

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The June meeting of the Board of Regents of the University of Oklahoma was held on Wednesday, June 9, 1943, in the Office of the President of the University at 9:10 a.m.

The following members were present: Regent McBride, President, presiding; Regents Craig, Emery, Hopper, Deacon, Noble, and Chambers. (Regent Deacon arrived at 9:17; Regent Noble arrived at 11:45; Regent Chambers arrived at 12:45).

The minutes of the meeting held on May 12, 1943 were approved, each member having been furnished a copy previously.

President Brandt asked that Dean Cheadle be called for a discussion on the proposed By-Laws of the Housing Authority, following which President Brandt recommended that the By-Laws "with such recommendations as the Board may want to make" be adopted.

Regent Emery moved that the By-Laws be adopted. There was further discussion and by mutual consent, final action was postponed, and the Chair was authorized to appoint a committee to consider the By-Laws further and report later.

The Chair appointed Regents Hopper and Emery of the Board and Dean Cheadle.

President Brandt brought up the question of completing the organization of the University of Oklahoma Foundation, but the matter was passed over until the next meeting.

President Brandt reported on the Army Trainees now in Norman, stating that they were being classified and that the academic training program will begin on Monday, June 14. He reported also that the civilian enrolment in the 16-weeks session and the 8-weeks summer session, exclusive of Medical students and training school for nurses, is 1932.

President Brandt reported that a committee consisting of Deans Hervey and Adams and Mr. Kraft had had a conference with Mr. R. T. Stuart of the Mid-Continent Life Insurance Company concerning the purchase or lease of Franklin House. The committee reported that Mr. Stuart is not interested in renewing the lease at the expiration of the University's lease on August 31 and that he expected to sell the building at a price of \$175,000.00. President Brandt stated that there are approximately 60 freshmen in the house at this time and that it will be necessary to find suitable housing for these men on July 1 when the Navy Training Program begins and Navy Trainees move into Franklin House.

President Brandt recommended that the President of the University be authorized to rent suitable quarters for the boys now residents in Franklin House, and that the freshmen-house plan with a director in charge be continued. Regent Emery moved that the recommendation be approved.

Following a discussion of this matter, it was voted to authorize the President to make arrangements for a house on a one-year basis, with an option for renewal for a second year, and that the rental price be not to exceed \$300.00 for a furnished house, per month.

President Brandt reported that Aida Golcher has presented to the University a regulation Costa Rican Flag and recommended that the Secretary of the Board be authorized to accept the flag on behalf of the Board, and that the Secretary express appreciation to Miss Golcher for this gift.

Approved.

President Brandt reported on the incident which occurred on the night of June 2, 1943, during which a student by the name of Jack Dunn was shot by a Norman policeman. The injuries apparently are minor and the boy no doubt will return to his classes within the next few days. A complete report from the Counselor of Men was filed with the Secretary of the Board.

President Brandt read a communication from Dean Hervey of the Law School with reference to the desirability of offering part-time instruction in Law in Oklahoma City, beginning with September, 1943, and a plan whereby the University would take over the equipment and library now owned by the Central Law School and the Oklahoma City Law School, both of which are now operating night classes in Oklahoma City.

A copy of the communication from Dean Hervey was furnished each member of the Board and following a discussion, it was the sense of the Board that action on the matter be postponed temporarily.

President Brandt stated that Mr. George Winkler and Guy Reed, Architects in charge of plans for the 900 dormitory units to be constructed with Federal funds, were waiting in the outer office and that he would like to have the Board look over the perspective and floor plans. These gentlemen were invited, as were also Professor Henry L. Kamphoefner of the Department of Architecture, Captain J. F. Donelson, Mr. W. W. Kraft, Superintendent of University Utilities, and Dean A. B. Adams, to appear before the Board. Plans were displayed and explained by the architects. The members of the Board expressed their approval of the plans and the President of the Board thanked the architects for making it possible for the Board to see the progress that had been made, looking toward the completion of the entire project.

The architects and the committee retired from the meeting.

President Brandt requested that Mr. Kraft explain to the Board with reference to the critical situation on water in the University wells and read Mr. Kraft's letter showing that the water level since the establishment of the Naval Air Bases had dropped approximately 100 feet, and that the water production has been reduced from 500,000 gallons per day as of April, 1940 to approximately 200,000 gallons per day.

He stated that due to the increased load on the municipal water supply, the city of Norman has been forced to add two additional wells. Mr. Kraft stated that with the arrival of from 1500 to 2000 trainees, the situation would be very critical and suggested that a request be made to the Governor for the necessary funds to provide another well with all appurtenances for connection with the University system; also that in order to secure efficiency in pumping on the present wells, it is desirable to install turbine pumps in two wells at a cost of approximately \$7,000.00.

The drilling of the new well with appurtenances was estimated to cost approximately \$12,000.00. Mr. Kraft stated that 12 wells had been drilled at the south base and 4 at the north base, and it was estimated this price would be approximately correct. Mr. Kraft stated the Legislature had been requested to make an appropriation in order to drill an additional well but that the item was not approved.

Following a discussion of the matter, on motion of Regent Emery, it was voted to request the Governor for funds to drill the well and install the turbine pumps in two of our present wells. Mr. Kraft was instructed to prepare a complete detailed statement, itemizing all materials and the costs with a full explanation of the situation.

Mr. Kraft discussed also the kitchen facilities in the Women's Residential Halls. He stated that the kitchen was inadequate for the normal capacity of 240 women students, and that it would be necessary to enlarge the kitchen for approximately 600 Trainees which are to be fed there when the complete training program is in operation.

He stated that an item for the enlargement of the kitchen had been enclosed in the contract with the Army as an activating cost but that no report had been made and that it was already too late to complete the work by July 1, when Navy Trainees exclusively are to be fed at Jefferson Commons, that are being temporarily used by Army Trainees.

Mr. Kraft did not request any action of the Board but stated he wanted to explain the situation. Mr. Kraft retired from the meeting.

