropriate to open the session of the Board meeting on the first day of the beginning of the second fifty-year period of the University with a prayer. Following the prayer, Mr. Ewing retired from the meeting.

The minutes of the meeting on June 24, 1942, were approved, each member having been furnished a copy previously.

President Brandt reported on the enrolment, giving a comparative statement with the school year of 1941-42 as follows:

ENROLMENT ON NORMAN CAMPUS
First Semester 1942-1943

	Close First Day Classes			Total Entire Semester		
	Men	Women	Total	Men	Women	Total
Arts and Sciences	463	608	1071	670	731	1401
Business	354	162	516	498	180	678
Education	23	112	135	67	211	278
Engineering	991	5	996	1033	9	1042
Fine Arts	30	218	238	101	257	358
Law	68	2	70	185	3	188
Pharmacy	43	8	51	96	11	107
University College	611	251	862	831	375	1206
Graduate	55	57	112	145	172	317
	<u>2638</u>	<u>1423</u>	<u>4061</u>	<u>3626</u>	<u>1949</u>	<u>5575</u>

Enrolment on corresponding date in 1941 5172
 Enrolment in 1941 65% men, 35% women
 Enrolment in 1942 64% men, 36% women
 Approximate enrolment in Oklahoma City 475

Attention was called to the new desk in the President's Office. President Brandt stated it had been made by the NYA at a total cost to the University of \$50.00.

President Brandt told the members of the Board about the ceremony that was held on the oval at 10:00 a.m. (September 15)

celebrating the beginning of the second fifty-year period of the University, the following being introduced:

Mr. Edwin DeBarr, one of the four men on the original faculty, who came here as Professor of Physics and Chemistry and was for many years Vice President of the University.

President Emeritus William Bennett Bizzell, President of the University from 1925 to 1942.

Professor J. W. Sturgis, senior professor of the University, who came to the University in 1900 as Professor of Classical Languages.

Mrs. Grace King Maguire, the first Director of the School of Music. She served from 1898 to 1901.

Judge C. Ross Hume, of Anadarko, who in 1898 was one of the first two men to receive a Bachelor of Arts degree from the University and who two years later was the first person to receive a Master's degree.

Mrs. Fantine Samuels Paxton, Class of 1901, who was the first woman to receive a degree from the University.

Members of the faculty and employees who have served the University for twenty-five years or more were also introduced.

Dean Roy Gittinger presented to the President of the University the first copy of his new book "THE UNIVERSITY OF OKLAHOMA: A History of Fifty Years, 1892-1942."

All University classes were dismissed during the hour.

By Hand
 President Brandt reported that in response to the request of the Board, by resolution at the meeting held on June 24, the Governor had allocated \$39,236.00 from his Contingency and Emergency Fund for the purpose of completing the construction and purchase of the necessary furniture and equipment for the dormitory originally under an NYA project. He stated work was progressing on the building and equipment ordered, and that it was hoped it would be ready for occupancy by the opening of the second semester. He suggested that the Board of Regents express its appreciation to the Governor for his action in this case. President Brandt was directed to write such a letter to the Governor on behalf of the Board.

President Brandt reported that Franklin House (formerly the Masonic Dormitory) had been completely redecorated and that it had been necessary to make repairs to plumbing, electrical wiring, interior wood-work, and furniture but that the expense had been held to a minimum. The total cost, according to a statement prepared by Bennie Shultz, Acting

Superintendent of University Utilities, is \$4,371.45. President Brandt stated the rooms are all filled and that there is a waiting list.

There was a discussion concerning the lease on the building, which instead of being with the Masons, is with R. T. Stuart of the Mid-Continent Life Insurance Company, who holds a mortgage on the property and an agreement as to lease contracts. Following is a copy of the lease:

SUB-LEASE AGREEMENT

No. 2843

THIS LEASE made this the 30th day of July, 1942, by and between Mid-Continent Life Insurance Company, a corporation, party of the first part, and the State Board of Public Affairs and the Regents of the University of Oklahoma, acting for the use and benefit and on behalf of the University of Oklahoma, party of the second part,

WITNESSETH:

That said first party for and in consideration of the payment of the annual rental hereinafter specified and the keeping of the promises, covenants and agreements hereinafter set forth, does by these presents demise, lease, and let unto second party the following described property, situation in the County of Cleveland, City of Norman, State of Oklahoma, to-wit:

The west 95 feet of Lots 27, 28, and 29 of Lot 30, Block 1, and the South 40 feet of the West 95 feet of Lot 30, Block 1, Larsh's University Addition to Norman, Oklahoma, as per the recorded plat thereof, including the building located thereon commonly known as the "Masonic Dormitory".

TO HAVE AND TO HOLD the same to the party of the second part from the first day of September, 1942, until the last day of August, 1943.

In consideration of the premises herein set forth, party of the second part agrees to pay to party of the first part as rental for the above described premises the sum of \$2,600.00 per annum, payable in twelve equal monthly installments, commencing on or before September 1, 1942 and continuing each month thereafter until said twelve monthly rental installments are paid in advance.

It is further understood and agreed by and between the parties that the property is leased for the use of the University of Oklahoma and that the party of the second part will, in addition to the aforementioned rental, pay all premiums on fire, tornado, lightning, and boiler insurance up to, but not exceeding, the sum of \$200.00 per annum.

It is further understood and agreed by and between the parties that all additions, alterations, or re-decorations made upon or to the building, or any part thereof, are to be paid for by party of the second part.

It is further understood and agreed by and between the parties that the party of the second part shall pay all bills for utilities furnished or supplied to the premises.

This lease shall terminate on August 31, 1943, without notice, unless renewed by mutual consent in writing.

It is further agreed and understood by and between the parties that should the party of the first part sell or otherwise dispose of the said premises, during the term of this lease agreement, then and in that event this lease agreement shall be binding upon its grantee or assigns.

It is further agreed and understood by and between the parties that the party of the first part shall yield possession of the premises to the party of the second part on or before August 1, 1942.

It is further agreed and understood by and between the parties hereto, that at the end of this lease, or any extension thereof, the party of the second part shall give peaceable possession of the premises to the party of the first part in as good condition as they are now, the usual wear and tear and damage by the elements alone excepted.

IN WITNESS WHEREOF the parties hereto have executed or caused this instrument to be executed the day and date first above written.

ATTEST:

MID-CONTINENT LIFE INSURANCE COMPANY

By R. T. Stuart (signed)
First Party

ATTEST:

STATE BOARD OF PUBLIC AFFAIRS OF THE
STATE OF OKLAHOMA

Grady Glazner (signed)

By W. M. Bell (signed)
Chairman

(SEAL)

ATTEST:

REGENTS OF THE UNIVERSITY OF OKLAHOMA

By Joseph A. Brandt (signed)
President
Second Party

Harrington Wimberly (signed)
President, Board of Regents
Second Party.

On motion by Regent Hopper, it was voted to approve the lease; and the President of the Board of Regents and the President of the University

were authorized to sign the lease which had already been signed by Mr. W. M. Bell, Chairman of the State Board of Public Affairs.

President Brandt recommended the establishment of a School of Camouflage as a short course. This matter was called to the attention of the Board through correspondence during the summer and several members indicated approval.

It was voted to approve the recommendation.

President Brandt recommended that a Scholarship in Art be established to be awarded annually to the most talented high school senior boy or girl who submits the best portfolio and scholastic standing to the National Scholastic Art Awards Scholarship Jury, Carnegie Museum of Fine Arts, Pittsburgh, Pennsylvania. The winner would be selected from those exhibiting at the National Exhibit in May, 1943. If a nonresident student were selected, the scholarship would provide for the waiving of the nonresident fee plus the fees in art. If a resident of Oklahoma were selected, it would provide for the waiving of the art fees. The recommendation has the approval of the Faculty of the School of Art with the provision that the scholarship be awarded on an annual basis with the understanding that it may be renewed upon the recommendation of the Faculty of the School of Art.

It was voted to approve the scholarship under the conditions outlined.

President Brandt recommended that Mrs. Josephine Williams be given a scholarship in English 167 and that the \$25.00 fee be waived. This recommendation has the approval of Professor W. S. Campbell and is in accordance with the policy of the Board which authorizes not to exceed five scholarships in one year in this course.

Approved.

President Brandt reported the death of Sardis Roy Hadsell, Professor of English, on August 22, 1942. Mr. Hadsell came to the University as a student in the Fall of 1900 and served in various capacities, including Secretary to David R. Boyd, the first President of the University; as Registrar of the University; and as a teacher in the English Department since 1904. He was one of the most valued members of the faculty and served on various University committees. The University has suffered a great loss in his death.

