

MEETING OF THE BOARD OF REGENTS
UNIVERSITY OF OKLAHOMA
WEDNESDAY, OCTOBER 12, 1949
10:00 a.m.

The Regents of the University met in regular session at 10:00 a.m. on Wednesday, October 12, in the office of the President of the University at Norman. The following were present: Don Emery, President, presiding: McBride, White, Benedum, Morgan, Shepler, Shartel.

The minutes of the meeting held on September 14, 1949, were approved.

President Cross called attention to the ceremonies in connection with the dedication of Kaufman Hall as a memorial to Professor Kenneth Kaufman which are scheduled to be held at 3:00 p.m.

Mr. Cate was called to present the draft of lease indenture between the Regents and the Board of Governors which had been approved at its meeting October 11. Mr. Cate stated that Mr. George Fagin, attorney for the Board of Governors, had agreed to some slight modifications in the draft he had prepared, in order to make it identical with the lease draft approved by the Board of Regents on July 9, 1947, and amended December 17, 1947, except as to corrections and additions necessary to specify the final amount of the bond issue, the interest coupon rates, maturity schedule, reserve requirement, and other details that could not be determined until actual sale of the bonds. Mr. Cate stated that the records showed the draft as presented to the Regents to be in effect the same as the draft presented to the Commissioner of Internal Revenue as a basis for a ruling on the tax exemption status of the proposed bonds.

Regent Benedum moved, and it was unanimously voted to authorize the execution of the lease as presented to this meeting; it being understood that this lease is in effect the same lease presented to the Commissioner of Internal Revenue, and on which he predicated his ruling that the bonds be tax exempt; and further, that changes from its present form may be made with the concurrence of the President of the University and the President of the Board of Regents, upon advice of counsel.

A copy of the final lease document follows:

THIS INDENTURE OF LEASE made and entered into as of November 1, 1949, by and between the REGENTS OF THE UNIVERSITY OF OKLAHOMA, a corporation duly organized under the laws of the State of Oklahoma, as Lessor (hereinafter sometimes referred to as "Lessor"), party of the first part, and BOARD OF GOVERNORS OF THE OKLAHOMA STUDENT UNION, a corporation duly organized under the laws of the State of Oklahoma, as Lessee (hereinafter sometimes referred to as "Lessee"), party of the second part, WITNESSETH THAT:

ARTICLE ONE

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This lease is made and entered into by the Lessor and the Lessee pursuant to, and for the purposes set forth in, an Act passed at the Regular Session

*NOTE: See amendment, page 3354-3355, December 14, 1949 meeting.

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of the Twentieth Legislature of the State of Oklahoma, convened on January 2, 1945, as follows:

"SENATE BILL NO. 42

AN ACT relating to the power of the Board of Regents of the University of Oklahoma pertaining to contracts for leasing of portions of the campus of the University of Oklahoma for the purpose of erecting, equipping and maintaining of an addition or additions to the present Student Union Building, authorizing the Board of Regents to fix such fees and charges to pay cost of maintenance and operation of Student Union Building and any additions thereto and cost of such addition and equipment therefor, and declaring an emergency.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

BOARD OF REGENTS - STUDENT UNION BUILDING - LEASE.

Section 1. The Board of Regents of the University of Oklahoma is hereby authorized to lease to the Board of Governors of the Oklahoma Student Union Inc., not to exceed two acres of the campus of the University of Oklahoma at Norman, Oklahoma, for the purpose of erecting, equipping and maintaining thereon an addition or additions to the present Student Union Building to be erected without cost to the state and to be for the use of the students of the University, the duration of said lease shall not exceed ninety-nine (99) years and may be renewed by agreement of both parties. In consideration of the service rendered by the Board of Governors of the Oklahoma Student Union Inc., in caring for the needs of the students of the University, the Board of Regents is authorized to supply heat, light, power and water for said building and to establish an annual rental not to exceed One (\$1.00) Dollar. The Board of Regents is further authorized to incorporate in said lease such regulations with reference to the management and control of the building and the conduct of the students while therein as may be deemed desirable for the welfare of the University. The Board of Regents is further authorized to fix such fees and charges adequate to provide a sum sufficient to pay the cost of the maintenance and operation of the Student Union Building or any addition thereto, and amortization over a specified period of years of the cost of any addition to the said building and equipment therefor.

Approved March 27, 1945. Emergency."

ARTICLE TWO

The Lessor, for and in consideration of the payment of rent by the Lessee as hereinafter required, and of the covenants, agreements, provisions and conditions hereinafter contained on the part of the Lessee to be kept, observed and performed, has demised and leased, and does hereby demise and lease unto the Lessee, the following described real estate situated and being in the City of Norman, County of Cleveland and State of Oklahoma (which does not exceed two acres and is a part of the campus of the University of Oklahoma in said City of Norman) to-wit:

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Beginning at the point of intersection of the west line of Asp Avenue and the south line of Felgar Street in the City of Norman, Cleveland County, State of Oklahoma, according to the recorded plat thereof, running thence north 65.85 feet; thence west 297.5 feet; thence south 65.85 feet; thence east 297.5 feet to the place of beginning and commencing at a point 292.8 feet south of the intersection of the west line of Asp Avenue and the south line of Felgar Street in the City of Norman, Cleveland County, State of Oklahoma, as shown by the recorded plat thereof, and running south 60 feet; thence west 297.5 feet; thence north 60 feet; thence east 297.5 feet to the place of beginning.

TO HAVE AND TO HOLD the above described premises with the rights, privileges, easements and appurtenances thereunto belonging or in anywise appertaining, unto the Lessee for and during the term commencing on the 1st day of November, 1949, and extending to the 9th day of April, 2027, unless said term shall be sooner terminated as hereinafter set forth.

ARTICLE THREE

Section 1. The above described premises are leased to the Lessee for the purpose of erecting, equipping and maintaining thereon and on a portion of the premises described in the lease between the Lessor and the Lessee dated April 9, 1928, on which is erected the present Student Union Building erected by the Lessee (hereinafter called the "present Student Union Building"), additions to the present Student Union Building to be erected without cost to the State of Oklahoma and to be for the use of student of the University of Oklahoma, and the Lessee, in consideration of this lease, hereby covenants and agrees that it will without unnecessary delay, and with all due diligence, prosecute the construction of, and fully complete, free and clear from all mechanics', materialmen's and other construction liens, not later than November 3, 1951, in accordance with the final plans and specifications referred to in the next succeeding paragraph of this Section, two three-story additions to the present Student Union Building of the same type of construction as the present Student Union Building, including all necessary lighting, heating, plumbing, ventilating machinery and apparatus, and all fixtures, equipment and appliances at a cost consisting of and represented by \$2,300,000 aggregate principal amount of bonds of the Lessee to be issued and sold by it as hereinafter provided (hereinafter collectively sometimes called the "additions and equipment therefor").

The additions and equipment therefor shall be constructed, completed and installed in accordance with completed designs, working plans, drawings and final specifications to be prepared by an architect selected and agreed upon by the Lessor and the Lessee (such architect being hereinafter called the "approved architect"). When such designs, plans, drawings and specifications shall have been prepared by the approved architect they shall be submitted to both the Lessor and the Lessee and if and when they shall have been approved in writing by a duly authorized officer or agent of the Lessor and the Lessee, a counterpart thereof shall be delivered to the Lessor, the Lessee and The First National Bank and Trust Company of Oklahoma City, as Trustee under the Indenture of Mortgage of the Lessee, to be dated as of November 1, 1949, hereinafter referred to, and after such approval

and delivery they shall be and are hereinafter called collectively the "final plans and specifications." Such final plans and specifications may, however, be changed and modified at any time during the construction period, as hereinafter defined, upon the approval in writing of the Lessor, the Lessee and an independent engineer having the qualifications specified in said Indenture of Mortgage, designated to act, and acting, hereunder with respect to the construction and completion of said additions or the purchase and installation of equipment therefor (any such independent engineer at any time so designated and acting being hereinafter called "an independent engineer"). The term "construction period" as used in this Section shall mean and include the period of time commencing September 3, 1949, and ending with the date on which the approved architect shall deliver to the Lessor a certificate under his hand which shall also be signed by an independent engineer certifying that said additions have been completed in accordance with the final plans and specifications or changes and modifications thereof made in accordance with the provisions of this Section.

Section 2. Delays occasioned by strikes, lock-outs, acts of God or unavoidable causes other than financial disability shall be taken to extend pro tanto the period of time hereinabove in this Article mentioned.

ARTICLE FOUR

Section 1. The Lessee shall pay to the Lessor an annual rental of One Dollar (\$1.00) for the above described premises, payable in advance on or before the 1st day of November in each year, commencing November 1, 1949.

Section 2. The Lessee, using and applying to such purposes funds received by it from the Lessor pursuant to the provisions of Article Five hereof, shall maintain all buildings, structures and improvements at any time hereafter on the demised premises above described and every part thereof, and all engines, boilers, pumps, machinery, apparatus, fixtures, fittings, and equipment of every kind, in, or that shall be placed in, any building or buildings, or portion thereof, hereafter at any time on said premises, in good repair, working order and condition; and the Lessee, by use and application of such funds, shall from time to time make or cause to be made all needful and proper replacements, repairs, renewals and improvements so that the efficiency and utility of such property shall not be impaired.

Section 3. The Lessee, using and applying to such purposes funds received by it from the Lessor pursuant to the provisions of Article Five hereof, shall comply with all valid acts, rules, regulations, orders and directions of any legislative, executive, administrative or judicial body, applicable to said property or any part thereof, or to the Lessee in the operation of said buildings, structures and improvements, and shall maintain said property in full compliance therewith and in condition satisfactory to and approved by insurance companies and the board of underwriters and other similar organizations as to fire and other insurable risks.

Section 4. The Lessee, using and applying to such purposes funds received by it from the Lessor pursuant to the provisions of Article Five hereof, shall maintain its corporate existence and continue to be a valid and existing corporation under the laws of the State of Oklahoma, and it shall comply with all provisions of the laws of said State and of the United States, failure to

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observe which shall constitute any ground for the cancellation of its charter or termination of its corporate life, or its right to transact business or for the restriction of its operations and activities, or which shall subject it to penalty.

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Section 5. As long as any bonds issued by the Lessee under and secured by its Indenture of Mortgage, to be dated November 1, 1949, hereinafter referred to, shall be outstanding and unpaid, the Lessee, using and applying to such purposes funds received by it from the Lessor pursuant to the provisions of Article Five hereof, shall procure and carry all such insurance as by the terms of said Indenture of Mortgage is required to be carried by it, all policies for such insurance, by rider or otherwise, to be made payable to the Trustee under said Indenture of Mortgage, or to the Lessee and said Trustee as their respective interests may appear, and all such policies to be deposited with said Trustee. The proceeds of all such policies of insurance shall be applied in accordance with the terms and provisions of said Indenture of Mortgage. After all of such bonds shall have been paid and retired, the Lessee, using and applying to such purposes funds received by it from the Lessor pursuant to the provisions of Article Five hereof, shall continue to carry such insurance as shall from time to time be requested by the Lessor, all policies therefor to be payable as the Lessor and the Lessee shall then mutually agree.

Section 6. The Lessee, using and applying to such purposes funds received by it from the Lessor pursuant to the provisions of Article Five hereof, shall maintain such officers and employees as are necessary to keep and maintain the facilities and equipment contained in and afforded by said additions in suitable condition for use by the students of the University of Oklahoma.

Section 7. Appropriate fidelity bonds as requested by the Lessor shall be provided by Lessee to insure faithful performance of duties by all managing officers of said Lessee and all employees handling the funds of said Lessee, the cost of such bonds to be considered as an operating cost of such Lessee.