There was further discussion on the housing problem with reference to civilian students. It was the sense of the Board that every effort be made to see that satisfactory housing facilities are available for civilian students, as well as Army and Navy Trainees. President Brandt stated that he estimated there would be 1500 to 2000 civilian students next fall, and that there is already a shortage of desirable rooms. He stated that the S.A.M. House is completely filled at this time with freshmen girls. The S.A.M. House is now under lease by the University .

President Brandt called attention to Item No. 6 on the agenda, -- Purchase of the 5a tract. He stated that Miss Mable Smithson of Tulsa, Oklahoma is asking \$10,500.00, whereas the appropriation provided by the Nineteenth Legislature is \$10,000.00.

Following a discussion, it was voted that the President of the Board of Regents appoint one of the Regents to negotiate for the purchase of the land from Miss Smithson at \$10,000.00, and in the event of failure to close the transaction by the next meeting of the Board, the President be authorized to institute condemnation proceedings.

The Chair appointed Lloyd Noble to represent the Board in the above matter. Mr. Noble asked that the Secretary send him a description of the land and complete information.

President Brandt reported that the lease between the Regents of The University of Oklahoma and the United States of America on the Max Westheimer Flying Field is renewable annually on July 1, with the understanding that notice of intention to renew is in the mail by May 30.

He recommended that the renewal notice on the government lease between the Regents of the University of Oklahoma and the United States of America covering use of "Max Westheimer Flying Field", Norman, Oklahoma, in connection with the Naval Air Station at Norman, be accepted and that the Board of Regents waive any defect by reason of said notice not having been in the mail by April 30, 1943.

The recommendation was approved and the President of the Board of Regents was authorized to sign the renewal lease on the behalf of the Board.

President Brandt reported that at the meeting of the Board of Regents on December 9, 1942, Howland Bailey, Assistant Professor of Physics and Samuel Silver, Assistant Professor of Physics were granted leaves of absence, effective January 15, 1943 on the condition that they would return to their respective positions when requested to do so by the Department of Physics and the approval of the Dean and the President of the University.

Some time ago both of these teachers requested an unconditional leave of absence, but with the Army and Navy programs, it is necessary to employ additional Physics teachers, which cannot be secured on a temporary basis.

He recommended that the leaves of absence of Mr. Bailey and Mr. Silver be canceled and their contracts with the University be terminated as of June 1, 1943.

Approved.

President Brandt reported that the State Regents for Higher Education had allocated funds for salaries of the Oklahoma Geological Survey at the meeting on May 24, 1943. The appointments of the personnel of the Oklahoma Geological Survey were approved by the Board of Regents on May 12, subject to fund allocations.

The following resignations were reported by President Brandt and they were accepted:

Christie Black Cathey, Revisor, School of Library Science, on account of illness, resigned May 1, 1943.

Leona Schnell, Stockroom Custodian, Department of Plant Sciences, May 1, 1943.

David A. Baerreis, Museum Assistant, Department of Anthropology, June 1, 1943.

Bernice Paton, Library Assistant on leave of absence during the school year of 1942-43, June 30, 1943.

Patricia Pernalet, Proof-reader, University Press, June 1, 1943.

Dorothy Scheffe, Secretary, Department of Visual Education, Extension Division, April 30, 1943.

Inez Woodward, Secretary to Dean of the College of Business Administration, June 2, 1943.

Vivian Barr, Librarian, Department of Chemistry, May 1, 1943.

Approved.

Leaves of absence for the following for the positions indicated in each case were recommended by President Brandt:

Charles R. Sleeth, Assistant Professor of English, appointed in September of 1942, to be granted a leave of absence without pay for military service, with the understanding that the University may terminate his connection with the University on notice.

William H. McCullough, Instructor in Social Work, on leave of absence during the school year of 1942-43 to do graduate work at the University of Chicago. Recommended that his leave of absence be extended for an additional year.

John A. Griswold, Associate Professor of Finance, on leave of absence for military service during the school year 1942-43. Recommended that his leave of absence be extended during 1943-44.

Herschel Elarth, Associate Professor of Architecture, on leave of absence for military service during the school year 1942-43. Recommended that his leave of absence be extended during 1943-44.

Approved.

President Brandt recommended the following appointments:

Margaret Frances West, Stenographer, Graduate Records and Placement Office, \$100.00 a month effective May 10, 1943.

Eunice Hughes Edmonds, Librarian, Department of Chemistry, \$100.00 a month, effective May 24, 1943.

Betty Blanton, Secretary, Department of Visual Education, Extension Division, \$105.00 a month, May 1, 1943.

Mary Bullard Gibson, Assistant in Press Relations, \$125.00 a month beginning May 24, 1943, as a replacement for Joe Holland on leave of absence for military service.

Palma Hieronymus, Proof-reader, University Press, \$100.00 a month, June 1, 1943.

Mary Elizabeth Wilmuth, Bookkeeper, Comptroller's Office, \$100.00 a month, May 7, 1943.

Harry R. McLaughlin, Captain, Infantry, Assistant Professor of Military Science and Tactics, beginning May 15, 1943.

Martha Teegardin, Stenographer, College of Engineering, \$100.00 beginning June 1, 1943. Miss Teegardin has been employed on the nine months basis, and her original appointment expired June 1, 1943.

Virginia Pauline Hardin, Stockroom Custodian, Department of Plant Sciences, \$100.00 a month, for month of June, 1943.

Marvin Rogers, Stockroom Custodian, Department of Plant Sciences, \$100.00 a month, beginning July 1, 1943.

Dell Stephenson, Secretary, Physical Education for Men and Intramural Athletics, \$100.00 a month, beginning June 1, 1943. Mrs. Stephenson's original appointment expired June 1, 1943.

Doris Waldby, Departmental Secretary, School of Geology, \$75.00 a month, June 3, 1943.

Evelyn Myers Hickle, Secretary to Dean of the College of Business Administration, for June, 1943, at \$125.00 a month.

Approved.

The following changes in the Utilities Department were recommended by President Brandt:

Ed Hill, employee in the construction department, resigned, effective May 31, 1943.