President Brandt was directed to write a letter on behalf of the Board of Regents expressing to Mrs. Hadsell; her daughter, Mrs. James M. McMillan; and her son, John Dell Hadsell, its appreciation for the fine service Mr. Hadsell rendered the University and its sympathy in their bereavement.

President Brandt recommended that the regulation of the Board concerning resignations (Meeting on Friday, May 26, 1939) which states that resignations will not be accepted after August 1 of any year be amended to read as follows:

Professors and Associate Professors shall be required to give not less than six months' notice prior to the end of the scholastic year if they intend to discontinue their connection with the University.

Assistant Professors and Instructors shall be required to give not less than ninety days prior to the end of the scholastic year.

The regulation concerning leaves of absence shall remain as in effect at the present time with the understanding that leaves will be granted only if satisfactory substitutes are available at no additional cost to the University.

Approved.

President Brandt reported the following resignations effective on the dates indicated:

- Benjamin J. Heinrich, Instructor in Chemistry, September 1, 1942.
- Clement B. Waterfield, Assistant in English, August 1, 1942.
- Helen F. Clement, Assistant in Home Economics, September 1, 1942.
- D. Clarence Frost, Assistant in Journalism, September 1, 1942.
- Ingo Maddaus, Jr., Instructor in Mathematics, June 1, 1942.
- Arnold W. Johnson, Associate Professor of Accounting, August 27, 1942.
- Frank F. Henry, Assistant Professor of Business Management, July 25, 1942.
- Robert W. Field, Assistant Professor of Business Management, September 1, 1942.
- John J. Heimerich, Special Instructor in Engineering Drawing, July 1, 1942.
- Allen B. Gibson, Assistant Professor of Petroleum Engineering, July 27, 1942.
- Leena McArthur, Instructor in Bacteriology and Pharmacology, September 1, 1942.

Helen R. Holbrook, Employment Secretary for Women, September 1, 1942.

Lois Bivins, Stenographer in the Secretary's Office, September 1, 1942.

Evelyn Lorenzen, Stenographer in the Comptroller's Office, September 1, 1942.

Betty Rae Brown, Stenographer in the Graduate Placement and Records Bureau, September 1, 1942.

Hazel H. Gray, Mailing Clerk, July 1, 1942.

Elizabeth Trent Rogers, Secretary in the Department of Animal Biology, July 1, 1942.

Elizabeth Van Lear, Stenographer in the Department of English, September 1, 1942.

Margaret Branchflower, Secretary in the Graduate College and Research Institute Office, August 1, 1942.

Margaret Jane Kelly, Secretary, Extension Division, July 11, 1942.

Rosalie Long, Secretary, Extension Division, August 31, 1942.

Gwen Boyd, Stenographer, Lecture and Entertainment Department, Extension Division, June 30, 1942.

Evelyn Stillwell, Stenographer, Lecture and Entertainment Department, Extension Division, August 22, 1942.

Helen Lipsett, Secretary in the Department of Short Courses and Visual Education, Extension Division (appointed September 1, 1942), September 12, 1942.

Robert Davis, Chief Engineer, Radio Station WNAD, August 1, 1942.

James W. Mayfield, Radio Operator, Radio Station WNAD, September 1, 1942.

William E. Durham, Music Supervisor, Radio Station WNAD, September 1, 1942.

John G. H. Scoon, Assistant Editor, University Press, October 1, 1942.

Clark Long, Bindery Man, University Press, September 7, 1942.

Elizabeth Bode, Nurse, University Infirmary, September 1, 1942.

John Sullivan, Janitor, Department of University Utilities, June 20, 1942.

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Dale Houser, Assistant, Department of University Utilities,
services discontinued because of illness, July 1, 1942.

A. L. McGuffin, Janitor, Department of University Utilities,
August 31, 1942.

The resignations were accepted.

President Brandt reported that the following previously
appointed had declined to accept:

Ira Freeman, previously appointed Assistant Professor of Physics.

Mary Bess Ray, previously appointed Stenographer in the Office of
the Dean of the College of Engineering.

President Brandt recommended that leaves of absence without
pay be granted the following effective on the date indicated in each
case and for the reason specified:

Francis R. Hunter, Assistant Professor of Animal Biology, has been
called into the Army as a Second Lieutenant to participate in
the new indoctrination program in aviation physiology, to date
from July 26, 1942 to September 1, 1943.

Joseph P. Harris, Limnologist, Department of Animal Biology, has
received a commission in the Navy, leave of absence to date
from July 1, 1942 to July 1, 1943.

John Anderson, Dispensing Clerk in the Department of Chemistry,
has been accepted in the Navy, to date from July 20, 1942
to September 1, 1943.

E. A. Frederickson, Instructor in Geology, has been called into the
U. S. Army Air Force as Second Lieutenant, leave to date from
August 5, 1942 to September 1, 1943.

A. B. Sears, Associate Professor of History, has received a commission
as First Lieutenant in the Army Air Force, leave to date from
September 1, 1942 to September 1, 1943.

H. C. Peterson, Associate Professor of History, has received a
commission as First Lieutenant in the Army Air Force, leave
to date from September 2, 1942 to September 1, 1943.

Charles H. Brown, Instructor in Journalism, has been accepted in the
Navy, leave to date from August 17, 1942 to September 1, 1943.

- S. B. Townes, Associate Professor of Mathematics, has been commissioned a First Lieutenant in the Army Air Force, leave to date from August 19, 1942 to September 1, 1943.
- Balfour S. Whitney, Instructor in Mathematics, has been commissioned a Second Lieutenant in the Army Air Force, leave to date from September 16, 1942 to September 1, 1943.
- Howard O. Eaton, Professor of Philosophy, has received an appointment in the Bureau of Foreign and Domestic Commerce in Washington, leave to date from September 1, 1942 to September 1, 1943.
- Thomas Z. Wright, Associate Professor of Business Law, has been commissioned a Second Lieutenant in the Air Force, leave to date from July 25, 1942 to September 1, 1943.
- John A. Griswold, Associate Professor of Finance, has been appointed a First Lieutenant in the Army Air Force, to date from July 12, 1942 to September 1, 1943.
- Findley Weaver, Professor of Marketing, has accepted an appointment with the Office of Price Administration, Dallas, Texas, leave to date from August 15, 1942 to September 1, 1943.
- Herschel Elarth, Associate Professor of Architecture, has applied for a commission in the Army, leave to date from September 1, 1942 to September 1, 1943.
- E. Richard Page, Professor of Electrical Engineering, has been ordered to active duty in the armed forces, leave to date from July 18, 1942 to September 1, 1943.
- Gerald Tuma, Special Instructor in Electrical Engineering, for military service, leave to date from August 10, 1942 to September 1, 1943.
- Robert Whitehand, Assistant Professor of Drama, has been commissioned a First Lieutenant in the Army Air Force, leave to date from July 1, 1942 to September 1, 1943.
- Frank Hughes, Instructor in Theory of Music, for military service, leave to date from July 7, 1942 to September 1, 1943.
- Homer L. Dodge, Dean of the Graduate College, Professor of Physics, Director of the University of Oklahoma Research Institute, has been appointed Director of the Office of Scientific Personnel in the National Research Council, Washington, D.C., leave to date from September 1, 1942 to September 1, 1943.
- Harold Tacker, University Photographer, Extension Division, has received a commission in the Navy as Lieutenant (jg), leave to date from August 1, 1942 to July 1, 1943.

H. H. Leake, Production Manager, Radio Station WNAD, has requested an extension of his leave of absence to February 1, 1943. He is employed in the Office of Price Administration.

Walter Evans, Chief Announcer and Traffic Manager, Radio Station WNAD, for military service, leave to date from June 1, 1942 to July 1, 1943.

Bernice Paton, Assistant Cataloger, University Library, leave to date from October 1, 1942 to July 1, 1943.

Naomi Wall, Secretary, College of Arts and Sciences, leave to date from October 1, 1942 to January 15, 1943.

Walter W. Kraft, Superintendent of University Utilities, is employed in Government construction work, leave to date from July 11 to December 11, 1942.

Karl Belden, Janitor, Department of University Utilities, for service in the Navy, leave to date from September 1, 1942 to July 1, 1943.

The leaves of absence were approved as recommended.

Mrs. Margaret J. Moore, Assistant Professor of Spanish, who was granted a leave of absence for the second semester of the school year 1942-43, without pay, has requested a leave of absence under the regulations governing sabbatical leaves. Under these regulations, she is entitled to half pay and President Brandt recommended that the leave be granted.

The recommendation was approved.

President Brandt reported that E. Thayer Curry, Assistant Professor of Speech at an annual salary of \$2,043.00, and R. Wendell Tomberlin, Instructor in Art at an annual salary of \$1,710.00, had expected to be called into military service and were granted leaves of absence on that basis, but that they have not been called. Mr. Brandt recommended that they be reinstated in their positions pending future call to service.

