

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The February meeting of the Board of Regents of the University of Oklahoma was held on Thursday, February 25, 1943, in the Library of the School of Medicine, Oklahoma City, at 11:00 a.m.

The following members were present: Regent Wimberly, President, presiding; Regents McBride, Noble, Chambers, Hopper, Craig, and Deacon.

The minutes of the meeting on January 14, 1943, were approved, each member having been furnished a copy previously.

Regent Wimberly called attention to the action of the Board at the last meeting, which he did not attend, inquiring why Miss Margaret Stephenson, Counselor of Women, was not granted a leave of absence on the same basis as others who have entered military service. There was a discussion of the action and President Brandt reviewed his conference with Miss Stephenson prior to her leaving. He stated he would recommend that the Board reconsider the matter if that was the pleasure of the Board. There was no motion for reconsideration.

Regent Wimberly asked that the minutes show this statement: "If I had been present at the last meeting, I would have voted to grant Miss Stephenson a leave of absence for military service."

Regent Chambers, also absent at the previous meeting, concurred in the statement by Regent Wimberly.

President Brandt recommended that Shelley Tracy be asked to return to the University to continue exploration of possibilities on endowments. He stated Mr. Tracy would be available on the fifteenth of March and would remain at least two months. His salary when he was here last year was at the rate of \$666.66 a month out of which he paid all of his expenses, including travel.

Regent Chambers moved, seconded by Regent Deacon, that Mr. Tracy be asked to return on March 15 and continue his work on endowments for two or more months, but not to exceed four months, at the same salary.

On the vote on the motion, all members voted "Aye" except Regent McBride who requested that he be recorded as "Passing." The motion carried.

President Brandt reported with reference to the Housing Authority Bill, House Bill No. 274, which has been introduced in the Legislature. He stated the original bill was amended to provide that the Board of Regents

be the Board of Directors of the Housing Authority. He also discussed the work that had been done in connection with the locating of housing and messing facilities at the University in order to take care of Army or Navy personnel that might be assigned to the University. He stated that 500 Army trainees were scheduled to report on March 1 and that arrangements had been made to take over a number of the larger rooming houses and several of the fraternities, but that no contracts had been signed.

President Brandt recommended the creation of an Executive Housing Committee with authority to sign contracts and suggested that the Board authorize the President of the University and the President of the Board of Regents, or some one designated by the Board for that purpose, to sign the contracts.

The motion was made, seconded, and carried that the President of the University and Regent McBride be given authority to sign any contracts in connection with the College War Training Program.

President Brandt stated that a Board of Examiners of the Navy had been on the campus and that from all information at hand it seemed the Navy program would not begin before July 1. He stated that the Army program would be in twelve weeks' terms and the Navy program in sixteen weeks' terms and that the academic work would need to be conducted separately for each; also that civilians would not be permitted to attend any of these classes, emphasizing the complexity of the University schedule in view of the fact that the third semester is scheduled to begin May 10 and the summer session, primarily for teachers, on or about June 1.

President Brandt recommended for purposes of administration the following organization in connection with the College War Training Program:

"1. CONTROL

The Board of Regents of the University of Oklahoma to be the Board of Control of the Program.

2. DIRECTOR

The President and the Co-ordinator to direct the Program.

3. PURCHASE

The Superintendent of Utilities to be the purchasing agent and the one responsible for housing and feeding the trainees.

4. FINANCE

The Comptroller to be the financial agent for the Program. The accounts to be set up as self-liquidating units. The income and expenditures to be carried in the accounts in the Official Depository-State Treasury. Copies of orders and contracts to be filed with the Comptroller and all necessary records and reports to be made and kept by the Comptroller."

The President's recommendation was approved.

President Brandt recommended that the leave of absence for Royden Dangerfield, Professor of Government, be continued to September 1, 1943, and that his resignation as Dean of the Faculty be accepted effective March 4, 1943.

The leave of absence was approved and the resignation accepted.

President Brandt stated that Mr. Dangerfield returned to the University on February 17 to complete some budgetary studies begun while he was assisting the President and as Dean of the Faculty before leaving for Washington in December and that Mr. Dangerfield would remain until March 4. President Brandt recommended that Mr. Dangerfield be paid \$250.00 for the two weeks' period which is the amount he would have received had he remained in Washington; also that traveling expenses be allowed.