ARTICLE FIVE

Section 1. The cost of said additions to be erected by the Lessee and the equipment therefor is to be provided by the issuance and sale by the Lessee of \$2,300,000 aggregate principal amount of bonds, to be issued under and secured by an Indenture of Mortgage from the Lessee to The First National Bank and Trust Company of Oklahoma City, as Trustee (said The First National Bank and Trust Company of Oklahoma City and each of its successors in trust under said indenture being hereinafter called the Trustee"), dated as of November 1, 1949, (hereinafter called the "Indenture of Mortgage").

Such indenture shall have no provision therein inconsistent with any provision of this Lease Agreement. Said bonds are to mature serially as next hereinafter set forth in the following schedule:

| <u>Year Ending</u> <u>November 1</u> | <u>Amount</u> |
|---|---------------|
| 1950 | \$48,000 |
| 1951 | 50,000 |
| 1952 | 51,000 |

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| <u>Year Ending</u> <u>November 1</u> | <u>Amount</u> |
|---|---------------|
| 1953 | \$53,000 |
| 1954 | 54,000 |
| 1955 | 56,000 |
| 1956 | 58,000 |
| 1957 | 60,000 |
| 1958 | 61,000 |
| 1959 | 63,000 |
| 1960 | 65,000 |
| 1961 | 67,000 |
| 1962 | 69,000 |
| 1963 | 71,000 |
| 1964 | 73,000 |
| 1965 | 75,000 |
| 1966 | 78,000 |
| 1967 | 80,000 |
| 1968 | 82,000 |
| 1969 | 85,000 |
| 1970 | 87,000 |
| 1971 | 90,000 |
| 1972 | 93,000 |
| 1973 | 96,000 |
| 1974 | 98,000 |
| 1975 | 101,000 |
| 1976 | 104,000 |
| 1977 | 107,000 |
| 1978 | 111,000 |
| 1979 | 114,000 |

Said bonds bearing interest as follows: Bonds maturing on November 1 in each of the years 1950 to 1954, inclusive, at the rate of 6 per cent per annum; bonds maturing on November 1 in each of the years 1955 to 1957, inclusive, at the rate of 2.60 per cent per annum; bonds maturing on November 1 in each of the years 1958 to 1979, inclusive, at the rate of 2.80 per cent per annum. The proceeds of said bonds, amounting to not less than \$2,300,000, shall be deposited with the Trustee and applied, to the extent necessary, to payment for said additions and equipment therefor in accordance with applicable provisions of the Indenture of Mortgage. If the proceeds of said bonds shall exceed the cost of said additions and equipment therefor, the remainder of such proceeds shall be applied, as provided in the Indenture of Mortgage, to the establishment of the required reserve or redemption of such principal amount of said bonds on the earliest redeemable dates as shall exhaust as nearly as may be such excess proceeds, and the remainder of said bonds not so retired by application of excess proceeds of said bonds as aforesaid, or the entire issue of said bonds in the aggregate principal amount of \$2,300,000, if there be no such excess proceeds applied to retirement of any of said bonds, shall be and represent the cost of said additions and equipment therefor to be amortized as hereinafter provided.

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The Lessor, pursuant to the authority expressly granted to it by the Act hereinabove set forth, hereby irrevocably covenants and agrees, in consideration of the erection of said additions to the present Student Union Building and the providing of equipment therefor, without cost to the State of Oklahoma, and for the use of the students of the University of Oklahoma, that it will so long as any of said bonds of the Lessee are outstanding and unpaid, for the account of the Lessee and for the use and benefit of the Trustee and the holders from time to time of said bonds of the Lessee, fix and collect such fees and charges from the students of the University of Oklahoma in attendance at Norman, Oklahoma, as shall yield a sum adequate to pay the principal and interest on said bonds as such principal and interest shall respectively mature and come due by the terms of said bonds and the coupons appertaining thereto. That such annual fees and charges will equal 130 per cent of the average annual requirements for principal and interest payments of the bond issue, or \$152,555, whichever is larger. After all requirements for current principal and interest have been provided for, the money paid into the bond fund shall be accumulated to an aggregate of \$175,000 as a reserve for the payment of principal and interest, which shall be used only to pay principal of or interest on the bonds falling due at any time as to which there would be a default if the money in the reserve fund were not so used. After a sufficient portion of the said mandatory annual collection of student fee income has been paid into the bond fund to meet the requirements of the bond year for interest, principal and reserve requirements, the remaining surplus may be used for operation, maintenance, replacements or improvements, or for retirement of bonds prior to maturity, in accordance with the applicable provisions of the Indenture of Mortgage thereby providing for the complete amortization of said bonds representing the cost of said additions and equipment therefor over said period commencing November 1, 1949, and ending November 1, 1979. The Lessee hereby irrevocably directs that all such fees and charges so fixed and collected by the Lessor for the purpose of so amortizing said bonds shall be by the Lessor, promptly as and when such fees and charges are collected, paid over to the Trustee for application by it to the payment of the principal of and interest on said bonds as aforesaid, such payment to the Trustee constituting full acquittance to the Lessor therefor. The Lessor hereby covenants and agrees, for the express use and benefit of the Trustee and the holders from time to time of said bonds, that it will so pay over such fees and charges to the Trustee for application as aforesaid. Failure of the Lessor to collect and pay over to the Trustee the full amount above required for any such period shall not relieve it of its obligation to fix and collect the necessary fees and charges to make up any deficiency resulting from any such failure, and the obligation of the Lessor to provide funds for such amortization at the full rates above specified shall continue until said bonds of the Lessee are fully paid and retired; provided that said bonds shall not be an indebtedness of the State of Oklahoma, or of the University of Oklahoma, or of the Board of Regents thereof, but shall be special obligations payable solely from such fees and charges.

Section 2. The Lessor, further for the considerations aforesaid, and in consideration of the service rendered and to be rendered by the Lessee in caring for the needs of the students of the University of Oklahoma, hereby irrevocably covenants and agrees that it will for and during the term of this lease supply heat, light, power and water for said additions, either without cost or at not

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more than actual cost price to the University, at the election of Lessor, and will fix and collect such fees and charges from the students of the University of Oklahoma, in attendance at Norman, Oklahoma, in addition to the fees and charges to be fixed and collected by it pursuant to Section 1 of this Article, adequate to provide all expenditures required or necessary to be made, in the judgment of Lessor, by the Lessee in the provisions of Article Four hereof (other than the annual rental for the demised premises) and all expenditures for heat, light, water and power for said additions, provided that as an aid to the Lessor in determining what shall be an adequate or necessary amount, in the judgment of Lessor, for maintenance and operation, the Lessee shall on or before July 1 of each year submit to the Lessor a detailed annual budget.

ARTICLE SIX

The Lessee may maintain and carry on in the said additions such activities as it may deem necessary to fulfill the objects of the Lessee and may sublease any part of said additions for such purposes; provided, however, that all such activities and all such subleases shall be in accordance with general rules and regulations and under policies prescribed by Lessor for utilization of the Student Union Building, the additions thereto and equipment, for the conduct of students and for the management of student affairs, except that prescription of such rules, regulations and policies shall include provision for reasonably necessary office facilities for an officer or officers of the University of Oklahoma Association; and provided further that all charges made for services, merchandise and use of facilities shall be in accordance with pricing policies to be agreed upon by Lessor and Lessee.

ARTICLE SEVEN

In the event that final plans and specifications for said additions and the equipment therefor shall not have been approved by the Lessor and the Lessee on or before the 1st day of November, 1949, or in the event that the Lessee shall not have issued its bonds in the principal amount of \$2,300,000 as hereinabove contemplated, and deposited the proceeds thereof with the Trustee as hereinabove provided, on or before the 1st day of February, 1950, this lease shall upon that date automatically terminate without any action on the part of the Lessor or the Lessee.

In the event of default by the Lessee in the performance of any of the covenants, including the provisos of Article Six except the covenant for the payment of rent, for a period of One Hundred Twenty (120) days after the delivery of written notice of such default by the Lessor to the Lessee, this lease may be terminated for cause shown by the Lessor in some court of competent jurisdiction in Oklahoma and judgment thereon rendered for default in the performance of any covenant including either of the provisos of Article Six, providing that upon cancellation of this lease in the manner aforesaid, the Regents of the University of Oklahoma, Lessor herein, in consideration of the benefits conferred on the University by the construction of said additions to the Union Building, hereby agrees that it will continue, as long as any of the said bonds of the Lessee are outstanding and unpaid:

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- (a) To fix and collect such fees and charges from the students of the University of Oklahoma, in attendance at Norman, Oklahoma, as shall yield a sum adequate to pay the principal of and interest on said Bonds and the bond reserve requirement as such principal and interest shall respectively mature and come due by the terms of said Bonds and the coupons appertaining thereto; and to collect such fees and charges in the aggregate amount provided for in Article Five, Section 1 herein;
- (b) To pay all such fees and charges necessary to meet interest, principal and reserve requirements, promptly as and when collected to the Trustee for application by it to the payment of the principal of and interest on said bonds and the bond reserve requirements as aforesaid;
- (c) To perform all of its other covenants and agreements herein contained, directly for the benefit of the Trustee and the holders of said Bonds, notwithstanding the fact that such covenants and agreements were initially in whole or in part herein expressed to be in favor of and for the benefit of the Lessee; and
- (d) To perform and discharge for the benefit of the Trustee and the holders of said Bonds, all of the obligations of the Lessee hereunder (except for the payment of rent) and all of the obligations of the Lessee under said Bonds and the Indenture of Mortgage securing said Bonds.

ARTICLE EIGHT

The Lessor, to the extent that it may lawfully so do, hereby consents (a) that the Lessee may mortgage its leasehold estates created by and acquired under and by virtue of this lease and of that certain lease between the Lessor and the Lessee dated April 9, 1928, whereby there is demised to the Lessee the land whereon is located the present Student Union Building to secure the issue of \$2,300,000 in bonds herein provided for, and the Lessor shall be bound to carry out the terms of any final judgment of foreclosure rendered by any court, and (b) to any assignment or transfer of this lease or of said lease dated April 9, 1928, or of the leasehold estates of the Lessee thereunder, resulting from the foreclosure of, or any other action taken to enforce, the Indenture of Mortgage, hereinabove referred to, to be entered into by and between the Lessee and The

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First National Bank and Trust Company of Oklahoma City, as Trustee, and to be dated November 1, 1949. To the extent that it shall be unlawful for the Lessor to give and grant the consents in this Article embraced, such consents shall be wholly inoperative but the invalidity of any provision of this Article shall not affect or impair the validity of any other provision in this lease contained.

ARTICLE NINE

It is covenanted and agreed by and between the parties hereto that all the covenants, agreements, conditions and undertakings in this lease contained shall extend to and be binding upon the respective successors and assigns of the respective parties hereto the same as if in every case so expressed, and such covenants, agreements, conditions and undertakings shall constitute covenants running with the land; but neither the members of the Board of Regents or any officers of the Lessor nor the members of the Board of Trustees or any officers of the Lessee shall incur any personal or individual liability by virtue hereof.

It is an express condition of this lease, notwithstanding any provision of Article Eight or any other provision hereinabove contained, that said additions to the present Student Union Building and the equipment therefor shall never be devoted to any uses or purposes other than caring for the needs of the students of the University of Oklahoma and thereby promoting and assisting in the performance of the educational functions of the University of Oklahoma.

Executed in triplicate this _____ day of _____, 1949.

IN WITNESS WHEREOF, the party of the first part has caused its corporate name to be hereunto subscribed by its President, its corporate seal to be hereto affixed and said seal to be attested, and this lease to be countersigned by its Secretary, and the party of the second part has caused its corporate name to be hereunto subscribed by its President, its corporate seal to be hereto affixed and said seal to be attested, and this lease to be countersigned by its Secretary, all as of the day and year first above written.