Approved.

President Brandt reported the following interdepartmental transfers with salary adjustments as indicated and recommended confirmation by the Board:

Irene Elliott, transferred from the position of Stenographer in the President's Office to that of Secretary in the Office of the University Secretary, no change in salary, effective September 1, 1942.

Marian Widlake, transferred from the position of Stenographer in the Office of the Comptroller to that of Stenographer in the President's Office, salary increased from \$100.00 to \$125.00 a month, effective September 1, 1942.

Naomi M. Pruett, transferred from the position of Secretary in the Office of the Counselor of Women at \$125.00 a month to that of Machine Operator in the Office of the Comptroller at \$150.00 a month, effective August 15, 1942.

Charles H. Bumstead, transferred from the position of Supervisor of Lecture and Entertainment Department in the Extension Division at \$216.66 a month to the position he formerly held of Assistant Professor of Psychology at an annual salary of \$2,160.00, effective September 1, 1942, for nine months' service.

Claude A. Campbell, transferred from Assistant Professor of Economics to Assistant Professor of Finance, no change in salary, effective September 1, 1942.

Charlotte Shepherd, transferred from Assistant in Charge of the Package Library, Extension Division, at \$90.00 a month to Director of Lecture and Entertainment and Assistant to the Director of the Extension Division at a salary of \$125.00 a month, effective September 1, 1942.

Dorothy L. Lockett, transferred from position of Stenographer in the Correspondence Study Department, Extension Division, at \$85.00 a month to position of Secretary in the Director's Office, Extension Division, at \$100.00 a month, effective September 1, 1942.

Bennie Shultz, transferred from position of Supervisor of the Power Plant to that of ~~Acting~~ ^{Assistant} Superintendent of the Department of University Utilities during the absence of Walter W. Kraft who is on leave of absence from July 11 to December 11, 1942. Mr. Shultz' salary has been increased to \$300.00 a month, effective July 1, 1942.

Lendon Hunt, transferred from position of Chief Mechanic to that of Chief Engineer in the Power Plant, Department of University Utilities, salary increased from \$2,400.00 to \$2,820.00, effective July 1, 1942.

Earl Brown, transferred from position of Operator in the Power Plant at \$1,500.00 to Mechanic in Signal System, Wiring, and Mechanical Upkeep, Department of University Utilities, at a salary of \$1,800.00, effective July 1, 1942.

Dewey Lebow, transferred from position of Assistant in the Plumbing Department, University Utilities, at \$125.00 a month, to Basketroom Assistant in the Department of Physical Education for Men, without change in salary, effective September 15, 1942.

The recommendation was approved.

President Brandt recommended that Paul Eldridge, who has enlisted in the Navy, be granted a leave of absence, to date from September 1, 1942 to September 1, 1943; and that he be promoted from Assistant Professor to Associate Professor of English as of September 1, 1942.

The leave of absence was granted and the promotion in rank approved.

President Brandt stated that during the summer several members of the faculty and some of the employees had been offered positions elsewhere at increased salaries and that it was imperative they be retained in their present positions. In order to meet this situation, it was necessary to make commitments without first securing approval of the Board; but in all major cases, President Brandt consulted the President of the Board. The following are included in the above:

Charles F. Daily, promoted from Assistant Professor to Associate Professor of Economics and salary increased from \$2,602.00 to \$2,664.00, effective September 1, 1942.

E. E. Hatfield, promoted from Assistant Professor to Associate Professor of Secretarial Science and salary increased from \$2,331.00 to \$2,664.00, effective September 1, 1942.

Sam C. Holland, promoted from Instructor to Assistant Professor of Engineering Drawing and salary increased from \$1,899.00 to \$2,200.00, effective September 1, 1942.

William Tiffin, promoted from Assistant Professor to Associate Professor of Mechanical Engineering and salary increased from \$2,502.00 to \$2,800.00, effective September 1, 1942.

Lolita Connelly, Mailing Clerk, salary increased from \$90.00 to \$100.00 a month, effective, September 1, 1942.

- Ruth Irby, Technician in the Department of Animal Biology, placed on a nine months' basis at \$100.00 a month, to date from September 1, 1942 to June 1, 1943.
- Edward E. Dale, named Graduate Professor of History and Director of the Phillips Collection, salary at the rate of \$500.00 a month from September 1 to June 30 (10 months) with vacation the last half of June. In case he teaches in the summer school, he shall receive \$500.00 for July with no vacation for June.
- C. E. Springer, Professor of Mathematics, salary increased from \$2,664.00 to \$2,988.00, effective September 1, 1942.
- Dorothy Cram, Instructor in Social Work, salary increased from \$1,600.00 to \$1,800.00, effective September 1, 1942.
- V. Lauren Shelton, Instructor in Accounting, salary increased from \$1,899.00 to \$2,000.00, effective September 1, 1942.
- Raymond R. White, Assistant Professor of Secretarial Science, salary increased from \$2,000.00 to \$2,160.00, effective September 1, 1942.
- William Foster Harris, Special Instructor in English, salary increased from \$1,600.00 to \$1,800.00, effective September 1, 1942.
- William H. Butterfield, Assistant Dean of Admission and Associate Professor of Business Communication, salary increased from \$3,600.00 to \$3,800.00 on a twelve months' basis, beginning September 1, 1942.
- LeRoy O. Smith, Instructor in Accounting, salary increased from \$1,800.00 to \$1,900.00, effective September 1, 1942.
- V. E. Willoughby, Instructor in Mechanics, salary increased from \$2,160.00 to \$2,331.00, effective September 1, 1942.
- William O. Baxter, Director of the School of Letters and Associate Professor of English, \$125.00 for Month of August for research work on University statutes and regulations.
- E. P. R. Duval, Professor of Mathematics, who was placed on half time because he had reached the retirement age, has been placed on full time at \$2,826.00 for the school year 1942-43, effective September 1, 1942. This is necessary because it has been impossible to find satisfactory Mathematics teachers to fill vacancies.
- Mary Evelyn Potts, Assistant Cataloger, University Library, salary increased from \$116.00 to \$126.00 a month, effective October 1, 1942.

Mary W. Nolan, Assistant Cataloger, University Library, salary increased from \$116.00 to \$126.00 a month, effective October 1, 1942.

Tyty Mayes, Head Cataloger, University Library, salary increased from \$216.66 to \$226.66 a month, effective October 1, 1942.

Opal Carr, Reference Assistant, University Library, salary increased from \$116.00 to \$126.00 a month, effective October 1, 1942.

Wyona Smith, Circulation Head, University Library, salary increased from \$100.00 to \$110.00 a month, effective October 1, 1942.

Margaret Kennedy, Secretary, Department of Government, salary increased from \$80.00 to \$100.00 a month, effective September 1, 1942.

Jack Patton, Greenkeeper of Golf Course, Intramural Athletics, salary increased from \$100.00 to \$125.00 a month, effective September 1, 1942.

William Stimpel, Clerk, R.O.T.C., salary increased from \$75.00 to \$95.00 a month, effective September 1, 1942.

Melvin Frantz, Bindery Operator, University Press, salary increased from ~~\$1,620.00~~ to \$1,800.00, effective September 8, 1942.
1440.00

E. L. Danley, Cylinder Pressman, University Press, salary increased from \$1,620.00 to \$1,800.00, effective October 1, 1942.

Anna Belle Rouse, Mimeograph Operator, University Press, salary increased from \$75.00 to \$85.00 a month, October 1, 1942.

President Brandt requested confirmation by the Board.

Approved.

President Brandt recommended that F. A. Balyeat, Professor of Secondary Education, be transferred part time to the ESMWT Program where he will receive a salary of \$2,400.00 beginning August 1, 1942. Professor Balyeat will continue to supervise graduate work in the College of Education two days each week. His salary was fixed at \$58.00 for August and \$92.00 a month from September 1, 1942 to June 1, 1943.

Approved.

President Brandt recommended that Robert A. Hardin, Chairman of the Department of Industrial Education and Engineering Shops, be paid

\$225.00 for August, 1942. This was for supervision of the installation of machinery and instruments for the College of Engineering plastics experimental laboratory and also metal plating laboratory.

Approved.

E. G. Bullard, Dispensing Clerk in the School of Pharmacy, was placed on part time at the meeting on June 24 because he has reached the retirement age. It has been impossible to secure a satisfactory replacement and President Brandt recommended that Mr. Bullard be continued on a full time basis at \$100.00 a month from September 1, 1942 to June 1, 1943.

Approved.