On motion by Regent Noble, seconded by Regent Deacon, the following resolution was adopted:

"WHEREAS President Brandt requested Royden Dangerfield to return to the University on February 17 to complete budgetary studies and other matters begun while he was assisting the President and as Dean of the Faculty before leaving for Washington, D.C., in December; and

"WHEREAS he will not receive any compensation from the Government during his two weeks' absence from his position in Washington, D.C.;

"NOW THEREFORE BE IT RESOLVED that the Board of Regents approve the President's recommendation to allow Mr. Dangerfield two weeks' salary in the amount of \$250.00, plus traveling expenses to and from Washington, D.C."

President Brandt recommended that John Begg Cheadle, Professor of Law and Acting Dean of the Faculty during the absence of Mr. Dangerfield, be named Dean of the Faculty for one year and that this appointment become effective on March 4, 1943; also that he be paid his regular salary to the end of the school year and that this regular salary be continued through the summer months.

On motion by Regent Noble, seconded by Regent Deacon, the recommendation was approved.

President Brandt reported that the Student Loan Committee had recommended Frank Elkouri, a senior in the University, for a loan of \$100.00 from the J. Roy Williams Loan Fund and recommended approval by the Board of Regents.

The recommendation was approved.

President Brandt reported that there were two vacancies on the Board of Control of the Will Rogers Memorial Fund, one due to the resignation of N. G. Henthorne of Tulsa and the second due to the death of John H. Carlock of Ardmore. He recommended that the Board fill these vacancies.

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Regent McBride suggested the name of Dr. Victor Clifford Tisdal of Elk City, a former student in the University; and Regent Hopper suggested Mr. J. T. Griffin of Muskogee, a member of the Executive Committee of the Dads' Association. These men were on motion, duly seconded and carried, elected as members of the Board of control of the Will Rogers Memorial Fund. Mr. Griffin was designated to serve until June 5, 1947 and Dr. Tisdal to June 5, 1948.

President Brandt called attention to the report on the Infirmary that had been sent to each member of the Board; also to the previous action of the Board concerning the amount of the Infirmary fee. He stated that Professor Merrill of the Law Faculty had gone into the question and that it was his opinion the Board of Regents would have authority to adjust the fee, but suggested the matter be referred to the Attorney General for an opinion.

The motion was made, seconded, and carried that the President take the matter up with the Attorney General.

President Brandt submitted a financial statement showing the condition of University funds as of February 15, 1943, indicating that at the present time there is an unapportioned reserve of \$33,141.59.

There was a discussion concerning the news broadcasts of WNAD, Regents Wimberly and McBride having been appointed at the last meeting of the Board to make a recommendation on the matter. Regent McBride stated that he favored a contract with the United Press and recommended that a contract be entered into on a trial basis for a minimum of six months. All members of the Board voted in favor of such a contract except Regent Wimberly who requested that he be recorded as "Passing" on the motion.

President Brandt presented the following resolution concerning a transfer of funds for the Oklahoma Geological Survey:

"WHEREAS the State Regents for Higher Education has allocated \$5,000.00 to what is known as Account No. 17r4 - Ground Water Investigations in cooperation with the U. S. Geological Survey for the fiscal year ending June 30, 1943; and

"WHEREAS the above allocation is in excess of the amount needed for this project and there will be a balance of more than \$500.00 in the said Account No. 17r4; and

"WHEREAS the U. S. Geological Survey is cooperating on a coal investigation project on funds set up in Account No. 17r5 and the scope of the original project has been broadened;

"NOW THEREFORE BE IT RESOLVED by the Board of Regents of the University of Oklahoma in regular meeting on this twenty-fifth day of February, 1943, that we request the State Regents for Higher Education to transfer \$500.00 from Account No. 17r4 to Account No. 17r5 for the last half of the fiscal year ending June 30, 1943.

Emil R. Kraettli (signed)
Secretary, Board of Regents

Harrington Wimberly (signed)
President, Board of Regents"

The resolution was unanimously adopted.

The following resolution was presented by President Brandt and unanimously adopted:

"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 Products', and 'Maintenance' for the second six-months period of the fiscal year beginning July 1, 1942, and ending June 30, 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 June 30, 1943; and

"WHEREAS these State Hospitals are filled with patients and a waiting list exists of more than 2,000 adult citizens needing treatment and hospital care;

"NOW THEREFORE BE IT RESOLVED by the Board of Regents of the University of Oklahoma, in regular meeting on this twenty-fifth day of February, 1943, 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 and 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

Emil R. Kraettli (signed)
Secretary, Board of Regents

Harrington Wimberly (signed)
President, Board of Regents"

President Brandt submitted a lease between the Regents of the University of Oklahoma and the United States of America for the United States Navy of the Max Westheimer Flying Field and recommended that the President of the Board of Regents be authorized to sign the lease on behalf of the Board.