REGENTS OF THE UNIVERSITY OF OKLAHOMA,
a corporation

By _____
President

October 12, 1949

Attest:

Countersigned:

Secretary

Witnesses to the execution
hereof by Regents of the
University of Oklahoma:

BOARD OF GOVERNORS OF THE OKLAHOMA
STUDENT UNION, a corporation

By _____
President

Attest:

Countersigned:

Secretary

Witnesses to the execution
hereof by Board of Governors
of the Oklahoma Student Union:

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STATE OF OKLAHOMA)
) SS
COUNTY OF CLEVELAND)

Before me, _____, a Notary Public in and for said state on this _____ day of _____, 1949, personally appeared _____, to me known to be the identical person who subscribed the name of the REGENTS OF THE UNIVERSITY OF OKLAHOMA, one of the makers thereof, to the foregoing instrument as its President and acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

Notary Public

My Commission expires _____.

STATE OF OKLAHOMA)
) SS
COUNTY OF CLEVELAND)

Before me, _____, a Notary Public in and for said state on this _____ day of _____, 1949, personally appeared _____, to me known to be the identical person who subscribed the name of BOARD OF GOVERNORS OF THE OKLAHOMA STUDENT UNION, one of the makers thereof, to the foregoing instrument as its President and acknowledged to me that he executed the same as his free and voluntary act and deed and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

Notary Public

My commission expires _____.

Regent Benedum reported that the Board of Governors of the Oklahoma Memorial Union had received competitive bids on the bond issue in the amount of \$2,300,000 on October 11; that five bids were submitted, and that the Board of Governors accepted the bid of Shields and Company, New York, and Associates at a total net interest cost of \$1,161,708, which is an effective net interest rate of 2.855582, subject to approval of the Board of Regents.

Regent Benedum moved, and it was unanimously voted that the bid of Shields and Company, New York, and Associates, with an interest rate of 2.855582 on the entire issue be accepted, this being the lowest bid submitted. (Previous action of the Regents provided that the rate of interest be approved by the Regents.)

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President Cross stated several items not on the agenda had developed and asked permission to present them. It was agreed that President Cross proceed.

Recommended that Dr. Verne H. Schnee, Director of the University of Oklahoma Research Institute be given the rank and title of Professor of Metallurgy, College of Engineering, as of September 1, 1949, the date of his original appointment.

Approved.

President Cross read a letter from Dr. James O. Hood, Director of Student Health Service with reference to the appointment of Dr. Joe E. Collins, as a staff physician. The wife, Dr. Mabelle S. Collins is now one of the staff physicians. To employ Dr. Joe E. Collins would violate the Regents' regulation concerning the appointment of relatives. Both of the above are well qualified and it is in the interests of the University to employ Dr. Joe Collins.

President Cross recommended that the regulation concerning the employment of relatives be waived in this case.

Moved by Regent Shartel, and voted, that the recommendation be approved.

There was further discussion concerning the regulation on the employment of relatives and President Cross stated he would like to see some modification, particularly in the non-academic positions, or in employment that does not involve tenure. It was suggested that President Cross bring before the Regents at the next meeting a revision of the regulation.

The resignation of Dr. Evelyn Rude, staff physician in the Student Health Service, effective October 15, 1949, was presented. The resignation was accepted.

A letter from Walter Kraft regarding the publication of Harold Keith's book "Oklahoma Kick-Off" was read by President Cross. The Athletic Council recommends that an expenditure of \$2,221.16 for approximately 800 copies of the book be authorized, the books to be sent to high schools and other selected schools in the State. At the Regents' meeting on December 18, 1946, it was voted to approve underwriting the publication, by the Athletic Department, in the amount of \$2,300.

It was voted to approve the President's recommendation that the Athletic Department purchase the books at a total cost of \$2,221.16.

President Cross reported that Dr. Harold Hinman, Director of Public Health had been offered a position by the School of Public Health, Columbia University, to develop a new School of Tropical Medicine in Puerto Rico, at a salary of from twelve to fifteen thousand dollars. Dr. Hinman's salary here is \$9,000.

Dr. Cross stated the first he knew of the offer was when he received the carbon copy of Dr. Hinman's letter declining the position. He stated further that this is only one of several positions at much higher salaries that had been offered to members of the staff, mentioning particularly Dean Snyder who had been offered a position in the Institute of Human Genetics, Harvard, and Savoie Lottinville, with a publishing house in the East.

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President Cross was asked to write a letter of appreciation on behalf of the Regents to Dr. Hinman, and to any others under similar circumstances.

There was a discussion concerning the graduation requirements in the School of Law as recently announced from the office of the Dean. These requirements would change the total number of hours from 82 to 86; students would be limited to an enrolment of 14 hours each semester which would necessitate attendance of one additional summer session. President Cross stated the matter had not been discussed with him but that he would take it up with Acting Dean Sneed and ask that the matter be brought before the Council on Instruction. No further action was taken by the Regents.

There was a discussion concerning the paving on Lindsay Street. The matter had been discussed with H. E. Bailey, of the State Highway Department, and he had informed the University it would be impossible to make highway improvements since the area is within limits of the City of Norman. Regent Benedum stated the City of Norman does not have funds for this purpose, that there is a possibility Highway 9 might be routed through the campus by way of Lindsay Street in which event the maintenance of the street would be the responsibility of the State. President Cross expressed objection to such a plan because it would add traffic on a street between the main campus and much of University housing, especially the new Women's dormitories.

No action was taken by the Regents on the above.

President Cross presented a revised "Statement of Needs for Repairs, Modernization and New Buildings" on the Norman Campus and the Oklahoma City campus. The original statement was presented to the Regents at the September meeting. Regent McBride moved that the Journalism Building, which now appears in ninth place in the list on page six of building priorities be moved to fourth place. It was voted to amend the list in accordance with the McBride motion.

Following a discussion it was unanimously voted to approve, for submission to the State Regents for Higher Education, the "Statement of Needs for Repairs, Modernization and New Buildings" as amended.

President Cross presented a form for easement to the Oklahoma Gas and Electric Company granting permission to enter upon and erect, operate and maintain a system of poles, structures, wires and fixtures for the transmission of electric current to the buildings on the Medical School campus.

It was unanimously voted to approve this easement, and the President of the Regents was authorized to execute the document on behalf of the Regents.

President Cross stated he had received a communication from the executors of the Wentz estate concerning the lots west of the campus formerly owned by the Oklahoma School of Religion. He stated this is the only vacant property adjacent to the campus and that the University should acquire it for a location for men's dormitories, classroom buildings, or other University expansion. There are 52 lots and a price of \$80,000 has been suggested by the executors. A local real estate man has estimated that they might bring as much as \$100,000 if sold in parts. President Cross stated the purchase might be handled in some way.

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On motion by Regent Benedum it was voted that the President be authorized to negotiate for the purchase of the Wentz lots, and that the matter be resubmitted to the Regents.

President Cross reported that the Women's Quadrangle project has been completed, with minor adjustments yet to be made, and that the architects, Sorey, Hill and Sorey, have recommended acceptance of the buildings with exceptions on a final test of the Dining Hall heating system as soon as weather permits, and with regard to moisture penetration of the masonry walls of the five buildings. President Cross recommended that the buildings be accepted with the following stipulation: "that an amount of \$10,000 be withheld from money due the contractor on this project or that the Contractor furnish a bond for a period of at least one year from the date of acceptance of this contract by the Regents. This bond is to be separate and distinct from any maintenance guarantee and that it be for the purpose of a guarantee against a possible defect in the masonry walls."

On motion by Regent Benedum it was voted to approve the recommendation.

Recommended that the Regents authorize allocation of the following incidental and bond fees from the general fee paid by each student for the Fall Semester of 1949:

| | | |
|----------------------------|-------------|----------------|
| <u>Bond Issue Fees</u> | | |
| Power Plant Bond Issue | \$6.00 | |
| Stadium Bond Issue | <u>5.25</u> | \$11.25 |
| <u>Incidental Fees</u> | | |
| Health Service | 6.50 | |
| Student Union | 4.00* | |
| Oklahoma Daily | 1.00 | |
| Student Government | <u>.50</u> | |
| | | <u>\$12.00</u> |
| | | \$23.25 |

*To be impounded for uses previously approved; fee pledged to Union Bond Issue will begin Second Semester.

Approved.

President Cross reported that bids on the remodeling work at Woodrow Wilson Center were opened on September 27. A tabulation of the four bids received follows:

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| CONTRACTORS | Bailey Construction Co. Norman, Oklahoma Base Bid 5% \$1700 | Barbour and Short Norman, Oklahoma B.B. \$1700 | B. B. Benson Chickasha, Oklahoma B.B. \$2,000 | Gowen Construction Co. Shawnee, Oklahoma B.B. 5% Bid | |
|-------------|---|--|---|--|---|
| SECTION A | \$8,920.00 | \$8,378.00 | \$18,597.00 | \$11,100.00 | Lounge, Gameroom, Reading Corner, Corridor from Reading Corner to Post Office, Men's & Women's Toilet Room. |
| SECTION B | 6,912.00 | 5,251.00 | 4,760.00 | 6,550.00 | Snack Bar; Snack Bar Storage |
| SECTION C | 480.00 | 380.00 | 300.00 | 550.00 | Meeting Room |
| SECTION D | 2,626.00 | 2,594.00 | 3,500.00 | 3,285.00 | Post Office |
| SECTION E | 4,485.00 | 4,698.00 | 4,950.00 | 5,700.00 | Assembly Room |
| SECTION F | 3,056.00 | 3,327.00 | 2,060.00 | 3,670.00 | Apartment |
| SECTION G | 1,682.00 | 3,264.00 | 1,850.00 | 1,230.00 | Kitchen Storage |
| SECTION H | 3,640.00 | 4,288.00 | 1,950.00 | 2,766.00 | Dining Room |
| SECTION I | <u>5,130.00</u> | <u>5,629.00</u> | <u>4,100.00</u> | <u>2,695.00</u> | Dormitory Lounges (7 in number) |
| # | \$36,931.00 | \$37,809.00 | \$42,067.00 | \$37,546.00 | |

The Woodrow Wilson Center Bond Improvement Fund now has remaining about \$34,000 from which we must also pay the architect's fee. We have available in the Woodrow Wilson Center Capital Improvement Fund the additional amount necessary, including the architect's fee.

President Cross recommended that the bid of Bailey Construction Company, Norman, be accepted.

Regent Benedum moved, and it was voted to award the contract to the Bailey Construction Company, and that the President of the Regents be authorized to execute the contract on behalf of the Regents.

President Cross stated that it has been suggested to name the new Geology building as a memorial to the late Dr. Charles N. Gould, the first instructor in Geology in the University, and later Director of the Oklahoma Geological Survey. He called attention to the Regents regulation which provides that no building be named until two years after the death of an individual; Dr. Gould died on August 13, 1949.

Change order 9-15-50 \$37341.50 RC

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Following a discussion it was voted to amend the regulation to provide that no building be named as a memorial to an individual until "after his death" and to eliminate the two-year provision.

It was moved by Regent Shepler, and unanimously voted, to name the new Geology building as a memorial to Dr. Charles N. Gould.

President Cross submitted the plans and specifications for the construction of an 18-hole golf course on the South Campus, and the bid of Mr. Perry Maxwell in the amount of \$84,300 according to the plans and specifications was submitted.

It was voted, on motion by Regent White, seconded by Regent Morgan, to approve the plans and specifications of the golf course, and to accept the bid of Mr. Perry Maxwell; that the President of the Regents be authorized to execute the contract with Mr. Maxwell on behalf of the Regents.

Recess for lunch at 12:30 p.m.

Reconvened in the President's office at 1:30 with Joe McBride, Vice President, presiding in the absence of Regent Emery.