S. A. Ayles, dropped from the janitor payroll. He is being transferred to Residential Halls on the War Training Program.

W. L. Wilkerson, salary adjustment from \$100.00 to \$110.00 a month. He has been transferred to take the place of Mr. Ayles.

George W. Boston, to be placed on the janitor payroll at the rate of \$100.00 a month. Mr. Boston will take the place of Mr. Wilkerson.

Lee Jones, transfer from the landscape department to the construction department at his present salary of \$110.00 a month.

L. W. Wadley, landscape department, at a salary of \$105.00 a month.

J. R. Smith, salary adjustment from \$105.00 to \$110.00 a month. Mr. Smith will take the place of Lee Jones who was transferred to the construction department.

Approved.

President Brandt reported that Dr. S. A. Corson, Assistant Professor of Physiology in the School of Medicine, had submitted his resignation, effective July 15, 1943 and recommended that it be accepted. The resignation was accepted.

The Board recessed at 12:15 p.m. to inspect the site for the 900 unit housing program and Jefferson House and Commons. Luncheon at the Union Building followed the inspection. The Chair announced the Board would meet in executive session immediately following the luncheon.

During the luncheon Professor O. J. Eigsti of the Department of Plant Sciences reported on his research, particularly with hybrid corn, to determine its adaptability to weather conditions in Oklahoma and with various plants on his research plot of ground near the campus. He invited members of the Board to visit this garden.

Dean John Hervey reported on Housing and option leases on fraternity houses.

Sara Clements reported on the Anthropology Museum and the work that has been done in cataloging and preserving a vast amount of museum material until suitable space is provided for permanent display. She showed a number of charts of specimens in the Museum.

The Board met in executive session at 2:10 p.m. in the President's Office.

Following the executive session at 2:45 p.m., Regent Emery made the motion that the committee recommendation that the By-Laws of the Housing Authority as amended be adopted, with the substitution of Article 3. A copy of the By-Laws as adopted follows:

BY-LAWSOF THE UNIVERSITY OF OKLAHOMA HOUSING AUTHORITY

ARTICLE I.

As used in these By-Laws, the word "Authority" means the University of Oklahoma Housing Authority; and the word "Director" shall mean a Director of the University of Oklahoma Housing Authority. The term "Board" shall mean the Board of Directors of the Housing Authority.

ARTICLE II.

The meetings of the Board shall be held at Norman, Oklahoma, following the regular meetings of the Board of Regents of the University; upon call of the Chairman or upon personal notification to all members of the Board present at any meeting of the Board of Regents. Special meetings of the Board may be called by the Chairman either by mailing a notice to each member at least five days in advance of the meeting, or with the concurrence of at least five members of the Board.

ARTICLE III.

The property, affairs and business of the Authority shall be in charge of and shall be managed by the Board of Directors, which may exercise all of the powers of the Authority, subject to the express limitations and conditions fixed by law and by these By-Laws; provided, however, that the affirmative vote of the majority of the directors present at any meeting, and the affirmative vote of at least 3 directors in any case, shall be required except as hereinafter provided:

- a. To adopt, add to, alter or amend the by-laws of the Authority.
- b. To make any contract involving the money or property of the Authority.
- c. To authorize the issuance of any bond or bonds of the Authority.
- d. To release any obligation of the Authority, or to create or assume any obligation that shall be binding upon the said Authority.

The concurrence of 4 directors shall be required:

- a. To name a depository bank.
- b. To Authorize the payment or disbursing of funds of the Authority; provided that no such funds or monies of the Authority shall be disbursed except by check, draft, orders, or other instruments, signed by such persons as shall be authorized to sign the same by the by-laws or resolutions concurred in by not less than 4 of the directors.

ARTICLE IV.

The Board of Directors shall, by resolution, prescribe the qualifications and fix the compensation and terms of employment of any and all employees, and shall have authority to make, prescribe and enforce all needful rules and regulations and for the conduct of its business and for the management of its property, subject to the provisions of Article III of these by-laws.

ARTICLE V.

The Chairman of the Board shall preside at all meetings of the Board and shall execute all contracts entered into by the Directors in accordance with resolutions or orders concurred in by four members of said Board.

The Vice-chairman shall preside over the meetings of the Board in absence or incapacity of the Chairman and may, when duly authorized to do so, perform, in the absence or disqualification or disability of the Chairman, any and all acts which the Chairman might properly do and perform.

ARTICLE VI.

The executive officers of the Authority shall be a General Manager, a Secretary, and a Treasurer. One person may hold the offices of Secretary and of Treasurer. The executive officers may be removed, either with or without cause, by a vote of a majority of the whole Board of Directors.

ARTICLE VII.

The General Manager shall supervise and manage the properties of the Authority, fix rentals and charges for board and other services of the Authority under direction of the Board, supervise the construction and repair of buildings and advise the Board as to contracts for purchase of equipment and supplies.

ARTICLE VIII.

The Secretary shall keep the corporate books and records of the Authority and shall have charge of the corporate seal. He shall see that all notices are duly given in accordance with these by-laws or as required by law. He shall, with the Chairman, execute and sign such instruments as the Directors shall require; and shall make such reports and perform other duties as are incident to his office or may be assigned to him by the Board of Directors.

ARTICLE IX.

The Treasurer of the Authority shall, under the supervision of the Board of Directors, have charge and custody of, and be responsible for, all moneys and securities of the Authority. He shall keep regular books of account of the funds and property of the Authority. The books of account shall be in such form as may be designated by the Board. He shall sign or countersign all checks or drafts upon the funds of the Authority, and shall perform all duties incident to such office or which may be assigned to him by the Board. The books of account shall be subject to audit, at any time, at and upon direction of the Board.

ARTICLE X.

In case of the absence or disability of any executive officer, or for any other reason that the Board may deem sufficient, the Board of Directors, by the affirmative vote of at least four of its members, may delegate, in whole or in part, the powers of any such executive officers named above to any other officer or to any other person otherwise qualified to perform the same, subject to the limitations, conditions, and requirements of these by-laws or fixed by law.