A copy of the lease follows:

"Appropriation: 17x1204, Naval Appropriation Act, 1943, Public Works, Navy.

LEASE BETWEEN THE REGENTS OF THE UNIVERSITY OF OKLAHOMA, FOR ITSELF AND FOR THE UNIVERSITY OF OKLAHOMA AND THE UNITED STATES OF AMERICA

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1. THIS LEASE, made and entered into this twenty-fifth day of February in the year one thousand nine hundred and forty-three by and between THE REGENTS OF THE UNIVERSITY OF OKLAHOMA, A BODY CORPORATE, FOR ITSELF AND FOR THE UNIVERSITY OF OKLAHOMA whose address is Norman, Oklahoma, for their successors, and assigns, hereinafter called the Lessor, and THE UNITED STATES OF AMERICA, hereinafter called the Government:

WITNESSETH: The parties hereto for the considerations hereinafter mentioned covenant and agree as follows:

2. The Lessor hereby leases to the Government the following described premises, viz:

269.83 acres of land and all buildings and improvements thereon comprising what is known as 'Max Westheimer Flying Field,' shown on Enclosure 'A', attached hereto, and more particularly described as follows: (Enclosure 'A' is photostatic map)

The North 1320 feet of the Southwest Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian; and a tract of land described as: Beginning at the Northwest Corner of the Northeast Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian, said corner being marked by an iron pipe, thence East along the Section Line for a distance of 1325 feet; thence South for a distance of 860.2 feet; thence West for a distance of 820 feet; thence in a Southwesterly direction to a point in the West line of the Northeast Quarter of said Section Twenty-four, 1500 feet south of the Northwest corner of the Northeast Quarter of said Section; thence North to point of beginning; also the Northwest Quarter (NW $\frac{1}{4}$) of Section Twenty-four (24), Township Nine (9) North, Range Three (3) West of the Indian Base and Meridian, containing one hundred and sixty acres, more or less, according to the Government survey thereof,

to be used exclusively for the following purposes:

For use in connection with Naval Reserve Aviation Base, Norman, Oklahoma.

3. TO HAVE AND TO HOLD the said premises with their appurtenances for the term beginning February 25, 1943 and ending with June 30, 1943.

4. The Government shall not assign this lease in any event, and shall not sublet the demised premises except to a desirable tenant, and for a similar purpose, and will not permit the use of said premises by anyone other than the Government, such sublessee, and the agents and servants of the Government, or of such sublessee.

5. This lease may, at the option of the Government, be renewed from year to year at a rental of ONE DOLLAR (\$1.00) PER ANNUM and otherwise upon the terms and conditions herein specified, provided notice be given in writing to the Lessor at least sixty (60) days before this lease or any renewal thereof would otherwise expire: Provided that no renewal thereof shall extend the period of occupancy of the premises beyond the five years after the termination of the existing states of war.

6. The Lessor shall furnish to the Government, during the occupancy of said premises, under the terms of this lease, as part of the rental consideration, the following:

(Blank)

7. The Government shall pay the Lessor for the premises rent at the following rate: ONE DOLLAR (\$1.00) PER ANNUM. Payment shall be made at the end of each fiscal year.

8. The Government shall have the right, during the existence of this lease, to make alternations, attach fixtures, and erect additions, structures, or signs, in or upon the premises hereby leased (provided such alterations, additions, structures, or signs shall not be detrimental to or inconsistent with the rights granted to other tenants on the property or in the building in which said premises are located); which fixtures, additions, or structures so placed in or upon or attached to the said premises shall be and remain the property of the Government and may be removed therefrom by the Government prior to the termination of this lease, and the Government, if required by the Lessor, shall, before the expiration of this lease or renewal thereof, restore the premises to the same condition as that existing at the time of entering upon the same under this lease, reasonable and ordinary wear and tear and damages by the elements or by circumstances over which the Government has no control, excepted: Provided, however, that if the Lessor requires such restoration, the Lessor shall give written notice thereof to the Government fifty (50) days before the termination of the lease.

9. The Lessor shall, unless herein specified to the contrary, maintain the said premises in good repair and tenantable condition during the continuance of this lease, except in case of damage arising from the act or the negligence of the Government's agents or employees. For the purpose of so maintaining the premises, the Lessor reserves the right at reasonable times to enter and inspect the premises and to make any necessary repairs thereto.