President Cross reported that an investigation has been made concerning the costs of permanent housing for Negro students in accordance with the instructions given by the Regents at the September meeting. The University architect estimates that a dormitory for fifty students would cost approximately \$150,000, including architect's fees. Separate buildings for men and women would total approximately \$300,000. He stated such a project could not be financed with self-liquidating bonds unless the enrolment of Negro students is consistently well in excess of the capacity of the dormitories so that they could be kept full or nearly full by requiring Negro students to live in them.

Regent McBride asked "that the President of the University write to the State Regents for Higher Education asking that funds be provided for dormitories for each of fifty Negro men students and fifty Negro women students at an approximate cost of \$150,000 each (\$300,000 for the two dormitories) with the request that the State Regents present this to the Governor and the special session of the Legislature to be convened in the near future by the Governor; that this dormitory program not be considered as a part of the \$36,000,000 bond issue."

Regent Shepler stated he would like to move for approval of Mr. McBride's request, and it was unanimously approved.

Recommended authorization to purchase paper stock of various kinds for use of the Printing Division of the University Press at a cost of approximately \$10,211.32.

Approved.

Recommended that the Regents authorize the following steps for preparation of plans and specifications for the new Aeronautical Engineering Building on the North Campus of the University:

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(1) That the site of the North Hangar which was destroyed by the tornado last spring be designated as site for the new building, so that the concrete floor slab and the hangar heating plant which were virtually undamaged by the storm may be utilized in construction of the new building.

(2) That \$100,000 of the amount remaining in the tornado repair and restoration fund allocated by the State Regents be set aside as a special fund to pay the cost of preparation of the plans and specifications for the Aeronautical Engineering Building, and the cost of constructing and equipping the building.

(3) That \$900 of the \$100,000 fund (1% of the estimated cost of construction) be set aside in a special account to be expended on order of the University Architect for the preparation of preliminary plans for the building.

(4) That, in accordance with recommendation of the University Architect and the Financial Vice President of the University, William S. Burgett, of the University Architecture faculty, be appointed to prepare the plans on the following terms:

- a) All necessary expenses for supplies, materials, drafting assistants and other incidentals in connection with preparation of the preliminary plans to be paid on order of the University Architect from the special \$900 fund;
- b) The Architect to be paid, as a professional fee for preparation of the plans, the sum remaining in the \$900 fund after payment of necessary expenses as provided for in "a.)" above; such payment to be made upon completion of the preliminary plans and acceptance by the Board of Regents;
- c) The plans to be prepared in accordance with general campus architectural policies established by the University Architect;
- d) Working drawings and specifications to be prepared by a firm of practicing architects to be designated later by the Board of Regents as "Associate Architect" for the project.

Approved on motion by Regent Benedum.

Reported that in November, 1947, the University entered into a cooperative program between the College of Education Laboratory School and the Norman Public Schools whereby Supervisors and Practice Teachers work part time in the Norman Public Schools and a part of the salaries of the University staff members are paid by the Board of Education of the City of Norman. The following teachers in the University School are affected under this program during the current school year, and the salary for each from the University and the City of Norman, are shown:

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| Name | Total Salary | From OU | From Norman City Schools |
|------------------------|--------------|-----------|--------------------------|
| Frances Dunham | \$2,800.00 | \$ 100.00 | \$2,700.00 |
| Ruth Elder | 4,300.00 | 1,600.00 | 2,700.00 |
| Edith Steanson | 3,000.00 | 300.00 | 2,700.00 |
| Ruth Fell | 3,500.00 | 800.00 | 2,700.00 |
| Charles Caldwell | 3,800.00 | 1,100.00 | 2,700.00 |
| Benjamin A. Cartwright | 4,000.00 | 1,100.00 | 2,900.00 |

The division of salaries as above shown is effective September 1, 1949.

President Cross recommended approval of this cooperative program for the current school year.

Approved on motion by Regent Shepler.

President Cross made the following report with reference to field work in the School of Social Work:

"In order for the University of Oklahoma School of Social Work to offer an accredited two-year graduate program, it is necessary for each student to take a substantial amount of field work under the direct supervision of some appropriate welfare organization staffed by a person or persons who have the necessary academic training to supervise graduate work in this field.

"The number of welfare agency staff members in Oklahoma who are qualified to give such supervision is so limited that this year it has become necessary for the School of Social Work to recommend placing some of its graduate students with welfare agencies outside Oklahoma in order to complete the necessary field training.

"It has been customary for the University to pay welfare agency staff members who supervise graduate work of University students a small stipend, and in order to insure satisfactory supervision it is believed essential that the same practice be followed with respect to such programs in several cities in Texas where the School of Social Work desires to place graduate students for field work this year.

Dr. John B. Cheadle, the President's Legal Advisor, was asked whether there might be any legal objection to employment of persons residing outside the State to do supervisory work of this kind. Dr. Cheadle has given me a memorandum which states in part:

"The Regents of the University, if they find such a course necessary for the benefit of University students enrolled in Oklahoma, should have a discretion in the method of completing the work in places beyond the State borders if such a course is necessary and convenient for some particular phase of University work.

'It is true that the purpose of the University is to serve the State of Oklahoma and its citizens and not the State of Texas, but here the only problem is service to University students to enable them to complete degree requirements in the University of Oklahoma.' "

October 12, 1949

Recommended that the Regents approve the plan as necessary and convenient to accomplish the purposes of the University of Oklahoma.

Approved on motion by Regent Benedum.

President Cross reported the death of Vester E. Willoughby, Associate Professor of Mechanics and Engineering Metallurgy, on Saturday, September 24. Professor Willoughby was injured by a gas explosion in his home several days prior to his death.

President Cross was asked to send an expression of sympathy on behalf of the Regents to Mrs. Willoughby and other members of the family.

Reported the following faculty resignations and recommended acceptance:

Robert G. Brown, Instructor in Pharmacy, resignation effective September 1, 1949.

Richard David Hughes, part-time Instructor in Geology, resigned June 1, 1949.

Charles L. Leopold, Special Instructor, Social Work, resigned June 1, 1949.

Gladys Reed Truett, Instructor in Home Economics, resigned September 1, 1949.

Urnald T. Waterfall, Instructor in Plant Sciences, resigned September 16, 1949.

Resignations accepted.

Recommended the following faculty appointments:

Stanley Arnold Bloch, Special Instructor in Petroleum Engineering, \$4200 for 9 months service, effective September 1, 1949.

Celia M. Bryant, reappoint as Teaching Assistant in Music, \$1,000 for 4½ months service, effective September 1, 1949 to January 16, 1950.

Mrs. Doris Ramsey Caldwell, Instructor in Home Economics, \$1,350 for 4½ months service, effective September 1, 1949 to January 16, 1950.

Israel Chodos, Special Instructor in Modern Languages, \$1.00 for 9 months service, effective September 1, 1949. Reappointment.

Miss Dorritt F. Friedlander, Instructor in Modern Languages, \$2600 for 9 months service, effective September 1, 1949.

George Henry Guthrey, Special Lecturer and Psychiatric Consultant to University Guidance Service, Psychology Department, \$450 for 9 months service, effective September 1, 1949.

Elizabeth G. House, Teaching Assistant in Music, \$1,000 for 4½ months service, effective September 1, 1949 to January 16, 1950.

Wei-Ta Huang, Assistant Professor of Geology, \$3,200 for 9 months service, effective September 1, 1949.

Sister M. Bonaventure Hirner, Special Lecturer in Home Economics, no salary, effective August 6, 1949.

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Joseph Houston Jones, Jr., Teaching Assistant in Engineering Drawing, \$405 for 9 months service, 1/4 time, effective September 1, 1949.

Kenneth Emberry McAfee, Visiting Associate Professor of Law, \$1200 for 4 1/2 months service, 1/2 time, effective September 1, 1949 to January 16, 1950.

Arthur Park, Teaching Assistant, University School, \$405 for 9 months service, 1/4 time, effective September 1, 1949.

Charles C. Stueve, Special Instructor in Mechanics, \$300 per month for 4 months service, effective October 3 through January 28, 1950.

Approved.

Recommended approval of faculty title and salary changes as shown below:

LeRoy E. Erwin, change from Graduate Assistant at \$810 for 9 months to Instructor, Mechanical Engineering at \$3,000 for 9 months service, effective September 1, 1949.

Lawrence Freeman, additional title of Assistant to the Dean of the College of Business Administration and increase salary rate from \$4300 to \$4500 for 9 months service, effective September 1, 1949.

Henry W. Phelps, Teaching Assistant in Pharmacognosy, School of Pharmacy, change from 1/3 time at \$75 per month to 1/2 time at \$90 per month, effective September 1, 1949.

Jodie C. Smith, change from Special Instructor at \$2,250 for 3/4 time to Instructor at \$3,200 for full time, effective September 1, 1949. Business Communication.

Philip Prescott Chandler, change from Graduate Assistant to Instructor in Geology, \$1200 for 1/2 time, effective September 1, 1949.

John Leslie Edwards, change from Graduate Assistant to Instructor in Geology at \$1200 for 9 months service, 1/2 time, September 1, 1949.

Robert Lang, change from Graduate Assistant to Instructor in Geology at \$1200 for 9 months service, 1/2 time, effective September 1, 1949.

W. C. McGrew, Assistant Professor in Accounting, increase salary from \$3200 to \$3500 for 9 months service, effective September 1, 1949.

Jimmie Lee Williford, change from Graduate Assistant to Instructor in Geology at \$1200 for 9 months service, 1/2 time, September 1, 1949.

H. E. Wrinkle, change title from Professor of Education and Director of Field Relations to Professor of Education, September 1, 1949.

Approved.

Recommended approval of appointments of graduate assistants, and resignations as shown below:

October 12, 1949

APPOINTMENTS:

Miss Alice Anderson, Graduate Assistant in Psychology, \$810 for 9 months service, effective September 1, 1949.

Elwood L. Baldwin, Humble Fellowship, \$1,250 for 9 months service, effective September 1, 1949.

Edwin H. Battley, part-time Research Assistant, Federal Security Grant, \$810 for 9 months service, effective September 1, 1949.

Clyde G. Beckwith, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

Gladys Dart Berenda, Research Assistant, Federal Security Grant, \$1800 for 9 months service, effective September 1, 1949.

Jane A. Bullock, part-time Research Assistant, Federal Security Grant, \$1250 for 9 months service, effective September 1, 1949.

Harry E. Christian, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

James Harold Cobbs, Graduate Assistant in Petroleum Engineering, \$810 for 9 months service, effective September 1, 1949.

Miss Mary J. Cole, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

Miss Jeannette Elise Giltner, Graduate Assistant in Zoological Sciences, \$810 for 9 months service, effective September 1, 1949.

Wilmer Earl Goad, Graduate Assistant in Petroleum Engineering, \$810 for 9 months service, effective September 1, 1949.

George Carl Hale, Graduate Assistant in Petroleum Engineering, \$810 for 9 months service, effective September 1, 1949.

Frank E. Heaston, Graduate Assistant in Journalism, \$810 for 9 months service, effective September 1, 1949.

James L. Huitt, Fellow, Magnolia Petroleum Company Fellowship, \$1500 for 12 months service, effective September 1, 1949.

Mrs. Bilye Irene Jobe, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

Orace Elmo Johnson, Graduate Assistant in Journalism, \$810 for 9 months service, effective September 1, 1949.

John William LaRue, Stanolind Fellow, Petroleum Engineering, \$1250 for 9 months service, effective September 1, 1949.

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Donald E. Luff, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

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Roderick Francis MacDonald, Jr., Graduate Assistant in Speech-Radio, \$810 for 9 months service, effective September 1, 1949.

Mathias L. Maurer, Graduate Assistant in Industrial Education, \$405 for 4½ months service, effective September 1, 1949 to January 16, 1950.