President Brandt submitted for approval the recommendation of Dale Arbuckle, Acting Director of Athletics, that Jack Baer be appointed Assistant Freshman Coach in addition to his duties as Baseball Coach and Assistant in Physical Education and that his salary be fixed at the rate of \$183.33 a month on a twelve months' basis, effective September 1, 1942. The appointment will extend to July 1, 1943. His salary has been \$166.66 a month on a nine months' basis.

Approved.

President Brandt recommended that Bill Deskin, Assistant Greenkeeper in the Department of Intramural Athletics, be paid \$90.00 a month, effective September 1, 1942. His salary has been \$83.33 a month.

Approved.

President Brandt stated Mr. Savoie Lottinville, Director of the University Press, had reported that several members of the staff in the Mechanical Division of the Press had been offered positions at considerably higher salaries than they are receiving at the present time and that it would be impossible to replace these men on the present salary schedule.

President Brandt recommended adjustments for the following, effective September 1, 1942:

	<u>Present Salary</u>	<u>Proposed Salary</u>
Rufus Huckaby, Asst. Supt.	\$2,040.00	\$2,100.00
Claire Fisher, Linotype Operator	1,920.00	2,040.00
Joe Whiteside, Linotype Operator	1,920.00	2,040.00
M. E. Reynolds, Linotype Operator	1,920.00	2,040.00
Peter Joyal, Linotype Operator	1,920.00	2,040.00
A. C. Gregory, Pressman	1,920.00	2,040.00
Betty Lynn, Proofreader	1,080.00	1,200.00
Ethlyn Coleman, Proofreader	1,080.00	1,200.00

The recommendation was approved.

President Brandt called attention to the item of \$6,900.00 in the budget of the Department of University Utilities which was to be used for adjustments in salaries for Utility employees. Mr. Kraft, Superintendent of University Utilities, recommended adjustments as indicated below effective July 1, 1942.

Following Mr. Kraft's departure on a leave of absence, Bernie Shultz, ~~Acting~~ Superintendent, was faced with the necessity of making further adjustments for several employees in order to retain them in their present positions, it being impossible to secure replacements. President Brandt recommended confirmation on the adjustments for the individuals effective July 1, 1942, and the further adjustments effective September 1, 1942, as follows:

	<u>Salary Approved 6-24-42</u>	<u>Salary Effective 7-1-42</u>	<u>Salary Effective 8-1-42</u>	<u>Salary Effective 9-1-42</u>
R. L. Brown, Bookkeeper	\$135.00	\$150.00		\$175.00
Sam Wilson, Storekeeper	125.00	135.00		150.00
George Foree, Head Operator	130.00	140.00		150.00
Lee Brown, Operator, Power Plant	125.00	135.00		145.00
J. G. Evertson, Operator	125.00	135.00		145.00
Elvis Corbin, Operator	125.00	135.00		145.00
Jay B. Kelso, Chief Electrician	205.00	225.00		
Carl Blackert, Electrician	150.00	175.00		
Paul Warren, Mechanic	135.00	145.00		
Jesse Bolin, Assistant Mechanic	85.00	95.00		
Howard Jensen, Landscape Gardener	150.00	155.00		175.00
W. I. Murphy, Labor Foreman	105.00	120.00		130.00
J. M. Houston, Athletic Grounds Foreman	124.00	130.00		
O. K. Wilcox, Greenhouse Asst.	90.00	100.00		
W. D. Hooper, Assistant	85.00	95.00		
H. C. Brown, Assistant	85.00	95.00		
Lee Jones, Assistant	85.00	95.00		
H. E. Stanley, Assistant	85.00	95.00		
Ollie Jones, Assistant	85.00	95.00		
C. Vanness, Assistant	85.00	95.00		
H. L. Campbell, Assistant	80.00	90.00		

cont.	Salary Approved 6-24-42	Salary Effective 7-1-42	Salary Effective 8-1-42	Salary Effective 9-1-42
L. L. Adams, Special Officer	\$135.00	\$150.00	\$200.00	
Car Maintenance	60.00	60.00	60.00	
A. C. Bernier, Special Officer	115.00	125.00	185.00	
Emmet C. Graham, Watchman	90.00	100.00		
C. L. Wilkerson, Watchman	90.00	100.00		
Gertrude Maple, Telephone Operator	80.00	85.00		
May McNatt, Telephone Operator	70.00	80.00		
C. M. Mitchell, Foreman, Janitor Service	130.00	145.00		
J. L. Sullivan, Janitor	95.00	105.00		
J. B. Blankenship, Janitor	95.00	105.00		
R. P. Smith, Janitor	95.00	105.00		
J. T. Scott, Janitor	95.00	105.00		
Karl Belden, Janitor (L.A., 9-1-42)	95.00	105.00		
W. M. Lockett, Janitor	95.00	105.00		
B. M. Russell, Janitor	95.00	105.00		
L. A. Russell, Janitor	95.00	105.00		
W. F. Haxel, Assistant	95.00	105.00		
W. B. Corbin, Janitor	90.00	100.00		
Preston Willoughby, Janitor	80.00	95.00		
A. L. McGuffin, Janitor	90.00	100.00		
S. C. Scott, Janitor	90.00	100.00		
Floyd Koonce, Truck Driver	90.00	100.00		
J. H. Burke, Janitor	80.00	90.00		
William F. Duty, Janitor	80.00	90.00		\$105.00
Thurman Burkett, Assistant	95.00	105.00		
Otis Johnson, Janitor	80.00	100.00		
Charles Goins, Janitor		85.00		100.00
Jake Kaplan, Paint Foreman	195.00	210.00		
Ed Hill, Cement Finisher and Plasterer	120.00	130.00		140.00
John Gallagher, Assistant	90.00	100.00		
C. C. Huddleston, Assistant	90.00	100.00		
L. R. Benning, Plumbing Foreman	225.00	235.00		

Following a discussion of the matter, motion was made, seconded, and carried that the President's recommendation be approved.

President Brandt stated that in view of the large number of leaves of absence and resignations it had been necessary to make appointments during the summer and recommended the following replacements to the position and at the salary indicated effective on the date specified in each case:

Bernard O. Heston, Assistant Professor of Chemistry, at an annual salary of \$2,400.00, effective September 1, 1942. Mr. Heston replaces Samuel H. Weidman, resigned.

- Charles Ben Minner, Assistant Professor of Philosophy, at a salary of \$500.00 for the first semester of 1942-43, effective September 1, 1942. Mr. Minner replaces Howard O. Eaton, on leave of absence.
- Robert Dean Schick, Assistant Professor of Animal Biology, at an annual salary of \$2,160.00, effective September 1, 1942. Mr. Schick replaces Francis R. Hunter, on leave of absence.
- Charles R. Sleeth, Assistant Professor of English, at an annual salary of \$2,331.00, effective September 1, 1942. This appointment was made necessary because of the death of S. R. Hadsell.
- Wilfrid Joseph Dixon, Instructor in Mathematics, at an annual salary of \$1,800.00, effective September 1, 1942. Mr. Dixon replaces Ingo Maddaus, resigned.
- Warren James McGonnagle, Instructor in Physics, at an annual salary of \$800.00 for half time, effective September 1, 1942. Mr. McGonnagle replaces John L. Dalke, resigned.
- Hazel Virginia Morris, Instructor in Physical Education, at an annual salary of \$1,800.00, effective September 1, 1942. Miss Morris replaces Mrs. Lois S. Nelson, on leave of absence.
- Lawrence M. Rohrbaugh, Instructor in Plant Sciences, at an annual salary of \$1,800.00, effective September 1, 1942. Mr. Rohrbaugh replaces William O. Felkner, on leave of absence.
- Sarah Helen Edwards, Instructor in English, at an annual salary of \$1,600.00, effective September 1, 1942. This appointment was made necessary because of the absence of Paul Eldridge, on leave of absence.
- Mary Elizabeth Stevens, Assistant in English, at an annual salary of \$1,200.00, effective September 1, 1942. Miss Stevens replaces Clement B. Waterfield, resigned.
- Flora Mae Craven Mayfield, Assistant in Kindergarten, School of Home Economics, at a salary of \$990.00 for nine months' service, effective September 1, 1942.
- Anne Bailey, Assistant in Home Economics, at an annual salary of \$900.00, effective September 1, 1942. Mrs. Bailey replaces Mrs. Helen F. Clement, resigned.
- Harold Vernon Huneke, Assistant in Mathematics, at an annual salary of \$1,600.00, effective September 1, 1942. Mr. Huneke replaces Balfour S. Whitney, on leave of absence.
- Dorothea Allphin Sudduth, Assistant in Mathematics, at an annual salary of \$1,600.00, effective September 1, 1942. Mrs. Sudduth's appointment is necessary because of resignations and leaves of absence in the Department.