10. If the said premises be destroyed by fire or other casualty this lease shall immediately terminate. In case of partial destruction or damage, so as to render the premises untenable, either party may terminate the lease by giving written notice to the other within fifteen days thereafter, and if so terminated no rent shall accrue to the Lessor after such partial destruction or damage.

11. No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this lease or to any benefit to arise therefrom. Nothing, however, herein contained shall be construed to extend to any incorporated company, if the lease be for the general benefit of such corporation or company.

12. It is further agreed that upon termination of this lease the Government shall, without notice, restore the roadway shown on Enclosure (B), attached hereto and made a part hereof, and described as follows: (Enclosure (B) is a photostatic map)

Starting at the Southwest corner of Section Twenty-four (24), Township Nine (9) North, Range Three (3) West, Cleveland County, Oklahoma, and running North on the section line between Sections Twenty-three (23) and Twenty-four (24) Township Nine (9) North, Range Three (3) West for a distance of three-fourths (3/4ths) of one mile (3960 feet).

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

In presence of:

/s/ Joseph A. Brandt

/s/ Emil R. Kraettli
(Address)

The Regents of the University of Oklahoma, for itself and for the University of Oklahoma.

/s/ Harrington Wimberly, President
Lessor.

UNITED STATES OF AMERICA,

By _____
By direction of Chief of Bureau of Yards and Docks, acting under direction of Secretary of Navy.

(If Lessor is a corporation, the following certificate shall be executed by the secretary or assistant secretary.)

I, Emil R. Kraettli, certify that I am the Secretary of the corporation named as Lessor in the attached lease; that Harrington Wimberly, who signed said lease on behalf of the Lessor, was then President of the Board of Regents of said corporation; that said lease was duly signed for and in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

(SEAL)

Payment to be made by Disbursing Officer, NRAB, Norman, Oklahoma.

/s/ Emil R. Kraettli
(Corporate Seal)"

The following resolution authorizing the President of the Board of Regents to sign the lease was unanimously adopted:

"Resolved that the President of the Board of Regents be authorized to sign on behalf of the Board of Regents of the University of Oklahoma the lease between The Regents of the University of Oklahoma, for itself and for the University of Oklahoma, and The United States of America of the Max Westheimer Flying Field in accordance with the terms and under the conditions specified in the lease attached hereto."

There was a discussion concerning the naming of the Max Westheimer Flying Field, following which Regent Noble moved that the following resolution be adopted:

"WHEREAS the Max Westheimer Flying Field of the University of Oklahoma was made possible as a result of the generosity of the heirs of the late Max Westheimer of Ardmore, Oklahoma, through funds provided by them for the development of the field; and

"WHEREAS said airport has been leased to the United States Navy on a terminative agreement for flight training, and has at the present time been designated as the United States Naval Air Station at Norman, Oklahoma;

"NOW THEREFORE BE IT RESOLVED that this Board respectfully requests the members of the Board of Regents in charge of the University of Oklahoma at the expiration of the lease to the United States Navy to again designate and officially *name the flying field the 'Max Westheimer Flying Field* of the University of Oklahoma' unless the United States Navy has so done prior to the termination of its lease."

The resolution was unanimously adopted.

The following items were presented by President Brandt and the action in each case was as indicated.

President Brandt reported that the part time teaching arrangement in the Norman Public Schools by Ernest J. Schultz, Professor of Music Education, authorized at a previous meeting, did not materialize and that Mr. Schultz has been giving full time to his University teaching.

President Brandt reported the following resignations:

Ray A. Heady, Assistant Professor of Journalism, effective at the end of the current semester, June 1, 1943.

Vinnie Mae Jolly, Laboratory Technologist in the University Infirmary, February 8, 1943.

Dorothy Hughes, Receptionist in the President's Office, January 18, 1943.

Stella McElmurry, Secretary in Correspondence Study Department, Extension Division, January 16, 1943.

Harry Rayl, Typist, Oklahoma Geological Survey, January 15, 1943.

L. A. Russell, Janitor, Department of University Utilities, February 1, 1943.

Alvin Willmetts, Second-Year Apprentice Painter, February 4, 1943.

The resignations were accepted.

President Brandt recommended leaves of absence for the following:

Jack Baer, Baseball Coach and Assistant in Physical Education, from February 8, 1943, for military service.