Robert Gilmore McKinnell, Graduate Assistant in Zoological Sciences, \$810 for 9 months service, effective September 1, 1949.

Dale Patrick McNallen, Graduate Assistant in University Bands, \$810 for 9 months service, effective September 1, 1949.

Robert Rex Meyers, Graduate Assistant in English, \$810 for 9 months service, effective September 1, 1949.

Holland H. Mondy, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

Walton Douglas Nichols, Graduate Assistant in Journalism, \$810 for 9 months service, effective September 1, 1949.

Earl LeMoyné O'Neal, Graduate Assistant in Pharmacy, \$810 for 9 months service, effective September 1, 1949.

Gene K. Reimuth, Graduate Assistant in Chemical Engineering, \$810 for 9 months service, effective September 1, 1949.

Jack D. Schulze, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

James G. Seay, Texas Company Fellowship, \$1200 for 12 months service, effective September 1, 1949.

Harold Martin Seeley, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

I. D. Simpson, Jr., Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

John W. Spears, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

Wayne Foster Stanford, Graduate Assistant in Geology, \$810 for 9 months service, effective September 1, 1949.

Francis M. Townsend, Graduate Assistant in Chemical Engineering, \$810 for 9 months service, effective September 1, 1949. Reappointment.

Carlos R. Vaughn, Graduate Assistant in Petroleum Engineering, \$810 for 9 months service, effective September 1, 1949.

Robert Gerald McIntyre, Graduate Assistant in Physics, \$810 for 9 months service, effective September 1, 1949.

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Clay Wilson, Jr., Graduate Assistant in Zoological Sciences, \$810 for 9 months service, effective September 1, 1949.

CHANGES:

Walter C. Brown, Graduate Assistant in Mathematics and Astronomy, salary changed from \$1080 to \$810 for 9 months service, effective September 1, 1949.

Kenneth Keith Faulkner, change from Graduate Assistant in Zoological Sciences to Research Assistant in Research Corporation, \$810 for 9 months service, effective September 1, 1949.

Charles William Young, change from Graduate Assistant in Chemistry to William Earl Schleuter Research Fellowship, \$1,000 for 8 months service, October 1, 1949.

RESIGNATIONS:

Marie Benedetto, Graduate Assistant in Modern Languages, resigned September 1, 1949.

Levita Bollinger, Graduate Assistant in Social Work, resigned September 1, 1949.

Frank W. Cole, Graduate Assistant in Petroleum Engineering, resigned June 1, 1949.

Theron Crockett, Graduate Assistant in Geology, declined to accept appointment.

Lloyd A. Elrod, Graduate Assistant in Physics, resigned September 1, 1949.

Homer Charles English, Graduate Assistant in Petroleum Engineering, resigned June 1, 1949.

Raymond Fellows, Stanolind Oil Company Fellowship, appointment cancelled.

Iva Nell Haddad, Graduate Assistant in Speech, resigned September 1, 1949.

Clyde Richard King, Graduate Assistant in Journalism, resigned June 1, 1949.

Moya Jeanne Moody, Graduate Assistant in Journalism, resigned June 1, 1949.

Sammie Elizabeth Potter, Graduate Assistant, Zoological Sciences, resigned September 1, 1949.

Mal D. Rogers, Jr., Graduate Assistant in Chemical Engineering, resigned June 1, 1949.

Bill O. Watt, Graduate Assistant in Journalism, resigned June 1, 1949.

Approved.

Reported that Winston O. Smith, Associate Professor of Mechanical Engineering who has been ill and on leave of absence previously approved to September 1, 1949, will return to his work at the beginning of the second semester - January 16, 1950. Recommended extension of Professor Smith's leave to that date.

Approved.

October 12, 1949

Reported non-academic resignations as follows:

13 James F. Holcomb, Assistant Airport Manager; Flight Instructor, Max Westheimer Flying Field, Department of Aviation, resigned September 21, 1949.

Ruth R. Lemming, Assistant to the Director, Family Life Institute, resigned October 1, 1949.

Resignations accepted.

Recommended approval of non-academic title and salary changes and appointments:

CHANGES:

Clee Fitzgerald, Business Manager of Athletics and Director of Ticket Sales, increase from \$165 per month to \$6,000 for 12 months service, full time, effective September 1, 1949.

Vera Mildred Gatch, Practicum Supervisor, University Guidance Service, change from no salary to \$2400 for 12 months service, 3/4 time, September 1, 1949.

Jerry R. James, change from Library Assistant in Library at \$120 per month to Assistant Director, Department of Public Information at \$3,000 for 12 months service, effective July 20, 1949.

LeRoy H. Rook, Practicum Supervisor, University Guidance Service, increase salary from \$2400 to \$2600 for 12 months service, effective October 1, 1949.

APPOINTMENTS:

Alfred Chatenever, Research Engineer, University of Oklahoma Research Institute, \$416.66 per month for 10 months service, September 1, 1949 to June 30, 1950.

Keith W. Lutz, Flight Instructor, Max Westheimer Field and Department of Aviation, \$3360 for 12 months service, effective September 1, 1949.

John F. Malone, Director, Adult Study Center, Oklahoma City, Extension Division, \$5,000 for 12 months service, September 12, 1949.

Hugh Mabry Mix, Program Director, WNAD and WNAD-FM, \$4,000 for 12 months service, effective October 1, 1949.

J. C. Moore, Piano Repairman, School of Music, \$4,000 for 12 months service, effective September 10, 1949.

Mrs. Mary Ila Thurston, Assistant to the Director, Family Life Institute, \$3,000 for 12 months service, effective September 26, 1949.

Landon Westbrook, Assistant Trainer and Assistant Track Coach, Athletic Department, \$100 per month for 9 months service, 1/2 time, effective September 1, 1949.

Approved.

October 12, 1949

Recommended approval of the following policy with reference to extra pay for off-campus teaching:

(1) Faculty members who teach off campus classes in addition to full-time work on the Norman campus will be paid \$10 per night and travel expenses for such off-campus teaching, such payments to be in addition to the regular monthly salary; provided, however, that no faculty member whose campus teaching load has been reduced in order to give him time to teach extension classes off the campus will be given additional compensation for such work.

(2) Extra payment for off-campus teaching will be made to faculty members on a special quarterly payroll covering services of this kind, in the same manner that extra payment is made for correspondence course teaching.

(3) Funds for payment to faculty members for off-campus teaching will be budgeted in the wages and special payments budget accounts of the appropriate departments of the Extension Division.

Approved.

Recommended approval of items in the Student Health Service:

Mrs. Glenna Doering, change title from Supervising Nurse of Out-Patient Department to Public Health Nurse with no change in salary, effective September 1, 1949.

RESIGNATIONS:

Isabelle Anderson, General Duty Nurse (Polio), termination of appointment effective September 29, 1949.

Frances S. Brookins, General Duty Nurse (Polio), termination of appointment effective September 26, 1949.

Ann C. Hubbard, General Duty Nurse, resigned September 1, 1949.

Mary Jane Lagali, General Duty Nurse (Polio), termination of appointment effective September 12, 1949.

Freeda R. Mayfield, General Duty Nurse (Polio), termination of appointment effective September 27, 1949.

Approved.

Recommended employment of Amos Ray Willmetts as Journeyman Painter in the Paint Department at a salary of \$245 per month, effective October 1, 1949.

Approved.

Recommended approval of entering into agreements for Dual Track Meets with the institutions shown below and that the Director of Intercollegiate Athletics be authorized to sign on behalf of the University:

October 12, 1949

Kansas State College (Two Mile), November 5, at Manhattan, Kansas
Oklahoma A & M College (Two Mile), October 29, at Norman
Texas A & M College (Two Mile), October 22, College Station, Texas
University of Colorado (Two Mile), October 7, Norman

Approved.

President Cross requested that the Regents rescind the previous action (September 14, 1949) wherein approval was granted to file a request with the State Regents for Higher Education to use \$22,500 from the University Hospital Revolving Fund for the purpose of remodeling and equipping the Crippled Children's Hospital kitchen. Dean Everett has asked that the action be rescinded.

Approved.

Recommended approval of items in the School of Medicine and University Hospitals as follows:

APPOINTMENTS:

Allan Alfred Katzberg, Instructor, Histology and Embryology, School of Medicine, \$3600 for 10 months service, effective September 1, 1949.

Mrs. Marie B. Hawkins, Educational Director, \$295 per month with laundry of 3 uniforms per week, effective September 15, 1949.

Miss Georgia Patterson, Clinical Instructor, Medical Nursing, \$250 per month with laundry of three uniforms per week, September 1, 1949.

Dorothy Pauline Tayrien, Nursing Arts Instructor, \$240 per month with laundry of 3 uniforms weekly, effective September 1, 1949. Increase to \$250 per month March 1, 1950.

Dr. Kenneth Earl Bohan, Clinical Assistant in Pediatrics, School of Medicine, Clinical Rates, effective October 1, 1949, 12 months basis.

Dr. James Neill Lysaught, Clinical Assistant, Pediatrics, School of Medicine, Clinical Rates, effective October 1, 1949, 12 months basis.

Dr. Herbert Victor Louis Sapper, Clinical Assistant in Pediatrics, School of Medicine, Clinical Rates for 12 months service, effective October 1, 1949.

Dr. Jerome Daniels Shaffer, Clinical Assistant in Pediatrics, School of Medicine, Clinical Rates, October 1, 1949. 12 months basis.

Cyril Bert Sheriff, Assistant Superintendent, Buildings and Grounds, \$275 per month, effective September 1, 1949.

Miss Emma R. Astin, General Staff Nurse, Polio, \$250 per month with complete maintenance, effective September 26, 1949. Temporary.

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Louise Coker Burtchaell, General Staff Nurse, \$210 per month with laundry, effective September 1, 1949.

Ruth E. Delano, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 1, 1949.

Macie E. Grubbs, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 26, 1949. Temporary.

Zenith Lewis, General Staff Nurse, \$200 per month with laundry, September 7, 1949.

Eleanor G. Monds, General Staff Nurse, Polio, \$250 per month with complete maintenance, effective September 13, 1949. Temporary.

Jewel H. Osborne, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 26, 1949. Temporary.

Nelle Rink, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 9, 1949. Temporary.

Ruth Marie Ross, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 19, 1949. Temporary.

Allene D. Talley, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 26, 1949. Temporary.

Judith Walpert, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 13, 1949. Temporary.

Christina West, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective September 13, 1949. Temporary.

Virginia Young, General Staff Nurse, Polio, \$250 per month with complete maintenance, effective September 6, 1949. Temporary.

TITLE AND SALARY CHANGES:

Charlene Bitting, change from Head Nurse at \$210 per month to General Staff Nurse at \$200 per month, September 1, 1949.

Billie Humphries, Head Nurse, increase from \$210 to \$220 per month, September 1, 1949.

Marien C. Powell, General Staff Nurse, increase from \$200 to \$210 per month, effective September 1, 1949.

Vivian Wakefield, change from General Staff Nurse at \$190 per month to Head Nurse at \$210 per month, September 1, 1949.

RESIGNATIONS:

Dr. Bela Halpert, Professor of Pathology, resigned October 1, 1949.

Dr. Earl R. Denney, Visiting Lecturer in Medicine, resigned September 1, 1949.

October 12, 1949

Dr. Robert L. Gleason, Instructor in Anesthesiology, resigned September 1, 1949.

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Dr. Robert B. Palmer, Instructor in Dermatology and Syphilology, September 1, 1949.

Dr. L. Stanley Sell, Assistant Professor in Orthopedic and Fracture Surgery, resigned October 1, 1949.

Dr. Tom L. Wainwright, Assistant Professor in Surgery, resigned September 1, 1949.

Elaine Ruth, Nursing Arts Instructor, resigned August 31, 1949.

Stephanie McComas, Clinical Instructor in Surgical Nursing, resigned September 1, 1949.