Maud Myers Kitchens, Assistant in Remedial Mathematics, at a salary of \$600.00 for the first semester of the school year 1942-43, effective September 1, 1942.

Charles A. Reed, previously appointed Instructor in Physics on a half time basis at \$800.00, made Instructor in Physics at an annual salary of \$1,899.00 for full time, effective September 1, 1942.

Andre F. Reno, Instructor in Physics at an annual salary of \$1,899.00, effective September 1, 1942. Mr. Reno replaces G. A. Van Lear, on leave of absence.

Willard Gaeddert, previously appointed Graduate Assistant in Physics, made Instructor in Physics at a salary of \$800.00 for half time service, effective September 1, 1942.

Vol Gene Edmondson, Assistant Professor of Accounting, at an annual salary of \$2,502.00, effective September 1, 1942. Mr. Edmondson replaces Arnold W. Johnson, resigned.

Dave Kelso Spradling, Assistant Professor of Business Law, at an annual salary of \$2,331.00, effective September 1, 1942. This appointment was made to replace Thomas Z. Wright, on leave of absence.

Lee Elrie Thompson, Assistant Professor of Business Management, at an annual salary of \$2,331.00, effective September 1, 1942. Mr. Thompson replaces Frank F. Henry, resigned.

Joe T. Williamson, Assistant Professor of Economics, at an annual salary of \$2,331.00, effective September 1, 1942. Mr. Williamson replaces Claude A. Campbell who has been transferred to the Department of Finance.

Michael Zev Massel, Assistant Professor of Business Management, at an annual salary of \$2,331.00, effective September 1, 1942. Mr. Massel replaces Robert W. Field, resigned.

Edward P. Boyd, ^{Special} Assistant Professor of Architecture and Architectural Engineering, at an annual salary of \$2,400.00, effective September 1, 1942. Mr. Boyd replaces Joe E. Smay, on leave of absence.

Robert Augustus Church, Assistant Professor of Electrical Engineering, at an annual salary of \$2,700.00, effective September 1, 1942. Mr. Church replaces E. Richard Page, on leave of absence.

Frank Peyton Vance, Jr., Assistant Professor of Chemical Engineering, at an annual salary of \$2,502.00, effective September 18, 1942. Mr. Vance replaces Allen B. Gibson, resigned.

Wendell S. Taylor, Special Instructor in Mechanical Engineering, at an annual salary of \$2,400.00, effective September 1, 1942. Mr. Taylor replaces J. Harper Thomas, resigned.

- Helen Forrest Lauterer, Assistant Professor of Drama, at an annual salary of \$2,400.00, effective September 1, 1942. Miss Lauterer replaces Robert Whitehand, on leave of absence.
- Blanche E. Sommers, Instructor in Pharmacy, at an annual salary of \$1,600.00, effective September 1, 1942. Miss Sommers replaces Leena McArthur, resigned.
- Major Garth Bly Haddock, Assistant Professor of Military Science and Tactics, no salary involved, effective September 1, 1942.
- Lieutenant Clyde J. Van Arsdall, Jr., Assistant Professor of Naval Science and Tactics, no salary involved, effective June 15, 1942.
- James Orville Tuttle, Assistant Professor of Physical Education, Line Coach, at an annual salary of \$2,700.00, to date from July 1, 1942 to January 1, 1943. After January 1, this appointment will date from January to January.
- Robert Lyle Wham, Instructor in the Civilian Pilot Training Program, salary at the rate of \$250.00 a month, effective September 14, 1942, and to continue for the duration of the CPT Program.
- Dorothy Agnes Hughes, Receptionist in the President's Office, at an annual salary of \$900.00, effective September 1, 1942.
- Ruth Shannon Roys, Secretary to the Counselor of Women, at an annual salary of \$1,500.00, effective August 15, 1942. Mrs. Roys replaces Mrs. Naomi Pruett who has been transferred to the Office of the Comptroller. Mrs. Roys worked part time for the Counselor of Women from August 1 to 15 and received \$37.50.
- Martha Earle Perry, Stenographer in the Office of the Counselor of Women, at a salary of \$75.00 a month for nine months' service, effective September 1, 1942. Mrs. Perry replaces Ruby Lee, resigned.
- Betty Rae Brown, Stenographer in the Graduate Placement and Records Bureau, at a salary of \$75.00 a month, effective July 1, 1942. Miss Brown resigned on September 1, 1942.
- Juanita Adee, Assistant to the Mailing Clerk, at a salary of \$75.00 a month, effective September 1, 1942. This appointment was made necessary because of the resignation of Hazel H. Gray, Mailing Clerk.
- Bayden L. Bashe, Secretary to the Dean of the College of Arts and Sciences, salary at the rate of \$100.00 a month, to date from October 1, 1942 to January 15, 1943. Mr. Bashe is to replace Mrs. Naomi Wall, on leave of absence.
- Helen Love, Secretary in the Department of Animal Biology, salary at the rate of \$83.33 a month, effective July 1, 1942. Miss Love resigned August 1, 1942. She replaced Mrs. Elizabeth Rogers, resigned.

Annice Flippo, Secretary in the Department of Animal Biology, at a salary of \$100.00 a month, effective September 1, 1942. Mrs. Flippo replaces Helen Love, resigned.

David A. Baerreis, Custodian of the Museum of Anthropology, at a salary of \$100.00 a month, effective July 1, 1942.

Nelle C. Higbee, Secretary in the Department of English, at a salary of \$100.00 a month, effective September 1, 1942. Mrs. Higbee replaces Elizabeth Van Lear, resigned.

Murry J. Flippo, Secretary in the School of Geology, at a salary of \$75.00 a month, effective July 1, 1942. Through an oversight the salary for Mr. Flippo was left off the budget previously approved.

Nathan Hart, Technician in the School of Geology, at a salary of \$83.33 a month for nine months' service, effective September 1, 1942.

Evelyn Jo Greenhaw, Secretary to E. E. Dale, at a salary of \$75.00 a month, effective September 10, 1942.

Margaret Grubbs, Assistant Secretary and Clerk in the Dean's Office, College of Engineering, at a salary of \$75.00 a month, effective September 1, 1942. Miss Grubbs replaces Mary Bess Ray who declined to accept appointment for 1942-43.

John Fox, Mechanician in the School of Petroleum Engineering, at a salary of \$125.00 a month, effective July 1, 1942.

Babe Urijah Morris, Secretary in the Graduate College and Research Institute Office, at a salary of \$80.00 a month, effective August 1, 1942. Miss Morris replaces Margaret Branchflower, resigned.

Juanita Rice, Secretary, Extension Division, at a salary of \$85.00 for August, 1942, only. Miss Rice replaced Margaret Jane Kelly, resigned, temporarily.

Lloyd George Banta, University Photographer, Extension Division, at a salary of \$125.00 a month, effective August 1, 1942. Mr. Banta replaces Harold Tacker, on leave of absence.

Helen Lipsett, Secretary in the Visual Education and Short Course Department, Extension Division, at a salary of \$85.00 a month, effective September 1, 1942. Miss Lipsett resigned September 12, 1942.

Evelyn Stillwell, Stenographer in the Lecture and Entertainment Department, Extension Division, at a salary of \$80.00 a month, effective July 1, 1942, replacing Gwen Boyd, resigned. Miss Stillwell resigned August 22, 1942.

Stella Mae McElmurry, Stenographer in the Correspondence Study Department, Extension Division, at an annual salary of \$1,080.00, effective September 1, 1942. Miss McElmurry replaces Dorothy Lockett who has been transferred to the Director's Office.

Juanita Saylor, Secretary, Photographic Service and Lecture and Entertainment Department, Extension Division, at a salary of \$80.00 a month, effective September 8, 1942. Mrs. Saylor replaces Evalyn Stillwell, resigned.

Dorothy Maxine Scheffe, Secretary in the Department of Short Courses and Visual Education, Extension Division, at a salary of \$85.00 a month, effective September 14, 1942. Mrs. Scheffe replaces Helen Lipsett, resigned.

Roger J. Goeb, Music Supervisor, Radio Station WNAD, at a salary of \$150.00 a month, effective September 1, 1942. Mr. Goeb replaces William E. Durham, resigned.

Franklin Wilder Harris, Radio Technician, Radio Station WNAD, at a salary of \$100.00 a month, effective September 12, 1942. Mr. Harris replaces James W. Mayfield, resigned.

James W. Mayfield, Engineer, Radio Station WNAD, at the rate of \$100.00 a month, to date from September 1 to September 19, 1942. Mr. Mayfield submitted his resignation effective September 1, 1942, but worked until September 19, 1942.

Louise Gibson, Assistant in the Catalog Department, University Library, at a salary of \$100.00 a month, effective October 1, 1942. Mrs. Gibson replaces Bernice Paton, on leave of absence.