James Orville Tuttle, Line Coach and Assistant Professor of Physical Education, from February 8, 1943, for military service. Mr. Tuttle was granted a leave of absence on January 1, 1943, but did not enter service until February 8, 1943.

William J. Mellor, Assistant to Counselor of Men and Director of the Remedial Program, from February 5, 1943, for military service.

Samuel P. Chew, Assistant Professor of English, from February 1, 1943. Mr. Chew has received an appointment in the War Department.

Raymond D. Crews, Assistant Auditor, from February 3, 1943, for military service. Since Mr. Crews did not take his vacation in the summer, it was recommended that he be paid to February 16, 1943. This recommendation was approved.

Barre Hill, Professor of Music, from March 1, 1943, for military service.

The leaves of absence were approved.

President Brandt recommended approval of the following appointments to the position, at the salary, and effective on the date indicated in each case:

Charles Ben Minner, Assistant Professor of Philosophy, at a salary of \$50.00 a month for part time service, to date from February 1 to May 15, 1943. An exception was made to the policy of not employing two members of the same family. Mrs. Minner is employed as Secretary in the University Press. Mr. Minner is substituting for Professor Howard O. Eaton who is on leave of absence.

Howard F. Van Zandt, Special Instructor in Japanese, on a fee basis, to date from February 9, 1943.

Maud M. Kitchens, Assistant in Remedial Mathematics, salary at the rate of \$150.00 a month, to date from January 15 to May 15, 1943.

Jerry Moss, Stenographer in the Correspondence Study Department, Extension Division, at a salary of \$50.00 a month for part time service, to date from January 15, 1943.

Luceta E. Huffines, Stenographer in the Correspondence Study Department, Extension Division, at a salary of \$40.00 a month for part time service, to date from January 15, 1943.

Ione Elliott Hall, Secretary in the School of Journalism, at a salary of \$80.00 a month, to date from January 22 to May 7, 1943.

Claude Summers, Special Officer, Department of University Utilities, at a salary of \$150.00 a month, January 1, 1943.

Clarence Lyda, Janitor, Department of University Utilities, at a salary of \$100.00 a month, February 1, 1943.

Harold Smith, Janitor, Department of University Utilities, at a salary of \$95.00 a month, February 1, 1943.

W. J. Sharp, Janitor, University Infirmary, at a salary of \$90.00 a month, January 19, 1943.

Wynfred Estes, Journeyman Painter, Department of University Utilities, salary at the rate of \$175.00 a month, effective January 1, 1943.

Alvin Willmetts, Second-Year Apprentice Painter, Department of University Utilities, salary at the rate of \$150.00 a month, effective January 1, 1943.

Della Hines, Housekeeper, University Infirmary, at a salary of \$70.00 a month, January 19, 1943.

Gladys Ellen Miller, Telephone Operator, Department of University Utilities, at a salary of \$80.00 a month, to date from January 1, 1943.

Marcus Anderson, Typewriter Maintenance Man, at a salary of \$100.00 a month, to date from February 3, 1943.

Fannie Pierson, Cook and Maid in the Nursery School, at a salary of \$62.85 a month, to date from January 15 to May 1, 1943.

Toland Dwight Mitchell, Jr., Receptionist in the President's Office, at a salary of \$75.00 a month, to date from January 18, 1943.

Maxine White, Secretary to the Dean of the College of Business Administration, for two weeks at a total of \$65.00, to date from February 22 to March 8, 1943. Mrs. White replaced Inez Woodward while she was on her annual vacation.

The appointments were approved.

The following adjustments in salaries were recommended for approval by President Brandt:

Martha Lucile Searcy, Instructor in English, placed on a half time basis for the second semester of 1942-43 at one-half salary for the months of February, March, April, and May. Miss Searcy was advised by her physician to reduce her teaching load.

Leroi Beck, Jr., Graduate Assistant in Physics, salary increased from \$75.00 to \$100.00 a month, effective February 15, 1943.

Willard Gaeddert, Instructor in Physics, salary increased from \$88.88 a month for part time service to \$133.32 a month for three-fourths time service, effective February 15, 1943.

Ruth Walton, Stenographer in the Correspondence Study Department, Extension Division, salary increased from \$100.00 to \$125.00 a month, effective March 1, 1943.

Lendon Hunt, Chief Engineer in the Power Plant, salary increased from \$235.00 to \$250.00 a month, effective March 1, 1943.

L. R. Benning, Foreman of Plumbing and Heating, salary increased from \$235.00 to \$250.00 a month, effective, March 1, 1943.