Mary Alice Werner, Physical Therapist, resigned September 13, 1949.

Martha Nightengale, Supervisor, resigned August 31, 1949.

Herman Carter Moody, Laboratory Technician, resigned September 9, 1949.

Rosa Corrie, Vacation Supervisor, resigned September 5, 1949.

Myrna Valentine, Head Nurse, resigned August 31, 1949.

Elaine Aune, General Staff Nurse - Polio, resigned September 7, 1949.

Pauline Bouldin, General Staff Nurse - Polio, resigned September 6, 1949.

Ingrid Geppert, General Staff Nurse - Polio, resigned September 29, 1949.

Dorothy Graner, General Staff Nurse - Polio, resigned September 7, 1949.

Agnes L. Hogan, General Staff Nurse - Polio, resigned September 8, 1949.

Georgia Ann Jones, General Staff Nurse, resigned September 7, 1949.

Mildred Kroeger, General Staff Nurse - Polio, resigned September 5, 1949.

Virginia Layton, General Staff Nurse, resigned September 13, 1949.

Ruth Lehman, General Staff Nurse - Polio, resigned September 30, 1949.

Maissie Lowry, General Staff Nurse - Polio, resigned August 31, 1949.

Francene Miller, General Staff Nurse - Polio, resigned September 2, 1949.

Guinn Owen, General Staff Nurse, resigned September 30, 1949.

Elizabeth Reeves, General Staff Nurse - Polio, resigned September 8, 1949.

October 12, 1949

Alice Ullestad, General Staff Nurse, Polio, resigned September 7, 1949.

Ella Wiese, General Staff Nurse - Polio, resigned September 8, 1949.

Approved.

There being no further business the meeting was adjourned at 2:30 p.m.



Emil R. Kraettli
Secretary

PERSONNEL CHANGES NOT SUBMITTED TO REGENTS (See resolution adopted October 1, 1948):

LEAVE OF ABSENCE:

Philip Farish, Library Assistant, Library, leave of absence without pay September 15, 1949 to February 1, 1950.

NON-ACADEMIC APPOINTMENTS:

Dorothy Alcorn, Account Clerk, Office of the Comptroller, \$130 per month, effective September 23, 1949.

Isabel Ann Alexander, Resident Counselor, Housing, \$75 per month and room, effective September 1, 1949 to January 15, 1950.

Phillip Hugh Allman, Jr., Research Assistant, University of Oklahoma Research Institute, \$95 per month, 1/2 time, effective September 15, 1949.

Charles Monroe Angelly, Assistant Resident Counselor, Whitehand House, \$50 per month, effective September 1, 1949 to January 15, 1950.

Ann Angerman, Resident Counselor, Housing, \$75 per month and room, effective September 1, 1949 to January 15, 1950.

Shelby A. Ayles, Assistant, Woodrow Wilson Post Office, \$25 per month, September 1, 1949. Increase salary in Housing Department from \$130 per month to \$160 per month, September 1, 1949 (employed as Building Custodian Foreman).

Mary Winifred Baker, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

Patsy Belle Bateman, Clerical Secretary, Biological Survey, \$85 per month for 10 months service, 3/4 time, effective September 21, 1949.

October 12, 1949

Joseph Edward Beshoory, Assistant Resident Counselor, International House, \$50 per month, effective September 1, 1949 to January 15, 1950.

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Helen Besley, Resident Counselor, Housing Department, \$75 per month plus room, effective September 1, 1949 to January 15, 1950.

Adele R. Branum, Switchboard Operator-Receptionist, University Press, \$130 per month, effective September 6, 1949.

Barbara Sievers Brewer, General Office Clerk, Housing Department, \$125 per month, effective September 1, 1949.

Paul George Brockman, Laboratory Assistant, School of Art, \$45 per month for 9 months service, effective September 16, 1949.

Carolyn R. Brodell, Secretary, Business Management, \$70 per month, effective September 16, 1949 to February 1, 1950.

Bessie Sue Brown, Resident Counselor, Housing, \$75 per month plus room, September 1, 1949 to January 15, 1950.

Katherine L. Brown, Clerical Secretary, Bureau of Government Research, \$140 per month, effective October 1, 1949.

Virginia B. Brown, Nursery Assistant, Sooner City Nursery, \$120 per month for 11 months service, effective September 19, 1949.

Avis Winkler Burger, Clerk-typist, Correspondence Study Department, \$120 per month, effective September 26, 1949.

Allie Frances Burnoldi, Housekeeper, Housing Office, \$115 per month, September 1, 1949.

Gordon G. Cavnar, Claims Assistant, Veterans Liaison Office, \$80 per month, 1/2 time, for 10 months service, effective September 1, 1949.

Annalou Clifton, Account Clerk, Office of the Comptroller, \$130 per month, effective October 1, 1949.

George Anglin Cotton, Head Resident Counselor, B.O.Q., \$75 per month plus room, September 1, 1949 to January 15, 1950.

Dale Burk Cox, Fireman, Fire Protection Department, \$170 per month, September 1, 1949.

Betty Jo Kirchman Crites, Assistant (Kindergarten), University School, \$750 for 9 months service, 1/2 time, effective September 1, 1949.

Edwin Y. Daniel, Head Counselor, Kingfisher House, \$75 per month plus room, September 1, 1949 to January 15, 1950.

Doris Condrey Davis, Clerical Secretary, Naval Science, \$140 per month for 10 months service, effective September 1, 1949.

October 12, 1949

Zita Tighe DeGraffenreid, Clerical Secretary, Mechanics and Engineering Metallurgy, \$1680 for 12 months service, effective September 14, 1949.

Mary Agnes Demere, Assistant Dining Unit Manager, Housing Department, \$175 per month plus meals, effective September 1, 1949.

Janeil Dickinson, Charge Ticket Clerk, Book Exchange, \$120 per month for 12 months service, effective September 1, 1949.

Nina Dickinson, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

Virginia Dikeman, Ticket Clerk, Athletic Department, \$150 per month, effective September 1, 1949.

Timothy P. Donovan, Archives Assistant, Division of Manuscripts, \$75 per month, 1/2 time, effective September 1, 1949.

Raymond Chester Dragoo, Jr., Architectural Draftsman, Office of the University Architect, reappoint on 1/2 time basis at \$87.50 per month, September 16, 1949 to February 1, 1950.

Dwain Jones Dunn, Sales Clerk, Book Exchange, \$90 per month September 1, 1949 to October 1, 1949. Change to \$60 per month beginning October 1, 1949.

Ann T. Estes, Assistant Counselor, Housing, \$50 per month, September 1, 1949 to January 15, 1950.

Ray Stanley Fellows, Jr., Research Assistant, University of Oklahoma Research Institute, \$125 per month, effective September 1, 1949. 1/2 time.

Billie C. Forrester, Clerical Secretary, Phillips Collection, \$140 per month, September 16, 1949.

Martha Joyce Fox, Laboratory Technician, Student Health Service, \$180 per month, effective September 14, 1949.

Jo Rene Wellman Garrison, Clerical Secretary, Anthropology Department, \$840 for 12 months service, 1/2 time, effective September 16, 1949.

Donna L. Gibson, Clerk-typist, Office of Student Affairs, \$1440 for 12 months service, effective September 7, 1949.

Betty Bruce Gilbert, Clerical Secretary, Office of the Dean, College of Education, \$140 per month, effective September 30, 1949.

Joann Godown, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

Betty L. Granheim, Nursery Assistant, Sooner City Nursery, \$120 per month for 11 months service, effective September 14, 1949.

October 12, 1949

Imogene Hollis Grant, Clerical Secretary, Student Health Service, \$140 per month, effective September 16, 1949.

Rowena Snoddy Green, Clerical Stenographer, Graduate College, \$1560 for 12 months service, effective October 1, 1949.

Pauline Adams Gruman, Clerical Stenographer, Office of the Dean, College of Fine Arts, \$130 per month, September 15 to November 15, 1949.

Marion Hall, Assistant Dining Unit Manager, Housing, \$175 per month plus meals, effective September 1, 1949.

Vivian O. Hall, Clerical Stenographer, Short Courses and Conferences, \$130 per month, effective September 6, 1949.

Helge Oscar Hamman, Sales Clerk, Book Exchange, \$60 per month for 12 months service, effective September 1, 1949. 1/2 time.

Leona Arvilla Hammon, Housekeeper, Housing Office, \$115 per month, September 1, 1949.

Arline Hargrove, Ticket Clerk, Athletic Department, \$150 per month, September 1, 1949.

Margaret Harjo, General Duty Nurse, Student Health Service, \$160 per month, September 1, 1949, increase salary to \$170 per month October 1, 1949.

Ella May Harris, Dining Unit Manager, Housing Office, \$185 per month for 10 months service, effective September 1, 1949.

Vivian Joan Hellman, Sales Clerk, Book Exchange, \$120 per month for 12 months service, effective September 12, 1949.

Joe H. Hendrix, Assistant Counselor, B.O.Q., \$50 per month for 4 1/2 months service, September 1, 1949 to January 15, 1950.

Gertrude Hesse, Administrative Secretary, Books Abroad, \$180 per month, September 28, 1949.

Glory Hoke, Ticket Clerk, Athletic Department, \$150 per month, September 1, 1949.

William R. Holman, Archives Assistant, Division of Manuscripts, \$70 per month, 1/2 time, effective September 1, 1949.

Carolyn V. Hopperstad, Charge ticket Clerk, Book Exchange, \$120 per month, September 1, 1949.

Hattie Houp, Resident Counselor, Housing, \$75 per month, plus room, September 1, 1949 to January 15, 1950.

Joseph H. Howard, Sales Clerk, Book Exchange, \$60 per month for 12 months service, effective September 1, 1949.

Mary Jo Howe, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

October 12, 1949

June R. McCall, reappoint as IBM Key Punch Operator, Statistical Service Laboratory, \$900 for 12 months service, September 14, 1949, 1/2 time.

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Carole Elaine Larecy McCool, Clerical Stenographer, Graduate College, \$130 per month for 12 months service, effective September 14, 1949.

Minnie McCracken, Housekeeper, Housing Department, \$115 per month, September 1, 1949.

Minnie McDonald, Housekeeper, Housing Department, \$115 per month, September 1, 1949.

William R. McNutt, Building Custodian, Housing Department, \$140 per month, effective September 7, 1949.

Kenneth Leon Meyer, Assistant Resident Counselor, B.O.Q., \$50 per month, September 1, 1949 through January 15, 1950.

Mary Allen Miller, Clerical Stenographer, Sociology, \$67.50 per month for 9 months service, effective September 1, 1949.

William V. Miller, Building Custodian, Janitor Department, \$150 per month for 12 months service, effective October 1, 1949.

Earl Lee Mills, Assistant Resident Counselor, Kingfisher House, \$50 per month, September 1, 1949 to January 15, 1950.

Stuart Henry Mong, Laboratory Assistant, School of Art, \$45 per month for 9 months service, effective September 21, 1949.

Johan Batson Mott, Clerical Stenographer, Office of the President, \$135 per month, effective September 12, 1949.

George Elva Neal, Sales Clerk, Book Exchange, \$60 per month, 1/2 time, for 12 months service, effective September 1, 1949.

Helen W. Needy, Head Counselor, Lincoln House, \$75 per month plus room, effective September 1, 1949 to January 15, 1950.

Phyllis Ruth New, Clerical Stenographer, Geology, \$130 per month, September 19, 1949.

Paul W. Nishimuta, Photographer-Technician, Photographic Service Department, \$65 per month for 12 months service, 1/2 time, effective September 1, 1949.

John A. Nolan, Building Custodian, Housing, \$140 per month, September 6, 1949.

Velma F. Palmer, Housing Group Manager, Housing Department, \$50 per month, effective September 1, 1949.