Floriene Bridges Cecil, Nurse in the University Infirmary, at a salary of \$75.00 a month, effective September 10, 1942.

William Hill, Office Engineer, Department of University Utilities, at a salary of \$150.00 a month, to date from July 1 to September 15, 1942. After September 15, he will be paid at the rate of 65¢ per hour.

Arlie Junior Beddo, Special Officer, Department of University Utilities, at an annual salary of \$2,220.00, effective August 15, 1942.

Charles Goins, Janitor, Department of University Utilities, at a salary of \$85.00 a month, effective July 1, 1942.

Orville C. Collins, Janitor, Department of University Utilities, at a salary of \$85.00 a month, effective July 1, 1942.

Dewey O. Lebow, Assistant, Plumbing, Sewers, Gas, and Water Department of University Utilities, at a salary of \$125.00 a month, effective July 1, 1942. (Transferred to Department of Physical Education for Men, without change in salary, effective September 15, 1942.)

Carl A. Wagner, Assistant in the Plumbing Department, University Utilities, at a salary of \$150.00 a month, effective September 15, 1942.

Charles E. Cole, Janitor, Department of University Utilities, at a salary of \$90.00 a month, effective September 1, 1942.

James H. Collins, Janitor, Department of University Utilities, at a salary of \$85.00 a month, effective September 16, 1942.

Melvin J. Ives, Janitor, Franklin House, at a salary of \$85.00 a month, effective September 1, 1942.

Reba Joe Ives, Housekeeper, Franklin House, at a salary of \$60.00 a month, effective September 1, 1942.

Peggy Askew, Clerk, University Book Exchange, at a salary of \$90.00 a month, effective September 1, 1942.

Following a discussion of the matter, the motion was made by Regent Craig, seconded by Regent Chambers, that the appointments as recommended be approved.

Regent McBride requested that he be recorded as voting "No" on the appointment of Michael Zev Massel, Assistant Professor of Business Management.

Approved.

President Brandt discussed with the members of the Board the need for assistance in the President's Office. He recommended that Royden J. Dangerfield, Professor of Government and formerly Assistant Dean of the Graduate College, be appointed to the position of Dean of the Faculty on a twelve months' basis at an annual salary of \$4,860.00, effective September 1, 1942. His duties would be those formerly exercised by Morris L. Wardell under the title of Assistant to the President and, in general, he would be a faculty coordinator resolving problems that arise between departments, colleges, and faculty personnel matters. President Brandt stated further "this appointment is vitally necessary as I have been attempting to continue both jobs in the past year, and find that it is physically impossible, particularly in view of the many complexities which the war has brought. If you confirm Mr. Dangerfield's appointment, Mr Kraettli, Mr Dangerfield, and I will work out routines which will give the University greater efficiency of service."

Following a discussion of the matter, Mr. Dangerfield was invited to appear before the Board. After introductions and a brief conference, Mr. Dangerfield retired from the meeting. The motion was made, seconded, and carried that Mr. Dangerfield's appointment as recommended be approved.

President Brandt recommended that George L. Cross, who was appointed Assistant Dean of the Graduate College on June 24, be appointed Acting Dean of the Graduate College in place of Dean Homer L. Dodge who is on leave of absence.

Approved.

President Brandt submitted a list of teachers in the College of Arts and Sciences, recommending adjustments in salaries and in some cases promotions. He stated that he had made no commitments, but that he felt the salary increases were justified due to the increased cost of living and the qualifications of those recommended for increases. There was a discussion concerning the financial situation and questions as to whether the budget would permit additional expenditures. Inquiry was also made by members of the Board concerning those who had been recommended for increases and approved at the meeting on June 24 when the budget was adopted. It was the sense of the Board that action on these increases be postponed until further study has been made and that the President furnish each member of the Board prior to the next meeting with a complete list of those recommended showing their salaries during the school year of 1941-42, salaries approved at the meeting on June 24, and the amounts recommended at this time.

On motion by Regent McBride, seconded by Regent Chambers, it was voted to hold this matter over for further discussion until the next meeting.

President Brandt reported the following changes in the Oklahoma Geological Survey and recommended confirmation by the Board:

Stuart L. Schoff, who was employed on a cooperative basis in the Oklahoma Geological Survey and the U. S. Geological Survey, has accepted a commission as First Lieutenant in the Engineers Corps, effective July 1, 1942.

Edwin W. Reed, Junior Hydraulic Engineer on the U. S. Geological Survey staff, who has been working with Mr. Schoff will continue with the project, though somewhat revised.

C. L. Jacobsen, Junior Geologist, will be assigned to assist Mr. Reed about October 1, 1942.

Joseph Moxie, U. S. Bureau of Mines, has been invited to take charge of the research project on "Coke and By-Products and Other Minerals" for which funds were made available by the recent legislature. Mr. Moxie is now employed by the U. S. Bureau of Mines and the project is being conducted on a cooperative basis.

Approved.

President Brandt, in referring to Franklin House, recommended that Professor Kester Svendsen be named Master of Franklin House at a salary of \$50.00 a month in lieu of the absence of dining quarters. He stated that Mr. and Mrs. Svendsen will receive a furnished apartment. Mr. Svendsen has had previous training in dormitory management at the University of North Carolina and since August 1, the date he assumed his duties, he has been doing "a magnificent job in the management of Franklin House."

The recommendation was approved.

SCHOOL OF MEDICINE

There was a discussion concerning the appointment of the Dean of the School of Medicine; and President Brandt reported on his trip to Chicago for a conference with Dr. Fred C. Zapffe, Secretary of the American Association of Medical College, and Dr. H. G. Weiskotten, Secretary of the Council of Medical Education and Hospitals of the American Medical Association. Dr. Zapffe stated a number of medical schools are operating with deans who are practicing and giving part time service in administering the medical schools. Dr. Weiskotten was rather firm in his belief that it was unwise to have a dean on a part time basis.

President Brandt discussed the matter also with Dean Bachmeyer of the University of Chicago Medical School. He felt that first emphasis should be placed on medical education rather than on ability to manage a hospital.

The three men under consideration for the position were Dr. Franklin C. McLean who established the Department of Medicine in the University of Chicago Medical School. He is one of the foremost writers on medicine in the United States. He has had varied teaching and administrative experience. He is a director of the Rosenwald Fund and might be of assistance in securing funds for the Medical School "if we were to make public health the principal matter of research." Dr. McLean is engaged in war research and would not be available for the duration of the war.

President Brandt talked also to Dr. Emmet Bay, who has been Associate Dean of Rush Medical College, and Dr. Victor Johnson, Dean of Men in the Biological Sciences Division and Adviser to Medical Students in the University of Chicago. Dr. Bay is engaged in war research and would not be available at this time.

President Brandt reported that Dr. Johnson is interested. "He is a man of about forty-three years of age, tall, pleasant, a scholar with definite administrative ability; however, he has had no hospital management. In talking with President Hutchins, he pointed out the difficulty we might experience in finding a full time dean in view of the fact that many professors on the Chicago Medical School Faculty have an income of \$18,000 a year."

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President Brandt reported on a conference with Dean Patterson in which the Dean had asked for a decision as to whether he should continue to serve as Dean or whether the Board would accept his resignation which was submitted earlier. For personal reasons, it is important to Dean Patterson that this matter be determined at an early date.

Following a discussion, action on the matter was postponed until the next meeting of the Board.

The following resignations were reported in the School of Medicine, and on motion were accepted:

Irvin S. Danielson, Associate Professor of Biochemistry,
July 15, 1942.

Carl A. Bunde, Assistant Professor of Physiology, July 1, 1942.

Lois L. Wells, Assistant Anesthetist in the University and Crippled Children's Hospitals, September 1, 1942. Dr. Wells, however, is not resigning her position of Associate in Anesthesiology on the Faculty of the School of Medicine.

President Brandt requested approval of appointments on the regular staff of the School of Medicine, the positions having been filled during the summer as replacements for resignations:

Alton C. Kurtz, Assistant Professor of Biochemistry, at an annual salary of \$3,000.00 on a ten months' basis, effective September 1, 1942.

Ollie Boyd Houchin, Instructor in Pharmacology, at an annual salary of \$2,400.00 on a ten months' basis, effective September 1, 1942.

Minard F. Jacobs, Instructor in the Department of Clinical Clerkships at a salary of \$765.00 for nine months' service, effective September 1, 1942. Dr. Jacobs is also Instructor in Medicine on the clinical staff.

Evan L. Copeland, Instructor in Physiology, at an annual salary of \$1,600.00 for ten months' service, effective September 1, 1942. Mr. Copeland replaces Dr. A. A. Hellbaum who is on sabbatical leave of absence.