ARTICLE XI.

The General Manager and the Treasurer and such other officers as the Board shall designate shall give bond in a surety company authorized to operate in Oklahoma, in such amount as the Board may require. The premiums upon such bonds shall be paid by the Authority.

ARTICLE XII.

The Board shall receive all gifts, donations, legacies or bequests, reserving the right to decline gifts on conditions which require the payment of the Authority of any annuity or other charge upon the assets of the Authority, in their discretion.

Where required by the terms of any such gift, donation, legacy or bequest, the proceeds of the same may be set apart in special funds to be used for the designated purposes and according to the terms of the gift, legacy or bequest.

ARTICLE XIII.

No person holding more than one office of the Authority shall receive a salary or other compensation in more than one such capacity.

ARTICLE XIV.

The Board of Directors may determine from time to time whether, and if allowed, when, by whom, and under what conditions and regulations, and books and records of the Authority, or any of them, shall be open to inspection.

ARTICLE XV.

The Board of Directors shall provide a seal which shall be in the form of a circle and shall bear the words and figures "University of Oklahoma Housing Authority, 1943" or words and figures of similar import.

ARTICLE XVI.

The fiscal year of the Authority shall begin on the _____ day of _____ in each year and shall end on the _____ day of _____ following.

ARTICLE XVII.

The books of account of the Authority shall be audited immediately following the close of the fiscal year and at such other times as may be required by the Board of Directors. Each and every audit shall be made by a Certified Public Accountant who shall, by appropriate resolution of the Board of Directors, be employed for the said purpose.

The By-Laws as amended were adopted.

President Brandt reported that Senate Bill No. 36 of the Nineteenth Legislature provides for an appropriation of \$25,000.00 for the purpose of assisting the City of Norman in the construction of the sewerage disposal plant south of the City of Norman. This appropriation was made to the Oklahoma State Regents for Higher Education and was allocated to the University of Oklahoma.

He recommended that the Board of Regents authorize the President of the Board to sign this contract, which was drawn by the Attorney General.

The letter from the Attorney General under date of June 4 and a copy of the contract follows:

STATE OF OKLAHOMA
OFFICE OF THE ATTORNEY GENERAL
OKLAHOMA CITY

June 4, 1943

Honorable Joseph A. Brandt
President, University of Oklahoma
Norman, Oklahoma

Dear Sir:

The Attorney General acknowledges receipt of your letter dated June 1, 1943, in which you request this office to prepare the necessary contract to obligate the \$25,000.00 appropriated by Senate Bill No. 36 of the Nineteenth Legislature, to the Oklahoma State Regents for Higher Education and allocated by said Regents to said University of Oklahoma for the purpose of assisting the City of Norman in the construction of a sewerage disposal plant at the out-fall of the Sanitary Sewers of the University of Oklahoma and Central State Hospital at Norman, Oklahoma, to be located at the North bank of the South Canadian River, South of the City of Norman, in Cleveland County.

Pursuant to your request we have prepared the attached contract. If the same does not meet with your approval we shall be glad to consider the matter further.

Very respectfully,

FOR THE ATTORNEY GENERAL

Randell S. Cobb,
First Assistant Attorney General.

RSC:DB
Encl.

1368

STATE BOARD OF PUBLIC AFFAIRS

C O N T R A C T No. 100077

WHEREAS, the Nineteenth Legislature of the State of Oklahoma adopted Senate Bill No. 36 with the emergency and the same was approved by the Governor on April 13, 1943, and

WHEREAS, Section 1 of said Senate Bill No. 36 reads as follows:

"There is hereby appropriated out of any surplus monies in the Treasury of the State of Oklahoma to the credit of the General Revenue Fund for the fiscal year ending June 30, 1943 not otherwise appropriated, the Sum of Twenty Five Thousand (\$25,000.00) Dollars for the purpose of assisting the City of Norman in the construction of a sewerage disposal plant at the outfall of the Sanitary Sewers of the University of Oklahoma and Central State Hospital at Norman, Oklahoma, to be located at the North bank of the South Canadian River south of the City of Norman in Cleveland County. The appropriation herein authorized is made to the Oklahoma State Regents for Higher Education to be allocated to the University of Oklahoma and to be expended by the University for the purpose above enumerated," and

WHEREAS, the Oklahoma State Regents for Higher Education, on May 24, 1943, adopted its resolution No. 33, which reads as follows:

"BE IT RESOLVED by the Oklahoma State Regents for Higher Education, pursuant to Senate Bill No. 36 of the Nineteenth Legislature which appropriated the sum of \$25,000.00 for the University of Oklahoma, Norman, for a Sewerage Disposal Plant, that said amount is hereby allocated to the University of Oklahoma for the use and purpose set out in Senate Bill No. 36 of the Nineteenth Legislature, said appropriation to be a fiscal fund and available for expenditure until October 12, 1945.

"Dated this 24th Day of May, 1943.

"(Signed) John H. Kane, Chairman

"S E A L

"ATTEST:

"(Signed) John Rogers, Secretary"

WHEREAS, the City of Norman in Cleveland County of the State of Oklahoma, has voted Eighty Thousand (\$80,000.00) Dollars of bonds for sewer construction, the bonds having been approved by the Attorney General on May 10, 1943, and

WHEREAS, it is proposed to construct a sewerage disposal plant at the outfall of the Sanitary Sewers of the University of Oklahoma and Central State Hospital at Norman, Oklahoma, to be located at the North bank of the South Canadian River south of the City of Norman in Cleveland County, the costs thereof to be paid out of the proceeds derived from the sale of the above referred to bond issue, the \$25,000.00 appropriated by Senate Bill No. 36, and from contributions made by the Federal Works Agency of the United States Government.

NOW, THEREFORE, this contract is entered into by and between the University of Oklahoma and the City of Norman, the Regents of the University of Oklahoma and the State Board of Public Affairs of the State of Oklahoma acting for and on behalf of the University of Oklahoma in making this contract.