Robert W. Parks, Assistant Resident Counselor, Sequoyah House, \$50 per month, September 1, 1949 to January 15, 1950.

Francis C. Pearce, Head Resident Counselor, International House, \$75 per month plus room, effective September 1, 1949 to January 15, 1950.

October 12, 1949

Frank Peterson, Assistant Resident Counselor, Worcester House, \$50 per month, September 1, 1949 to January 15, 1950.

George Gene Pingleton, Assistant Resident Counselor, Lincoln House, \$50 per month, September 1, 1949 to January 15, 1950.

Sybil Cross Plummer, Clerical Stenographer, Mechanical Engineering, \$130 per month, September 16, 1949.

Miriam Ray, Nursery Assistant, Sooner City Nursery, \$120 per month for 11 months service, September 12, 1949.

Thomas S. Ray, reappointed Head Resident Counselor, Cleveland House, \$75 per month plus room, September 1, 1949 to January 15, 1950 (off payroll August 10, 1949 to September 1, 1949).

Katherine Virginia Rayne, Library Assistant, Library, \$120 per month for 12 months service, September 13, 1949.

Eleanor F. Reneau, Clerical Secretary, Bureau of Business Research, \$140 per month, September 12, 1949.

Dee E. Renshaw, Architectural Draftsman, Office of the University Architect, \$87.50 per month, 1/2 time, September 16, 1949 to February 1, 1950.

Josephine Riling, Assistant Dining Unit Manager (half time), Housing, \$75 per month, September 20, 1949.

Doris McCarty Roberts, Head Resident Counselor, Housing Department, \$75 per month, plus room, September 1, 1949 to January 15, 1950.

Wayne L. Rock, Photographer-Technician, Photographic Service Department, \$60 per month, 1/2 time, effective September 14, 1949.

George C. Root, Vocational Appraiser (half time), University Guidance Service, \$110 per month, effective September 20, 1949.

Elva Bennett Rosenstein, Clerical Stenographer, Short Courses and Conferences, \$130 per month, September 2, 1949.

Charles Sarratt, Assistant Football Coach, Athletic Department, \$60 per month for 3 months service, part time, September 1, 1949 to November 30, 1949.

Park Elkins Senter, Laboratory Assistant, School of Art, \$45 per month for 9 months service, 1/4 time, effective September 16, 1949.

William T. Sheets, Assistant Counselor, Whitehand House, \$50 per month, September 1, 1949 to January 15, 1950.

Zazary A. Shockley, Building Custodian, Housing Department, \$140 per month, September 6, 1949.

Nora H. Smalley, Dietitian (Jefferson House) \$175 per month for 9 months service, effective September 1, 1949. Athletic Department.

October 12, 1949

Frank Peterson, Assistant Resident Counselor, Worcester House, \$50 per month, September 1, 1949 to January 15, 1950.

George Gene Pingleton, Assistant Resident Counselor, Lincoln House, \$50 per month, September 1, 1949 to January 15, 1950.

Sybil Cross Plummer, Clerical Stenographer, Mechanical Engineering, \$130 per month, September 16, 1949.

Miriam Ray, Nursery Assistant, Sooner City Nursery, \$120 per month for 11 months service, September 12, 1949.

Thomas S. Ray, reappointed Head Resident Counselor, Cleveland House, \$75 per month plus room, September 1, 1949 to January 15, 1950 (off payroll August 10, 1949 to September 1, 1949).

Katherine Virginia Rayne, Library Assistant, Library, \$120 per month for 12 months service, September 13, 1949.

Eleanor F. Reneau, Clerical Secretary, Bureau of Business Research, \$140 per month, September 12, 1949.

Dee E. Renshaw, Architectural Draftsman, Office of the University Architect, \$87.50 per month, 1/2 time, September 16, 1949 to February 1, 1950.

Josephine Riling, Assistant Dining Unit Manager (half time), Housing, \$75 per month, September 20, 1949.

Doris McCarty Roberts, Head Resident Counselor, Housing Department, \$75 per month, plus room, September 1, 1949 to January 15, 1950.

Wayne L. Rock, Photographer-Technician, Photographic Service Department, \$60 per month, 1/2 time, effective September 14, 1949.

George C. Root, Vocational Appraiser (half time), University Guidance Service, \$110 per month, effective September 20, 1949.

Elva Bennett Rosenstein, Clerical Stenographer, Short Courses and Conferences, \$130 per month, September 2, 1949.

Charles Sarratt, Assistant Football Coach, Athletic Department, \$60 per month for 3 months service, part time, September 1, 1949 to November 30, 1949.

Park Elkins Senter, Laboratory Assistant, School of Art, \$45 per month for 9 months service, 1/4 time, effective September 16, 1949.

William T. Sheets, Assistant Counselor, Whitehand House, \$50 per month, September 1, 1949 to January 15, 1950.

Zazary A. Shockley, Building Custodian, Housing Department, \$140 per month, September 6, 1949.

Nora H. Smalley, Dietitian (Jefferson House) \$175 per month for 9 months service, effective September 1, 1949. Athletic Department.

October 12, 1949

Amelia F. Smith, Clerical Stenographer, University Guidance Service, \$130 per month for 12 months service, September 27, 1949.

Barbara J. Smith, Nursery Assistant, Sooner City Nursery, \$120 per month for 11 months service, effective September 12, 1949.

Beulah M. Smith, Head Resident Counselor, Whitehand House, \$75 per month plus room, September 1, 1949 to January 15, 1950.

Billy Joe Stafford, Assistant Counselor, B.O.Q., \$50 per month, September 1, 1949 to January 15, 1950.

Betty F. St.Clair, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

Charles D. Story, Assistant Counselor, Cleveland House, \$50 per month, September 1, 1949 to January 15, 1950.

Maurine Sullenger, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

Dwight V. Swain, Movie Script Writer, Photographic Service Department, \$1700 for 9 months service, 1/2 time, September 16, 1949.

Maurice K. Temerlin, Psychometrist, University Guidance Service, \$66.66 per month for 8 months service, effective October 1, 1949. 1/2 time.

Geraldine N. Thompson, Clerical Secretary, Office of the Dean, College of Business Administration, \$1680 for 12 months service, effective September 12, 1949.

Maryann Dorothy Thompson, Library Assistant, Library, \$120 per month, September 13, 1949 to February 1, 1950.

Jane Hunter Traub, Clerical Stenographer, Philosophy Department, \$65 per month for 9 months service, September 17, 1949.

Phyllis Van Patten, Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

William Vaught, Building Custodian, Housing, \$135 per month, September 14, 1949.

Dorothy Walters, Head Resident Counselor, Housing, \$75 per month and room, September 1, 1949 to January 15, 1950.

George K. Washington, Head Resident Counselor, Sequoyah House, \$75 per month plus room, September 1, 1949 to January 15, 1950.

Billy West, Assistant Resident Counselor, B.O.Q., \$50 per month, September 1, 1949 to January 15, 1950.

Mount H. Willis, Janitor, Athletic Department (Jefferson House), \$130 per month for 9 months service, September 1, 1949.

David A. Wilson, Research Assistant, University of Oklahoma Research Institute, \$125 per month, 1/2 time, September 1, 1949.

October 12, 1949

Helen Mary Wilson, Housekeeper, Housing, \$115 per month, September 1, 1949.

Joyce W. Wright, Nursery Assistant, Sooner City Nursery, \$120 per month for 11 months service, effective September 12, 1949.

Richard M. Zagic, Assistant Counselor, B.O.Q., \$50 per month, September 1, 1949 to January 15, 1950.

TITLE AND SALARY CHANGES:

Betty Allen, Nursery Assistant, Sooner City Nursery, increase salary from \$120 to \$130 per month, September 1, 1949 and change title to Assistant Manager.

James Presley Bridges, Building Custodian, Housing Department, increase salary from \$135 to \$150 per month, September 1, 1949.

Jo Holman Cambron, Clerical Stenographer, Graduate College, change from full time at \$140 per month to 1/2 time at \$70 per month, October 1, 1949.

Mildred M. Chambers, General Duty Nurse, Student Health Service, change from full time at \$250 per month to 1/2 time at \$125 per month, September 16, 1949. Change to \$170 per month full time October 16, 1949 to December 15, 1949.

Howard H. Claassen, Research Physicist, University of Oklahoma Research Institute, change from \$200 per month for 1/2 time to \$50 per month for approximately 6 hours per week, effective September 1, 1949.

G. A. Dalton, Building Custodian, Housing Department, change from \$130 to \$140 per month, effective September 1, 1949.

Kathryn Deford, Clerical Secretary, School of Geology, increase salary from \$67.44 to \$72.50 per month, 1/2 time, September 1, 1949.

James B. Elder, Movie Production Department Assistant, Photographic Service Department, increase from \$60 to \$65 per month, 1/2 time, September 1, 1949.

Ernest Fore, Building Custodian, Housing Department, increase from \$130 to \$140 per month, effective September 1, 1949.

Mildred A. Gassett, resigned from Clerk-typist, Student Health Service, August 31, 1949 and employed as General Office Clerk, University Guidance Service at \$125 per month, effective September 13, 1949.

Rachel I. Graham, change from Clerk-typist, Purchasing Office at \$1680 to Clerical Secretary, Purchasing Office at \$1800 for 12 months service, September 16, 1949.

Will Greenway, Building Custodian, Housing Department, increase from \$140 to \$160 per month, September 1, 1949.

Merlyn Kay Hicks, General Duty Nurse, Student Health Service, increase from \$160 to \$170 per month, October 1, 1949.

Virgil T. Hill, Vocational Appraiser, University Guidance Service, change from 1/3 time at \$75 per month to 1/2 time at \$110 per month, September 16, 1949.

October 12, 1949

Dorothy M. Holder, Clerical Stenographer, Office of the President, increase from \$130 to \$135 per month, September 1, 1949.

Mary Caryl Howell, change from Clerical Secretary at \$140 per month to Medical Records Librarian, Student Health Service at \$130 per month, September 1, 1949.

Sherre Rector Hull, change from Librarian I to Librarian II (Supervisor, Reserve Room) and increase from \$1800 to \$2280 for 12 months service, October 1, 1949.

Mary Ann Ice, change from Clerical Secretary in Music to Clerical Stenographer, Institute of Community Development at \$130 per month, September 1, 1949.

Charles S. Lovell, change from Clerk-typist at \$60 per month, 1/2 time to Clinician, 1/2 time, at \$110 per month, October 1, 1949.

Peggy L. Lyles, change from Account Clerk to Claims Clerk, Office of the Comptroller and increase salary from \$130 to \$140 per month, September 1, 1949.

Lavina West Martin, transfer from Polio to regular duty and change salary rate from \$275 to \$185 per month, October 1, 1949 (General Duty Nurse).

Louis Edward Masterman, change from Psychometrist at \$66.66 per month to Clinician at \$110 per month, 1/2 time, effective September 1, 1949.

Maud C. McGuire, change from Polio appointment to regular appointment and from full time at \$250 per month to 1/2 time at \$125 per month, September 16, 1949.

Sue Sullivan Milner, change from Clerical Stenographer at \$135 to Housing assistant at \$150 per month, September 7, 1949.

Catherine S. Moore, change from Senior General Office Clerk at \$140 per month to Clerical Secretary at \$150 per month, October 1, 1949. Veterans Liaison Office.

J. Rud Nielsen, Supervisor, Research Institute, change from 1/4 time at \$150 per month to \$100 per month for approximately 8 hours per week, September 1, 1949.

Grace Porter, change from Medical Records Librarian at \$130 per month to Clerical Secretary, Student Health Service at \$140 per month, September 1, 1949.

Emma A. Smith, change from Cashier-Bookkeeper to Medical Records Librarian, no change in salary, September 1, 1949. Student Health Service.