Harry Anthony Daniels, Assistant in Medicine on the clinical staff, effective September 1, 1942.

Kathleen DeGroot, Second Assistant Librarian, School of Medicine, at an annual salary of \$960.00, effective September 1, 1942.

The appointments were approved.

President Brandt submitted the following list of members of the clinical staff in the School of Medicine and the staff of the University and Crippled Children's Hospitals who have been called to military service and recommended that leaves of absence be granted:

Patrick Sarsfield Nagle, Lecturer in Surgery, active duty with the Army, to date from July 10, 1942.

John Powers Wolff, Lecturer in Surgery, military service, to date from July 3, 1942.

Bert Ernest Mulvey, Instructor in Medicine, to date from July 3, 1942.

George Henry Kimball, Lecturer in Surgery, to date from July 3, 1942.

Ward Loren Shaffer, Instructor in Dental Surgery, to date from July 3, 1942.

Robert Leonard Noell, Instructor in Orthopedic Surgery, to date from July 3, 1942.

Jess Duval Herrman, Lecturer in Surgery, to date from July 3, 1942.

Austin Holloway Bell, Lecturer in Surgery, to date from July 3, 1942.

John Frederick Kuhn, Jr., Associate in Gynecology, to date from July 3, 1942.

Everett Baker Neff, Assistant in Surgery, to date from July 3, 1942.

William Ward Rucks, Jr., Associate in Medicine, to date from July 3, 1942.

Allen Gilbert Gibbs, Assistant in Medicine, to date from July 3, 1942.

Harry C. Ford, Instructor in Otology, Rhinology, and Laryngology, to date from September 1, 1942.

Paul Jack Birge, Assistant in Surgery, to date from September 1, 1942.

James R. Huggins, Assistant in Medicine, to date from September 1, 1942.

Paul Brann Lingenfelter, Hospital Service, to date from July 3, 1942.

Floyd Smith Newman, Hospital Service, to date from July 3, 1942.
 Cecil Willard Lemon, Hospital Service, to date from July 3, 1942.
 Rudolph Joseph Reichert, Hospital Service, to date from July 3, 1942.
 Jim Mabury Taylor, Urological Service, to date from July 3, 1942.
 Chester Randall Seba, Hospital Service, to date from July 3, 1942.
 John Millard Robertson, Hospital Service, to date from July 3, 1942.
 Marion Allen Flesher, Orthodontist, to date from July 3, 1942.

Approved.

President Brandt reported that through an oversight two changes in the University and Crippled Children's Hospitals were not reported. As a matter of record, he submitted for approval the resignation of Miss Helen Carr, Director of the Social Service Department and Supervisor of Social Field Work, Instructor in Medical Social Work, effective November 30, 1941; and the promotion of Keturah Foulks, Medical Social Worker, to Director of the Social Service Department, salary increased from \$130.00 to \$160.00 a month, effective December 1, 1941.

Approved.

President Brandt submitted the following changes in personnel at the University and Crippled Children's Hospitals which have occurred during the last few months and recommended approval:

Resignations

Nixon McCarn, Laundryman, salary \$75.00, June 30, 1942.
 O. O. Martin, Plumber and Steam Fitter, salary \$180.00, June 21, 1942.
 Andrew Peterson, Bookkeeper, salary \$115.00, June 30, 1942 (to join U.S. Naval Air Corps).
 Delmont Shannon, Engineer, salary \$114.00, June 18, 1942.
 Alice Swenson, Head Nurse, salary \$90.00, June 30, 1942.
 Dorothy Dokmo, Head Nurse, salary \$90.00, May 31, 1942.
 Joan Carter, Head Nurse, salary \$70.00, June 30, 1942.
 Blanche E. Craven, Admitting Clerk, salary \$85.00, June 23, 1942.
 Olga B. Dittig, Educational Director of School of Nursing, salary \$150.00, June 30, 1942.
 Z. H. Giles, Painter, salary \$115.00, June 27, 1942.
 Medora Holt, Nurse, salary \$70.00, June 30, 1942.
 Evelyn Easley, Nurse, salary \$80.00, July 10, 1942.
 Kathleen McClure, Nurse, salary \$80.00, July 7, 1942.

Nina L. McLaughlin, Nurse, salary \$80.00, July 7, 1942.
 Armin Hinkelman, X-Ray Technician, salary \$100.00, July 13, 1942
 (to join U. S. Navy).
 Mary L. Beattie, Laboratory Technician, salary \$115.00, July 14, 1942.
 Edna L. Oakes, Head Nurse, salary \$85.00, May 15, 1942.
 Doris Mae Edwards, Stenographer in X-Ray Department, salary \$80.00,
 May 31, 1942.
 Marguerite H. Rone, Stenographer in Nursing Department, salary \$90.00,
 May 31, 1942.
 James K. Skahen, Resident in Anesthesia, salary \$50.00, May 31, 1942.
 Marvin B. Stone, Ambulance Driver, salary \$75.00, May 15, 1942.
 E. F. Root, Nightwatchman, salary \$80.00, June 2, 1942.
 Elaine deBorra, Instructor in School of Nursing, salary \$125.00,
 June 7, 1942.
 E. E. Wright, Nightwatchman, salary \$75.00, August 16, 1942.
 Mike Kosinski, Janitor, salary \$75.00, July 31, 1942.
 Joe Korhuniak, Janitor, salary \$75.00, August 6, 1942.
 Sidney Yount, Janitor, salary \$75.00, August 12, 1942.
 Leo Skropka, Window Washer, salary \$80.00, August 1, 1942.
 Alma Wetmore, Chief PRX Operator, salary \$80.00, August 16, 1942.
 J. Gordon Claypool, Senior Intern, salary \$35.00, August 8, 1942
 (to accept commission in U. S. Army).
 Madora Harris, Stenographer in Laboratory, salary \$100.00, August
 23, 1942.
 Dorothy Peggs, X-Ray Technician, salary \$100.00, August 17, 1942.
 Alta Roberts, Photographer, salary \$80.00, August 9, 1942.
 Wallace Slodek, Bracemaker, salary \$115.00, August 15, 1942.
 Fern Coleman, Nurse, salary \$80.00, August 2, 1942.
 Rosemary Hurlbut, Nurse, salary \$80.00, July 31, 1942 (to join
 U. S. Army).
 Jeanne Shryock, Nurse, salary \$80.00, July 31, 1942.
 Viola Worrall, Assistant Operating Room Supervisor, salary \$95.00,
 August 7, 1942.
 Lois Martin, Nurse, salary \$80.00, August 15, 1942.
 Mary Jo Enos, Head Nurse, salary \$90.00, August 16, 1942.
 Dorothy Barlow, Nurse, salary \$80.00, August 20, 1942 (to enter
 Army service).

Called for Military Service

Robert L. Jones, Head Bookkeeper, salary \$150.00, August 14, 1942.
 Richard M. Logue, Senior Intern, salary \$35.00, August 26, 1942.
 Ruth Eyler, Nurse, salary \$80.00, August 26, 1942.

Services Discontinued

Clara Hardcastle, Nurse, salary \$80.00, July 9, 1942.
 James W. Beattie, Senior Intern, salary \$25.00, May 25, 1942.

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Promotions

- Ina Marie Boyle, from Storeroom Clerk to Clerk in Business Office, salary increased from \$70.00 to \$85.00, July 1, 1942.
- Meriam Oxley, from General Staff Nurse to Head Nurse, salary increased from \$65.00 to \$90.00, July 1, 1942.
- Leo Skropka, from Janitor to Window Washer, salary increased from \$75.00 to \$80.00, July 1, 1942.
- Francile Clark, from General Staff Nurse to Head Nurse, salary increased from \$70.00 to \$85.00, June 1, 1942.
- R. V. Keppel, from Storeroom Clerk to Ambulance Driver, salary increased from \$65.00 to \$75.00, June 1, 1942.
- Mary Gibson, from Operator to Chief Operator, salary increased from \$70.00 to \$80.00, August 16, 1942.
- J. D. Everett, from Inventory Clerk to Head Bookkeeper, salary increased from \$105.00 to \$125.00, August 1, 1942.
- W. L. Palmer, from Storeroom Clerk to Inventory Clerk, salary increased from \$70.00 to \$90.00, August 1, 1942.
- Dora Alice Vinson, from General Staff Nurse to Assistant Operating Room Supervisor, salary increased from \$80.00 to \$95.00, August 8, 1942.