The City of Norman agrees to construct a sewerage disposal plant at the outfall of the Sanitary Sewers of the University of Oklahoma and Central State Hospital at Norman, Oklahoma, to be located at the North bank of the South Canadian River, south of the City of Norman, in Cleveland County, at a cost of approximately _____ Dollars; and the Regents of the University of Oklahoma and the State Board of Public Affairs of the State of Oklahoma, in consideration of the aforesaid agreement on the part of the City of Norman and the construction of said sewerage disposal plant, hereby agree to contribute the \$25,000.00 appropriated by Senate Bill No. 36 of the Nineteenth Legislature and allocated by the Oklahoma State Regents for Higher Education to the University of Oklahoma, to the City of Norman for the purpose of paying a part of the cost of said sewerage disposal plant.

The \$25,000.00 hereby obligated and encumbered by the Regents of the University of Oklahoma and the State Board of Public Affairs of the State of Oklahoma shall be paid to the contractor selected by the City of Norman to construct said sewerage disposal plant upon claims approved by the City Council of the City of Norman, and then by the Regents of the University of Oklahoma and the State Board of Public Affairs of the State of Oklahoma. The claims shall then be filed with the State Auditor for approval and payment.

Before the contract for the construction of the sewerage disposal plant is finally entered into by the City of Norman and the contractor selected to construct said plant, the contract shall be submitted to the State Board of Public Affairs for its approval.

It is agreed by the City of Norman that in consideration of the State of Oklahoma paying \$25,000.00 on the cost of the sewerage disposal plant, that said plant when constructed shall be available as a sewerage disposal plant for the University of Oklahoma and Central State Hospital at Norman without further or additional costs to said institution.

This contract shall be executed in quadruplicate, one copy to be retained by the Regents of the University of Oklahoma, one copy by the State Board of Public Affairs of the State of Oklahoma, one copy by the City of Norman, and the fourth copy shall be filed with the State Auditor as an encumbrance of the \$25,000.00 appropriation and allocation.

Dated this _____ day of June, 1943

REGENTS OF THE UNIVERSITY OF OKLAHOMA

BY: _____
(Signed) Joe W. McBride
President

ATTEST:

 (Signed) Emil R. Kraettli
 Secretary

STATE BOARD OF PUBLIC AFFAIRS
 OF THE STATE OF OKLAHOMA

BY:

 (Signed) Virgil Browne
 Chairman

ATTEST:

 (Signed) H. A. Hewett
 Secretary

CITY OF NORMAN

BY:

 (Signed) H. V. Thornton
 Mayor

ATTEST:

 (Signed) T. Barrowman
 City Clerk

President Brandt reported that the property -- Lot 22 of Block 8, Howe's Capitol Addition, Oklahoma City, apartment building - to be used for temporary quarters for Nurses' Home and located immediately west of the Medical School building, has been purchased by the State Board of Public Affairs out of the appropriation of \$40,000.00 provided by the Nineteenth Legislature in accordance with authorization by the Board of Regents at its meeting under date of Wednesday, April 14, 1943.

Professor C. B. Jacobson of the Art Department submitted a proposal that the \$40.00 fee for special students in Art be waived for the families and members of the U. S. Army, Navy, and Marines who may be stationed in Norman in connection with the Naval Bases. President Brandt stated such students would be required to pay the regular laboratory fee to cover the cost of materials, models, etc.

Following a discussion of the matter, it was voted not to waive the fee as recommended by Professor Jacobson.

President Brandt discussed the proposal of Lester A. Kirkendall, Associate Professor of Educational Guidance, to institute a program of lectures in Social Hygiene throughout the State in the public schools. He stated Mr. Kirkendall had given a number of such lectures during the past year and that he had discussed the matter with Dr. Mathews, Director of the State Health Department, who indicated a willingness to pay one-half of Mr. Kirkendall's salary, providing funds could be secured for the balance of the salary and expenses.

Mr. Kirkendall proposed that the high schools be asked to contribute on a per diem basis and that he was confident the program would finance itself, but he would expect the University to guarantee one-half of his salary and expenses. In a letter to President Brandt, Mr. Kirkendall reported that there was considerable interest among the principals and superintendents, and that he felt there was a real need for a Social Hygiene program.

The matter was discussed at length, but it was the sense of the Board that no action be taken.

Dr. Shoemaker, Acting Dean of the Medical School, was invited to go over the Medical School budget which was presented at the meeting on May 12, 1943. He presented specific recommendations for all members of the staff and faculty for increases in salary above the two months additional salary, necessitated by going from a 10-month basis to a 12-month basis.

Following are the item numbers in the Medical School budget discussed by Dean Shoemaker and the action in each case was as indicated:

- Item No. 2 -- Mildred Gossett, Executive Secretary in the School of Medicine, and the duties of this position were explained by Dr. Shoemaker, salary \$2,400.00. Approved.
- Item No. 5 -- Velma Norman, Secretary. Salary \$1,500.00. Approved.
- Item No. 6 -- Helen Kendall, Registrar. Salary \$1,920.00. Approved.
- Item No. 8 -- Lester Jesse, Bookkeeper. Salary \$3,000.00. Approved.
- Item No. 9 -- Lelamay Morehead, Property Clerk. Salary \$1,500.00. Approved.
- Item No. 10 -- Beulah Maree Boyer, Assistant Property Clerk. Salary \$1,200.00. Approved.
- Item No. 11 -- Alice Nichols, Inter-Dept. Secretary, previously recommended for salary of \$1,560.00. Dean Shoemaker recommended that his salary be fixed at \$1,620.00. Approved.
- Item No. 13 -- C. F. DeGaris, Professor. Salary \$6,000.00. Approved.
- Item No. 14 -- Ernest Lachman, Associate Professor. Salary \$4,000.00. Approved.
- Item No. 17 -- Ralph E. Chase, Instructor. Salary \$3,000.00. Approved.
- Item No. 20 -- W. J. Craig, Embalmer and Technician. Salary \$1,320.00. Approved.
- Item No. 23 -- Hiram D. Moor, Professor. Salary \$6,000.00. Approved.
- Item No. 24 -- Donald B. McMullen, Associate Professor. Salary \$4,000.00. Approved.
- Item No. 25 -- Homer Floyd Marsh, Assistant Professor. Salary \$3,400.00. Approved.