Jay Kelso, Chief Electrician, salary increased from \$225.00 to \$240.00 a month, effective March 1, 1943.

Jake Kaplan, Painting Foreman, Department of University Utilities, salary increased from \$220.00 to \$225.00 a month, effective March 1, 1943.

Carl Blackert, Electrician, Department of University Utilities, salary increased from \$175.00 to \$190.00 a month, effective March 1, 1943.

Carl Wagner, Plumber, Department of University Utilities, salary increased from \$150.00 to \$165.00 a month, effective March 1, 1943.

Otis Johnson, Janitor, Department of University Utilities, salary increased from \$115.00 to \$120.00 a month, effective February 1, 1943.

James H. Collins, Janitor, Department of University Utilities, salary increased from \$100.00 to \$115.00 a month, effective February 1, 1943.

Melvin J. Ives, Janitor, Franklin House, salary increased from \$85.00 to \$100.00 a month, effective January 1, 1943.

Reba Joe Ives, Housekeeper, Franklin House, salary increased from \$60.00 to \$75.00 a month, effective January 1, 1943.

President Brandt called attention to the employment of Mr. and Mrs. Ives in Franklin House. He stated this arrangement to employ a man as Janitor and his wife as Housekeeper is more satisfactory and recommended that an exception be made to the policy of not employing two members of the same family. It was voted to approve the recommendation under the circumstances.

The adjustments in salaries were approved as recommended.

President Brandt recommended that William Foote Whyte, Assistant Professor of Sociology, be named Acting Chairman of the Department of Anthropology, effective February 15, 1943.

The recommendation was approved.

President Brandt recommended that Mrs. Sarah Clements be employed to classify the anthropological museum material on the campus and to have it placed in wooden boxes for safekeeping. He also recommended that her salary be fixed at the rate of \$250.00 a month, the appointment to date from February 15 to June 1, 1943.

The recommendations were approved, but Regent Noble requested that he be recorded as "Passing" on the motion.

President Brandt recommended that Frank F. Dexter be granted a Regents Scholarship in Professional Writing (English 167) which carries no stipend. It does, however, provide for waiving of the \$25.00 fee.

The recommendation was approved.

President Brandt recommended that the University of Oklahoma provide one scholarship for a student to be selected by the International Relations Department of the Oklahoma State Federation of Women's Clubs. President Brandt reported that the Executive Committee has set aside \$200.00 to help support the student selected and that the Institute of International Education will also cooperate. So far as the University is concerned, it would involve the waiving of the nonresident fee and departmental fees. It is understood that the University is to determine the academic eligibility of the student selected.

The recommendation was approved.

President Brandt submitted recommendations for changes in the School of Medicine and University Hospitals as follows:

School of Medicine

President Brandt reported that the Peppers Gasoline Company has remitted \$67.70 for right-of-way rental of Tract 1, Medical School Grounds, Block 9, State Capitol Addition, from December 23, 1942 to December 23, 1943. This amount was deposited in the Revolving Fund.

Resignations

Alfred Joseph Ackermann, Associate in Radiology, December 10, 1942.
 Clare Banker, Maintenance Man, December 9, 1942.
 Lorene Pounds, Technician, December 31, 1942.
 H. B. Crews, Janitor, December 31, 1942.
 E. L. Stone, Head Janitor, December 31, 1942.
 Mary Ben Richardson, Technician, January 13, 1943.
 E. L. Floyd, Technician, January 31, 1943.

Accepted.

Promotion

President Brandt recommended that Dr. Willis Kelly West, Associate Professor of Orthopaedic Surgery, be promoted to the rank of Professor of Orthopaedic Surgery and that this promotion become effective August 1, 1942.

On motion by Regent Chambers, Dr. West's promotion was approved.

In the discussion following this recommendation, there was a question concerning the appointment of chairmen of the clinical departments.

It was voted, on motion by Regent Noble, that President Brandt and Dr. Chambers make a study of the administrative setup in the various medical schools of the country and report to the Board of Regents at a future date.

Change in Title

Robert Mayburn Howard, Professor of Surgery, has reached the retirement age and President Brandt recommended that he be made Professor Emeritus of Surgery effective June 1, 1943.

The recommendation was approved, and President Brandt was directed by the Board to express to Dr. Howard its appreciation for his many years of faithful service as a member of the Faculty of the School of Medicine and on the staff of the University and Crippled Children's Hospitals.

Leave of Absence

Joseph Benjamin Goldsmith, Associate Professor of Histology and Embryology, to date from January 16, 1943, for military service.