Transfers

- John E. Wilkowski, from Window Washer to Medical School, salary \$80.00, July 1, 1942.
- Virginia Smith, from Laboratory Assistant to Stenographer in Record Office, salary increased from \$80.00 to \$90.00, June 1, 1942.
- Paul Butler, from Elevator Operator to Janitor, salary increased from \$70.00 to \$75.00, August 1, 1942.
- Ora Clark, from Ward Maid to Elevator Operator, salary increased from \$40.00 to \$50.00, August 1, 1942.
- Henry Schwartz, from Janitor to Medical School, salary \$75.00, July 31, 1942.
- Josephine Tillman, from PEX Operator to Admitting Clerk, salary increased from \$70.00 to \$85.00, August 1, 1942.

Salary Adjustments

- Archie Smoot, Laundryman, salary increased from \$70.00 to \$80.00, July 1, 1942.
- J. C. Frazier, Plumber, salary increased from \$120.00 to \$135.00, July 1, 1942.
- Harvey Booze, Head Yardman, salary increased from \$85.00 to \$90.00, July 1, 1942.
- Robert L. Jones, Head Bookkeeper, salary increased from \$140.00 to \$150.00, July 1, 1942.
- Nova Atkins, Claim Clerk, salary increased from \$110.00 to \$120.00, July 1, 1942.

Salary Adjustments cont.

- Lavada Smith, Clerk, salary increased from \$75.00 to \$85.00, July 1, 1942.
- Thelma Cowell, Storeroom Clerk, salary increased from \$60.00 to \$70.00, July 1, 1942.
- James White, Head Painter, salary increased from \$130.00 to \$140.00, July 1, 1942.
- R. L. Ozment, Painter, salary increased from \$110.00 to \$115.00, July 1, 1942.
- John Flynn, Painter, salary increased from \$80.00 to \$100.00, July 1, 1942.
- J. D. Lowry, X-Ray Technician, salary increased from \$125.00 to \$140.00, July 1, 1942.
- Roy Hopper, Head Janitor, University Hospital, salary increased from \$90.00 to \$100.00, August 1, 1942.
- Walter Afinowicz, Head Janitor, Children's Hospital, salary increased from \$90.00 to \$100.00, August 1, 1942.
- F. P. Bertram, Orthodontist, part time, salary increased from \$50.00 to \$75.00, July 1, 1942.
- Claude Fuzzell, Purchase Order Clerk, salary increased from \$85.00 to \$90.00, August 1, 1942.

Appointments

- Clayton Tyler, Laundryman, salary \$70.00, July 1, 1942.
- W. B. Ezell, Plumber Helper, temporarily employed, salary \$120.00, June 29, 1942.
- D. B. Cummings, Engineer, salary \$120.00, July 1, 1942.
- Bethel Jackson, Janitor, salary \$75.00, July 1, 1942.
- Eva Dunning Deardorf, Head Nurse, Central Supply Room, salary \$125.00, July 1, 1942.
- Rosa N. Corrie, Head Nurse, salary \$90.00, July 1, 1942.
- James Alexander, Admitting Clerk, temporarily employed, salary \$65.00, June 23, 1942.
- Kathlyn Krammes, Educational Director, School of Nursing, salary \$150.00, July 1, 1942.
- S. W. Hardaker, Painter, salary \$80.00, July 1, 1942.
- Edna Kroesker, Nurse, salary \$80.00, July 1, 1942.
- Lula Barber, Nurse, salary \$80.00, July 24, 1942.
- Frances Biddy Reyburn, Nurse, salary \$80.00, July 20, 1942.
- Katherine Sylla, Nurse, salary \$80.00, July 7, 1942.
- Kathleen Neal, X-Ray Technician, salary \$100.00, July 14, 1942.
- Barbara Archer, Laboratory Technician, salary \$100.00, July 15, 1942.
(Salary to be increased to \$115.00 on November 1, 1942, if services are satisfactory.)
- Flora Belle Young, Nurse, salary \$70.00, June 1, 1942.
- Dallie Hendricks, Stenographer in X-Ray Department, salary \$80.00, June 1, 1942.
- Betty Jo Hager, Stenographer in Nursing Department, at the rate of \$90.00, from June 3 to June 9, 1942.

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Appointments cont.

Vera Moroney, Stenographer in Nursing Department, salary \$90.00, June 10, 1942.
Thelma Cowell, Storeroom Clerk, salary \$60.00, June 1, 1942.
R. E. Osborn, Nightwatchman, salary \$80.00, June 1, 1942.
Mary Pindur, Laboratory Assistant, salary \$80.00, June 8, 1942.
June Davis, Medical Social Worker, salary \$95.00, June 23, 1942.
J. R. Caldwell, Nightwatchman, salary at the rate of \$75.00, from August 11 to August 20, 1942.
Donald Hackworth, Janitor, at the rate of \$75.00, from August 4 to August 13, 1942.
Lois Wood, Janitor, salary \$75.00, August 11, 1942.
Callie Bellah, Janitor, salary \$75.00, August 18, 1942.
Nile Hudson, Window Washer, salary \$75.00, August 18, 1942.
Lilly Shuck, Janitor, salary \$75.00, August 6, 1942.
Faye McIntosh, PBX Operator, salary \$70.00, August 1, 1942.
Dixie Rushing, PBX Operator, salary \$70.00, August 26, 1942.
Mildred Julich, Stenographer in Laboratory, salary \$100.00, August 20, 1942.
Mary Jo Burns, Storeroom Clerk, salary \$65.00, August 1, 1942.
Orlene Christie, Photographer, salary at the rate of \$80.00, from August 10 to 18, 1942.
Lucille Thomas, Photographer, salary \$80.00, August 20, 1942.
Harold L. Dyer, Resident in Anesthesia, salary \$60.00, August 7, 1942.
Jack L. Valin, Resident in Anesthesia, salary \$60.00, August 24, 1942.
Byron E. Williams, Junior Intern, salary \$25.00, August 1, 1942.
Eva Raburn, Nurse, salary \$80.00, August 17, 1942.
Pat Fannin, Nurse, salary \$80.00, August 13, 1942.
Mary Schmelzenbach, Nurse, salary \$80.00, August 17, 1942.
Mary F. Elwell, Head Nurse, salary \$90.00, August 21, 1942.
Patsy Foutz, Nurse, salary \$80.00, August 25, 1942.
Della Cunningham, Head Nurse, salary \$90.00, August 3, 1942.

Approved.

President Brandt submitted recommendations of Dean Patterson for promotions on the clinical staff of the School of Medicine and the University and Crippled Children's Hospitals. It was voted to defer action on these until the question of the deanship has been finally determined.

President Brandt called attention to the recommendation of Dean Patterson that it would be impossible to maintain the University and Crippled Children's Hospitals on the funds provided by the Eighteenth Legislature, due to the increased cost of items such as "Food and Clothing," "Milk and Dairy," and "Maintenance," and submitted the following resolution:

RESOLUTION

WHEREAS, the appropriations for the University Hospital and the Crippled Children's Hospital made by the Eighteenth Legislature for "Food and Clothing", "Milk and Dairy", and "Maintenance" for the 1st 6-mo. period of the fiscal year beginning July 1, 1942, and ending Jan. 1, 1943, were far below the expenditures for the preceding fiscal year and:

WHEREAS, the prices for food and clothing, milk and dairy products and maintenance items have increased very materially since the appropriations were made, and under existing conditions will increase still further or become unavailable and;

WHEREAS, the Superintendent of these hospitals has presented estimates showing that these funds will not be sufficient to operate efficiently until Jan. 1, 1943, and;

WHEREAS, these State Hospitals are filled with patients and a waiting list exists of more than 2000 adult citizens needing treatment and hospital care, and;

WHEREAS, nurses, technicians and other skilled medical personnel are accepting positions with the United States Government at larger salaries, thereby creating a scarcity of such trained personnel who cannot be obtained unless better salaries may be tendered;

NOW THEREFORE BE IT RESOLVED, by the Board of Regents of the University of Oklahoma, in special meeting on this fifteenth day of September, 1942, that we request the Honorable Governor to issue deficiency certificates for the purposes, and in the amounts indicated below, namely:

University Hospital Food and Clothing	4,000.00
University Hospital Milk and Dairy	2,200.00
University Hospital Maintenance	3,600.00
Crippled Children's Hospital Food & Clothing	4,250.00
Crippled Children's Hospital Milk and Dairy	2,000.00
Crippled Children's Hospital Maintenance	<u>3,100.00</u>
TOTAL	\$19,150.00

Secretary, Board of Regents

President, Board of Regents.

The above resolution was unanimously adopted on motion by Regent Chambers.

There was a discussion concerning the time for the next meeting of the Board and after consulting the calendar, it was voted to hold the next meeting on Tuesday, October 6, 1942.

The meeting was adjourned at 2:00 a.m., Wednesday, September 16.

Emil R. Kraettli
Emil R. Kraettli, Secretary.