- Item No. 26 -- Elizabeth R. Hall, Instructor. Salary \$2,600.00. Approved.
- Item No. 29 -- Mark R. Everett, Professor. Salary \$6,000.00. Approved.
- Item No. 31 -- Fay Sheppard, Instructor. Salary \$3,000.00. Approved.
- Item No. 32 -- Louis E. Diamond, Instructor. Salary \$1,800.00. Approved.
- Item No. 35 -- J. M. Thuringer, Professor, salary \$6,000.00. Approved.
- Item No. 37 -- Ruby A. Wortham, Instructor. Salary \$2,800.00. Approved.
- Item No. 38 -- Dorothy Brown, Technician. Salary \$1,500.00. Approved.
- Item No. 41 -- L. A. Turley, Professor. Following a discussion of the salary of \$6,000.00 for Professor Turley, Regent Emery moved the salary be approved. On the vote on the motion, all members voted "aye" except Regent Noble who requested that he be recorded as voting "no". The Emery motion carried.
- Item No. 42 -- T. M. MacDonald, Associate Professor. Following a discussion of the recommendation concerning Associate Professor T. M. MacDonald, Regent Emery moved that his salary be fixed at the rate of \$3,840.00 on a twelve months basis. On the vote on the motion, all members voted "aye". Motion carried.
- Item No. 44 -- Wilma J. Green, Instructor. Salary \$3,000.00. Approved.
- Item No. 45 -- Opal Brookes, Technician. Salary \$1,500.00. Approved.
- Item No. 47 -- Edward C. Mason, Professor. Dean Shoemaker recommended that Professor Mason's salary, instead of \$6,000.00 as shown in the budget, be fixed at \$5,500.00 on a twelve months basis. Following a discussion, it was voted that the salary be fixed at \$5,400.00 on a twelve months basis. All members voted "aye" on the motion.
- Item No. 48 -- A. A. Hellbaum, Associate Professor. Dean Shoemaker recommended that Dr. Hellbaum's salary be fixed at \$4,500.00 instead of \$4,200.00 as recommended in the budget. The recommendation was approved.
- Item No. 50 -- Samuel A. Corson, Assistant Professor. The resignation of Dr. Corson, previously submitted, was accepted.
- Item No. 52 -- Lahoma Wallace Thomas, Technician, Salary \$1,320.00.
Approved.
- Item No. 55 -- Paul W. Smith, Ass't Professor. Salary \$4,000.00. Approved.
- Item No. 56 -- O. Boyd Houchin, Instructor. Salary \$3,000.00. Approved.
- Item No. 60 -- Ernest Hiser, Medical Artist. Salary \$2,600.00. Approved.
- Item No. 63 -- Bert F. Keltz, Supervisor. Salary \$2,400.00. Approved.

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Item No. 64 -- George H. Garrison, Ass't Supervisor. Salary \$1,500.00.
Approved.

Item No. 65 -- M. F. Jacobs, Ass't Supervisor. Salary \$1,200.00. Approved.

Item No. 67 -- Lilah B. Heck, Librarian. Salary \$2,000.00. Approved.

Item No. 68 -- Dorothy G. Armstrong, Ass't Librarian. Dean Shoemaker reported that Miss Dorothy G. Armstrong, who holds the position of Assistant Librarian, has been ill a great deal lately and asked that the increase in this position be made without respect to the present incumbent; it being understood that the increase for Miss Armstrong will not be given until it is merited in the opinion of the Librarian and the Chairman of the Library Committee. The recommendation was approved.

Dean Shoemaker called attention to the research fellowships, Items 73, 74, 75. He recommended that Dr. John Walter Barnard, Ph.D in Anatomy, 1935, from the University of Michigan and at the present time Professor of Anatomy, Oglethorpe Medical School, be appointed research fellow from October 1 to December 31, 1943 at \$200.00 a month, and that he be appointed Assistant Professor of Anatomy on January 1, 1944 at a salary of \$3,000.00 on a twelve months basis, for which provision has been made under Item No. 16 of the Medical School budget. Professor Barnard will replace Russell L. Moseley, whose appointment terminates on July 1, 1943.

Dean Shoemaker recommended that Sue Browder be appointed Instructor in Anatomy at a salary of \$200.00 a month from May 10 to December 31, 1943, replacing Dr. Moseley until Dr. Barnard's appointment becomes effective.

Dean Shoemaker recommended that Dr. Noble Franklin Wynn be appointed Instructor in Pharmacology (Item No. 57) at a salary of \$125.00 a month beginning May 15, 1943 on a part-time basis. Dr. Wynn will serve from 1:00 to 5:00 p.m., five days a week. The appointment was approved.

It was recommended that the title of Dr. John E. Heatley be changed from Professor of Radiology to Professor of Diagnostic Roentgenology on the Clinical Staff and that he continue as a Chairman of the Department for a three year term, effective July 1, 1943. Approved.

Dr. Shoemaker recommended that Dr. William Edgar Eastland be promoted from Associate Professor to Professor of Therapeutic Radiology on the Clinical Staff, effective July 1, 1943. Approved.

President Brandt recommended that the salary of Acting Dean Shoemaker be fixed at \$6,000.00 (Item No. 54) as Professor of Pharmacology and Chairman of the Department. Mr. Shoemaker's salary as Acting Dean is \$100.00 a month, (Item No. 4) making a total salary of \$7,200.00. President Brandt's recommendation was approved.

On motion by Regent Emery, the Medical School budget, with changes as noted above, was approved.

Dean Shoemaker recommended the appointment of George L. West as Assistant Pharmacist at a salary of \$150.00 a month, effective July 1, 1943. (Item No. 28 under Crippled Children's Hospital). The appointment was approved.