Approved.

Salary Increases

Mary Ellen Kilfoy, Stenographer, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

A. L. Wilson, Property Clerk, salary increased from \$110.00 to \$125.00 a month, January 1, 1943.

Lelamay Morehead, Assistant Property Clerk, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

Wanda Patterson, promoted from Messenger to Technician in Department of Histology and salary increased from \$60.00 to \$75.00 a month, January 26, 1943.

Approved.

Appointments

Ruth Alden McKinney, Instructor in Clinical Pathology, salary at the rate of \$2,800.00 a year for twelve months' service, effective March 1, 1943.

Charles W. Phipps, Maintenance Man, salary at the rate of \$120.00 a month, December 10, 1942.

Lahoma Wallace Thomas, Technician, salary at the rate of \$90.00 a month, January 1, 1943.

Appointments cont.

D. E. Johnson, Janitor, salary at the rate of \$75.00 a month,
January 2, 1943.

Colson Brewer, Head Janitor, salary at the rate of \$100.00 a month,
January 1, 1943.

Frank Hladky, Research Fellow, salary at the rate of \$100.00 a month,
January 11, 1943.

Josephine Briceno, Technician, salary at the rate of \$75.00 a month,
January 12, 1943.

Approved.

University and Crippled Children's Hospitals

President Brandt submitted a recommendation for adjustments in salaries for employees in the nursing, dietary, and housekeeping departments of the University and Crippled Children's Hospitals. These adjustments were carefully worked out by Assistant Dean Shoemaker; Dr. George N. Barry, Medical Director; and H. R. Dickey, Chief Clerk. The recommendation for adjustments is as follows:

	<u>Increase</u>
<u>"Nursing Department, University Hospital</u>	
7 Head Nurses increased from \$90.00 to \$95.00	\$ 35.00
13 General Duty Nurses increased from \$80.00 to \$85.00	65.00
3 Orderlies increased from \$60.00 to \$65.00	15.00
5 Orderlies increased from \$50.00 to \$55.00	25.00
2 Ward Aides increased from \$50.00 to \$55.00	10.00
6 Ward Aides increased from \$45.00 to \$50.00	30.00
<u>"Nursing Department, Children's Hospital</u>	
8 Head Nurses increased from \$90.00 to \$95.00	40.00
11 General Duty Nurses increased from \$80.00 to \$85.00	55.00
2 Orderlies increased from \$60.00 to \$65.00	10.00
4 Orderlies increased from \$50.00 to \$55.00	20.00
1 Ward Aide increased from \$50.00 to \$55.00	5.00
8 Ward Aides increased from \$45.00 to \$50.00	40.00
<u>"Housekeeping Department, University Hospital</u>	
1 Housekeeper increased from \$110.00 to \$120.00	10.00
1 Head Janitor increased from \$100.00 to \$110.00	10.00
5 Janitors increased from \$75.00 to \$80.00	25.00
1 Elevator Operator increased from \$50.00 to \$55.00	5.00
14 Maids increased from \$45.00 to \$50.00	70.00
<u>"Housekeeping Department, Children's Hospital</u>	
1 Head Janitor increased from \$100.00 to \$110.00	10.00
3 Janitors increased from \$75.00 to \$80.00	15.00
9 Maids increased from \$45.00 to \$50.00	45.00

	<u>Increase</u>
"Dietary Department, University Hospital	
1 Chief Dietitian increased from \$160.00 to \$170.00	\$ 10.00
1 Teaching Dietitian increased from \$120.00 to \$125.00	5.00
1 Therapeutic Dietitian increased from \$105.00 to \$115.00	10.00
1 Ass't. Dietitian increased from \$90.00 to \$100.00	10.00
1 Head Cook increased from \$110.00 to \$115.00	5.00
31 Miscellaneous Dietary Employees given \$5.00 increase per month. (The salaries in this bracket range from \$40.00 to \$65.00.)	155.00

"Dietary Department, Children's Hospital	
1 Ass't. Dietitian increased from \$105.00 to \$120.00	15.00
1 Ass't. Dietitian increased from \$90.00 to \$100.00	10.00
1 Head Cook increased from \$80.00 to \$85.00	5.00
19 Miscellaneous Dietary Employees given \$5.00 increase per month. (The salaries in this bracket range from \$40.00 to \$65.00.)	95.00

"This will involve an increase in our present budget of \$860.00 per month, or a total of \$3,440.00 for the months of March, April, May, and June of the present fiscal year.