Dean Shoemaker recommended the appointment of Dr. A. L. Swenson as full-time Assistant in the Department of Orthopedic Surgery, at a salary of \$5,000.00 a year, from July 1, 1943 to December 31, 1943. The appointment was approved.

Routine changes as listed below in the University and Crippled Children's Hospitals were recommended for approval. On motion be Regent Chambers, all changes were authorized.

Resignations:

Harriet Spears, Stenographer in Dietary Department, resigned April 30, 1943, salary \$85.00.
 Hope Pettigrew, Admitting Clerk, resigned April 30, 1943, salary \$85.00.
 Mary Kate Schmelzenbach, Instructor in School of Nursing, resigned May 8, 1943, salary \$110.00.
 Betty Burnett, Laboratory Technician, resigned May 10, 1943, salary \$125.00.
 Dolly Ann Wilson, General Staff Nurse, resigned May 22, 1943, salary \$85.00.
 Margaret Brown, General Staff Nurse, resigned May 23, 1943, salary \$85.00.
 Jesse C. White, Relief Nightwatchman, resigned May 15, 1943, salary \$80.00.
 Frances Klote, Laboratory Technician, resigned April 30, 1943, salary \$90.00.
 Ernestine I. Newby, X-Ray Technician, resigned May 31, 1943, salary \$100.00.
 Josephine Mesley Byron, Plastic Surgery Nurse, resigned May 31, 1943, salary \$115.00.
 John Sabolich, Janitor, resigned May 31, 1943, salary \$80.00.
 Claude Fuzzell, Inventory Clerk, resigned June 1, 1943, salary \$100.00.
 Thelma Miller, Kardex Clerk, resigned June 1, 1943, salary \$75.00.
 Mary Louise Pritchard, General Staff Nurss, resigned June 2, 1943, salary \$85.00.

Appointments:

Josephine K. Burney, Receiving Clerk, employed May 4, 1943, salary \$85.00.
 (Replacing Hope Pettigrew, resigned April 30, 1943, same salary.)
 Lilyn E. Carlton, Stenographer in Laboratory, employed May 10, 1943, salary \$100.00 (Replacing Mary Pindur, resigned March 31, 1943, same salary).
 Herman J. Busch, Janitor, employed May 15, 1943, salary \$80.00. (Replacing Denton L. Field, resigned April 18, 1943, same salary).
 Jean Beaty, General Staff Nurse, employed April 8, 1943, salary \$85.00.
 (Replacing Ruth Stephanic, resigned March 31, 1943, same salary).
 Mary Louise Pritchard, General Staff Nurse, employed May 25, 1943, salary \$85.00. (Replacing Anna Belle Betts, resigned May 2, 1943, same salary)

Salary Adjustments:

- Lester Sabolich, Ass't. Bracemaker, salary increased from \$110.00 to \$120.00, June 1, 1943.
- C. W. Burton, Janitor, salary increased from \$80.00 to \$90.00, May 1, 1943.
- Margaret Murphy, Laboratory Technician, salary increased from \$125.00 to \$140.00, May 1, 1943.
- Jane Dandridge, Laboratory Technician, salary increased from \$110.00 to \$120.00, May 1, 1943.
- Eleanor H. Carlston, Laboratory Technician, salary increased from \$105.00 to \$120.00, May 1, 1943.
- Eleanor Callaway, Laboratory Technician, salary increased from \$22.50 to \$45.00, May 1, 1943. (Replacing Cecilrae Frazier, promoted, same salary).
- Cecilrae Frazier, Laboratory Technician, promoted from half time to full time, salary increased from \$45.00 to \$90.00. (Replacing Frances Klote, resigned April 30, 1943, same salary).
- Mildred Louise Flynn, Laboratory Technician, salary increased from \$125.00 to \$140.00, May 1, 1943.
- Bernita Stacey, Laboratory Assistant, salary increased from \$95.00 to \$100.00, May 1, 1943.
- H. K. Bromley, promoted from Dietary Janitor to Relief Nightwatchman, salary increased from \$55.00 to \$80.00, May 13, 1943. (Replacing Jesse C. White, resigned May 15, 1943, same salary).

Routine changes as listed below in the School of Medicine were recommended for approval. On motion by Regent Chambers, all changes were authorized.

Resignations:

- Evan L. Copeland, Instructor ad interim in Physiology Department, entered U. S. Army as Medical Student, May 3, salary \$160.00.
- Frank Hladky, Research Fellow, entered U. S. Army as Medical Student, May 8, 1943, salary \$100.00.
- Margaret H. Gutierrez, Special Laboratory Technician, resigned April 15, 1943, salary \$150.00.
- Kathleen DeGroot, Ass't. Librarian, resigned April 14, 1943, salary \$80.00.
- Wanda Patterson, Technician in Histology Department, resigned May 22, 1943, salary \$75.00.
- May Ruth Favor, Technician in Pharmacology Department, resigned April 17, 1943, salary \$90.00.
- Bob Rutledge, Technician, part-time, Bacteriology Department, resigned May 11, 1943, salary \$45.00.
- James B. Pyle, Janitor, resigned April 12, 1943, salary \$80.00.
- Napoleon Lewis, Janitor, resigned April 25, 1943, salary \$80.00.
- James Porter, Janitor, resigned May 4, 1943, salary \$80.00.
- Albert Smart, Yard Man, resigned May 8, 1943, salary \$75.00.
- Lee Robinson, Janitor, resigned May 31, 1943, salary \$80.00.

Appointments:

- W. R. Christenson, Technician in Bacteriology Department, employed May 10, 1943, salary \$125.00. (Replacing Bob Rutledge, part-time employee).

- Ruth Chapman, Ass't. Librarian, employed May 18, 1943, salary \$80.00. (Replacing Kathleen DeGroot, resigned. Same salary).
- June Lima, Technician in Pathology Department, employed June 1, 1943, salary \$75.00. (This position set up on new budget at \$125.00).
- Noble F. Wynn, Instructor in Pharmacology, part-time, employed May 17, 1943, salary \$125.00. (This position set up on new budget on full time basis at \$200.00.)
- Marylyn Ann Thompson, Technician in Pharmacology Department, employed May 26, 1943, salary \$ 90.00. (Replacing May Ruth Favor, resigned, same salary).
- J. B. Pyle, Janitor, employed April 1, 1943, salary \$80.00. (Replacing A. J. Penfield, resigned March 23, 1943, same salary).
- Lee Robinson, Janitor, employed April 16, 1943, salary \$80.00. (Replacing J. B. Pyle, resigned April 12, 1943, salary the same).
- James Porter, Janitor, employed April 28, 1943, salary \$80.00. (Replacing Napoleon Lewis, resigned April 25, 1943, same salary.)
- Grover C. Ladd, Janitor, employed May 5, 1943, salary \$80.00. (Replacing James Porter, resigned May 4, 1943, same salary).
- George Morse, Yard Man, transferred from University Hospital May 1, 1943, salary \$75.00. (Replacing Albert Smart, resigned, same salary).

Dean Shoemaker presented a chart showing the personnel organization in the University and Crippled Children's Hospitals and the Medical School. In discussing this chart, some changes were suggested and Dean Shoemaker was asked to study the matter further and at the next meeting of the Board, to present a memorandum on the inter-relationships of administrative positions in the H ospitals.

Dean Shoemaker reported that Crippled Children's Hospital had received \$3,975.93 as a bequest from the estate of Christena Preston, deceased, and suggested that the Board adopt a resolution accepting this bequest. The following resolution was unanimously adopted:

RESOLUTION

WHEREAS through the will of Christena Preston, deceased, of Blackwell, Oklahoma, which was filed for probate on the thirteenth day of March, 1941, as part of the estate of said Christena Preston was bequeathed to the Crippled Children's Hospital at Oklahoma City, Oklahoma, in accordance with the following provisions of the said will:

"I hereby authorize and direct my executrix hereinafter named to sell and to convert into cash all of the wheat or grain and all of the bonds which I may own at the time of my death and out of the proceeds derived therefrom to pay debts and cost as of administration of my estate as hereinabove set forth in paragraph marked "FIRST" ; and the balance remaining after said expense are paid and all of the rest, residue and remainder of my property, whether real, personal or mixed,

and wherever situated, which I may own, possess or be entitled to at the time of my death, I do hereby give, devise and bequeath to the Crippled Children's Hospital at Oklahoma City, Oklahoma."

and,

WHEREAS, the Crippled Children's Hospital of Oklahoma City is under the administration of the Board of Regents of the University of Oklahoma;

NOW THEREFORE BE IT RESOLVED that the Board of Regents of the University of Oklahoma, on this the ninth day of June, 1943, authorize Harold A. Shoemaker, Acting Dean of the School of Medicine and Superintendent of the Crippled Children's Hospital, to accept the proceeds of the estate in the amount of \$3,975.93, which has been determined by the courts to be the amount realized from this estate and belonging to the Crippled Children's Hospital.

(Signed) Joe W. McBride
President, Board of Regents

Dean Shoemaker stated he had no further recommendations and was excused.

President Brandt recommended that Mrs. Sara Clements' appointment in the Anthropology Museum be continued for the month of June in order to complete, as much as possible, the cataloging of the Anthropology material. The salary of Mrs. Clements is to continue on the same basis as heretofor, namely \$250.00 a month.

Approved.

Returning to a discussion on the housing situation, Regent Emery made the motion, seconded by Regent Hopper, that the action of the Board at the meeting on Wednesday, April 14, page 1328 of the minutes, limiting rental contracts to one semester, be rescinded. The motion carried unanimously.

President Brandt recommended that the lease options on the houses to be used for the Army and Navy Specialized Training Programs be for the duration of the war, plus the balance of the semester in which the war may end, provided, however, that should the War Training Program be withdrawn from the University of Oklahoma, or should the program be reduced to such numbers that the property be no longer needed, the lease may be terminated.

Regent Emery moved approval of the recommendation and on the vote, all members voted "aye". Motion carried.

There was a discussion concerning the \$25,000.00 appropriation from the Nineteenth Legislature, House Concurrent Resolution No. 9, providing as follows:

"For Housing, war training program, or first payment on purchase of Franklin Hall, better known as the Masonic Dormitory at Norman. \$25,000.00"

The President was directed to request an opinion from the Attorney General to determine if this appropriation may be used for the purchase of Hughen Hall which is being used to house trainees.

President Brandt brought up the question of a name for the house under lease from the S. A. M. fraternity, which is being occupied by freshmen women. It was the sense of the Board that the President make a recommendation at the next meeting.

Regent Craig stated that this would probably be the last meeting of the Board of Regents he would attend, because the Governor had asked him to accept an appointment on the Planning and Resources Board and that he felt he should accept this appointment in view of the fact that the lumber industry is of such vital importance in the future development of Oklahoma.


Members of the Board expressed keen regrets in Mr. Craig's decision to retire from the Board of Regents. The Chair stated:

"On behalf of the Board, I want to tell you we have been very happy to have you as a member. You have rendered a valuable service to the University and to the State. We know, of course, that you will be rendering an important service in your new appointment. We sincerely regret that you are leaving this Board."

President Brandt discussed the summary of the University budget, supplying each member with a copy showing the appropriations and the estimated income in the revolving fund and amount that may be reasonably expected from the Army and Navy Training Programs. He stated that a tentative budget had been prepared on the basis of these estimates and that he expected to have the entire budget completed within a short time.

He stated that the delay in completing the budget was on account of uncertainties in connection with the War College Training Program. He suggested Friday, June 25 as a date for a special meeting to consider the University budget. Canvass of the members indicated this date satisfactory, and it was agreed that the meeting be called at that time.

There being no further business, the meeting was adjourned at 5:45 p.m.


Emil R. Kraettli, Secretary