"Due to the large number of vacancies we have had in these three departments, some of which we have been unable to fill at the present time, I believe that these small increases will help retain some of these employees that are left and perhaps enable us to acquire the services of employees for these vacancies.

"This amount can easily be expended from our revolving fund, provided our deficiencies are issued for food, milk and dairy products and maintenance.

"The amounts of these increases are necessarily small but should have a tendency to help these employees until July 1, when further adjustments should be made if funds are available."

The recommendation was approved.

Resignations

- Dorlye Thompson, General Staff Nurse, January 15, 1943.
- Helen Hussey, General Staff Nurse, January 19, 1943.
- Marion Powell, General Staff Nurse, January 20, 1943.
- Eleanor Gayle Robertson, General Staff Nurse, January 28, 1943.
- Bonnie Trinque, Head Nurse, January 31, 1943.
- Dorothy Peggs, X-Ray Technician, December 5, 1942.
- Kathleen Neal, X-Ray Technician, January 31, 1943.
- Gertrude Trimble, Record Office Clerk, January 14, 1943.
- R. L. Ozment, Painter, January 31, 1943.
- John E. Wilkowski, Wall Washer, January 31, 1943.
- Frank James, Ambulance Driver, December 19, 1942.
- John Stennett, Janitor, January 22, 1943.
- Bethel Jackson, Janitor, January 27, 1943.

Resignations cont.

William E. Liles, Janitor, January 31, 1943.
 Colson Brewer, Janitor, transferred to Medical School on
 December 31, 1942.

Accepted.

Salary Increases and Promotions

J. R. Fuzzell, promoted from Messenger to Ambulance Driver and
 salary increased from \$65.00 to \$75.00 a month, January 1, 1943.
 Bernita Stacey, Laboratory Assistant, salary increased from \$75.00
 to \$85.00 a month, January 1, 1943.
 Urba Nigh, promoted from Relief Clerk to Record Office Clerk, salary
 increased from \$75.00 to \$85.00 a month, January 16, 1943.
 Leon Foster, Assistant Laundryman, salary increased from \$90.00 to
 \$100.00 a month, January 1, 1943.
 Virginia Montgomery, Cystoscopic Technician, salary increased from
 \$90.00 to \$100.00 a month, January 1, 1943.
 Jane Dandridge, Laboratory Technician, salary increased from \$100.00
 to \$110.00 a month, February 1, 1943.
 S. W. Hardaker, Painter, salary increased from \$90.00 to \$100.00 a
 month, February 1, 1943.
 John Flynn, Head Painter, salary increased from \$120.00 to \$125.00
 a month, February 1, 1943.

Approved.

Appointments

E. M. Murphy, Janitor, salary at the rate of \$75.00 a month,
 January 25, 1943.
 George W. Owens, Janitor, salary at the rate of \$75.00 a month,
 February 4, 1943.
 Ruth Davis, Record Clerk, salary at the rate of \$90.00 a month,
 January 19, 1943.
 Thelma Jo Kirby, Record Office Clerk, salary at the rate of
 \$75.00 a month, January 26, 1943.

Approved.

School of Nursing

President Brandt reported the resignation of Miss Clare M. J.
 Wangen, Director of the School of Nursing and Nursing Service effective
 April 1, 1943.

Resignation Accepted.

President Brandt submitted for approval the appointment of
 Mary Kate Schmelzenbach as Assistant in Nursing at a salary of \$110.00
 a month, effective March 1, 1943.

The appointment was approved.

President Brandt reported that Dean Lowry and Assistant Dean Shoemaker had conferred with Creekmore Wallace, State Representative from Oklahoma County, concerning the purchase of the property located directly across the street west of the Medical School Building, the building to be used temporarily as nurses' quarters and until a new nurses' home becomes available. He stated that Mr. Kraft had made an inspection of the building and that the price of \$40,000.00, verbally made by the owner, Miss Nona Teague, was reasonable, she having stated that a total of \$51,000.00 had been invested in the structure. Mr. Brandt stated that Mr. Wallace would introduce a bill in the Legislature requesting the purchase of the building.

There was a discussion on the matter and it was the sense of the Board that the building, if acquired, would serve a useful purpose.

There was further discussion on the presentation of the University Budget before the joint House and Senate Appropriation Committees which was called for 7:00 p.m. on this date in the Criminal Court of Appeals Room at the State Capitol.

The Board adjourned at 6:00 p.m. to have dinner at the University Hospital.



Emil R. Kraettli, Secretary.