Dwight F. Spear, transfer from Photography Service to Photographer-Technician in Journalism and increase salary from \$60 to \$75 per month, September 15, 1949.

Betty Starkey, Polio appointment terminated September 19, 1949 and appointed as Nurse Aide, Student Health Service at \$100 per month, October 1, 1949.

Mary Conkling Stubbs, change from Assistant Dining Unit Manager, Housing at \$150 per month to Dining Unit Manager, Wilson Dining Hall at \$185 per month, September 1, 1949.

Stella Summers, Home Economics Nursery School, change from \$780 for 2/3 time for 10 months to \$702 for 2/3 time for 9 months, effective September 1, 1949.

W. L. Thompson, Building Custodian, Housing Department, change from \$130 to \$140 per month, effective September 1, 1949.

October 12, 1949

Jean Williamson, Sales Clerk, Book Exchange, change from \$125 per month, full time to \$60 per month, 1/2 time, effective September 16, 1949.

Frances P. Wozencraft, Home Economics Nursery School, change from 10 months at \$1400 to 9 months at \$1260, September 1, 1949.

Middleton Junior Young, Apprentice Painter, Physical Plant Service Unit, change from \$150 per month to \$171.50 per month September 1, 1949; increase to \$196 per month March 1, 1950; increase to \$220.50 per month September 1, 1950.

RESIGNATIONS:

Dorothy Allmon, Clerical Secretary, College of Education, October 2, 1949.
Clifford L. Bitting, Jr., Junior Psychometrist, Guidance Service, June 1, 1949.
Juanita F. Burkleo, Clerk-typist, Correspondence Study Department, October 1, 1949.
Thelma O. Carey, Nurse Aide, Student Health Service, September 25, 1949.
Jimmie R. M. Combs, General Duty Nurse, Student Health Service, October 1, 1949.
Freda Cox, Control Tower Operator, Westheimer Field, September 1, 1949.
Everett L. Cunningham, Mail Carrier, General Service Department, September 1, 1949.
Ella Floyd, Nurse Aide, Student Health Service, September 24, 1949.
Anna H. Curnutt, Librarian II, University Library, October 1, 1949.
Dorothy Folmar, General Office Clerk, Business Administration, September 20, 1949.
Christie D. Furlow, Clerical Stenographer, Sociology, September 1, 1949.
Phyllis Gallaher, Nurse Aide, Student Health Service, September 25, 1949.
Marion Grantham, Dining Unit Manager, Wilson Center Dining Hall, September 24, 1949.
Audrey Hager, Clerical Stenographer, Chemistry, September 17, 1949.
Elizabeth A. Hall, General Office Clerk-Receptionist, Veterans Liaison Office, resigned October 6, 1949.
George L. Haun, Building Custodian, Student Health Service, October 1, 1949.
Lucille Long Hudson, Assistant Music Director, WNAD, October 1, 1949.
Etta L. Hutton, Cook, Student Health Service, October 31, 1949.
Madeleine Izsak, Secretary, Books Abroad, October 1, 1949.
Patsy Lou Johnson, Nurse Aide, Student Health Service, September 12, 1949.
R. E. Johnston, Research Institute, August 1, 1949.
Margaret M. Jones, Nurse Aide, Student Health Service, September 28, 1949.
Wesley Kurshildgen, General Office Clerk, Admissions Office, termination date extended to November 1, 1949.
Nadine C. McKee, Senior General Office Clerk, Veterans Liaison Office, October 13, 1949.
Helen Sue Moody, Nurse Aide, Student Health Service, September 19, 1949.
William S. Morgan, Program Director, WNAD and WNAD-FM, October 15, 1949.
Robert E. Morris, Jr., Building Custodian, Janitor Department, October 1, 1949.
Louis E. Nixon, Nurse Aide, Student Health Service, September 24, 1949.
L. L. Patterson, Research Institute, resigned September 1, 1949.
Genevieve Gresham Phillips, Nursery Assistant, Sooner City, August 9, 1949.
Ava Jeanne Prater, Clerical Stenographer, Graduate College, October 4, 1949.
Jack E. Robinson, Assistant Counselor, Whitehand Hall, August 10, 1949.
Gerry Rowley, General Office Clerk, Athletic Department, September 1, 1949.
Ozella L. Scruggs, Physical Therapist, Student Health Service, September 2, 1949.
Martha P. Sharkey, Administrative Secretary, Veterans Liaison Of., October 1, 1949.
Joan Slay, Clerical Stenographer, Geology, September 16, 1949.
Everett F. Solomon, X-Ray Technician Assistant Student Health Service, 9-2-49
Dwight F. Spear, Photographic Technician, September 15, 1949
Annie Frances Temple, General Duty Nurse, Student Health Service, September 27, 1949.
Marilyn Traurig, Clerical Secretary, Bureau of Business Research, September 11, 1949.
John M. Van Dyck, Junior Accountant, Office of the Comptroller, September 14, 1949.
Orlene June Walters, Nurse Aide, Student Health Service, September 24, 1949.
Roy B. Weir, Control Tower Operator, Westheimer Field, September 1, 1949.

October 12, 1949

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SCHOOL OF MEDICINE AND
UNIVERSITY HOSPITALS

LEAVE OF ABSENCE:

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Woodrow Massad, Technician, University Hospital, leave of absence without pay, October 1, 1949 to January 1, 1950.

APPOINTMENTS:

Isabelle P. Atwell, Tray Girl, \$70 per month with meals and laundry of uniforms, September 14, 1949.

Dorothy D. Austell, Clerical Secretary, \$140 per month, September 1, 1949.

Perry Ayres, Relief Porter, \$70 per month with meals and laundry of uniforms, September 1, 1949.

James Bills, Dishmachine Operator, \$70 per month with meals and laundry of work clothes, September 1, 1949.

Dorothy Norman Brooks, Ward Food Service Dietitian, \$175 per month with meals and laundry of uniforms, September 1, 1949.

Francis E. Brown, Orderly, \$120 per month with laundry, September 24, 1949; \$130 per month, January 1950.

Richard S. Bryan, Student Assistant, \$25 per month, September 1, 1949.

Jerry Cabell, Relief Dishmachine Operator, \$70 per month with meals and laundry of work clothes, September 2, 1949.

Abilene Calhoun, Nurse Aide - Polio Packer, \$100 per month, September 6, 1949; \$110, March 1950.

Gladys Campbell, Nurse Aide, \$90 per month, September 13, 1949; \$100, October; \$110 March 1950.

Jimmy Carlton, Storeroom Clerk, \$125 per month, September 9, 1949.

C. Wynell Chism, Research Technician, \$150 per month, September 26, 1949; succeeding months to be \$200 per month.

Dorothy Jean Devine, Secretary-Librarian, \$150 per month, September 19, 1949.

Dale L. Edwards, Orderly, \$110 per month with laundry, September 14, 1949; \$120 January, 1950.

Chesley P. Erwin, Student Assistant, \$25 per month, September 1, 1949.

Norma Forga, Checker, \$70 per month with meals and laundry of uniforms, September 1, 1949.

Mable Rosie French, Housekeeper, \$90 per month, September 9, 1949.

James C. Glenn, Student Assistant, \$50 per month, September 1, 1949.

Jack C. Greer, Assistant Mimeograph Clerk, \$135 per month, September 26, 1949.

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October 12, 1949

Raymond Hargrove, Dishmachine Operator, \$70 per month with meals and laundry of uniforms, September 1, 1949.

Clara Margrete Haywood, Laundress, \$90 per month, September 2, 1949.

Carolyn Royce Hulse, Stenographer, \$85 per month, September 6, 1949; increase to \$90 per month at end of 6 months. (30 hours per week)

Ruby G. James, Nurse Aide, \$90 per month, September 6, 1949; \$100, October; \$110, March 1950.

Willie James Earvin King, Building Custodian, \$130 per month, September 2, 1949.

Roger Joel Knapp, Painter, \$175 per month, September 1, 1949.

Helen Lukens, General Staff Nurse, \$190 per month with laundry, September 20, 1949.

Verna Maloney, Cook's Helper, \$70 per month with meals and laundry of uniforms, September 14, 1949.

Martha Hamilton Martin, Stenographer, \$150 per month, September 21, 1949.

Lloyd Glen McArthur, Research Assistant, \$75 per month, September 19, 1949.

Sara Ann Navarre, Dietetic Intern, \$50 per month with meals and laundry of uniforms, September 1, 1949.

Laura Newton, Nurse Aide, \$100 per month, September 6, 1949; increase to \$110, January 1950.

Lottie Mae Nichols, Nurse Aide, \$90 per month, September 6, 1949; \$100, October; \$110, March 1950.

Nona Nottingham, Nurse Aide, \$90 per month, September 14, 1949; \$100, October; \$110, March 1950.

Eunice Oliver, Tray Girl, \$70 per month with meals and laundry of uniforms, September 1, 1949.

Amelia Correia Osteen, General Staff Nurse, \$190 per month with laundry, September 19, 1949.

Jessie Louise Pearce, Dietetic Intern, \$50 per month with meals and laundry of uniforms, September 1, 1949.

Luther E. Price, Animal Caretaker, \$100 per month, September 12, 1949.

Gail Pierce Raymond, Physical Therapist (Part-time), \$150 per month with noon meals and laundry of uniforms, September 9, 1949.

John E. Record, Orderly, \$110 per month with laundry, September 13, 1949; \$120, January 1950.

Alma I. Scott, Aide, \$90 per month, September 6, 1949.

Betty Sue Scott, Dietetic Intern, \$50 per month with meals and laundry of uniforms, September 1, 1949.

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October 12, 1949

Edna Frapp, Relief Cook, change from \$70 to \$80 per month, September 1, 1949.

Eugene Flock, Technician, change from \$200 per month to \$50 per month, 1/4 time, effective September 16, 1949.

Billie Jean Grammer, change from \$50 per month as Student Technician to \$180 per month as Technician, September 1, 1949.

Rosie Griggs, Laundress, change from \$90 to \$100 per month, September 1, 1949.

Wayne Hogan, Account Clerk, increase from \$160 to \$190 per month, effective September 15, 1949.

Ellen Huston, Library Assistant, change from \$40 per month to \$25 per month, effective October 1, 1949.

Gale R. Kimball, Animal Caretaker, change from full time at \$200 per month to 1/2 time at \$75 per month, September 19, 1949.

E. P. Klein, Student Assistant, change from \$175 per month full time to \$60 per month, part time, effective September 19, 1949.

Bill Lewis, Jr., change from Issuing Clerk to Receiving Clerk at \$135 per month, effective September 1, 1949.

George Long, Technician, change from \$200 per month to \$50 per month, 1/4 time, effective September 11, 1949.

David Lowry, Resident, change from \$60 per month with meals and laundry of uniforms to \$70 per month with meals and laundry of uniforms, August 1, 1949.

Rita Melugin, Junior Accountant, increase from \$190 to \$200 per month, effective October 1, 1949.

George Merkley, Technician, change from \$200 per month to \$50 per month, 1/4 time, effective September 14, 1949.

Walter Reed, change from Dishmachine Operator to Head Dishmachine Operator, effective September 1, 1949.

Alfred M. Shideler, Technician, change from Full time at \$250 per month to part time at \$75 per month, effective September 12, 1949.

Carolyn Stafford, Library Assistant, change from \$100 to \$135 per month, effective September 1, 1949.

Lloyd R. Van Deventer, Resident, change from \$60 per month with meals and laundry of uniforms to \$70 per month with meals and laundry of uniforms, September 1, 1949.

O. H. Vaughan, Electrician, increase salary from \$180 to \$190 per month, effective October 1, 1949.

Edgar W. Young, Jr., Fellow, increase from \$110 to \$165 per month, effective September 1, 1949.

October 12, 1949

RESIGNATIONS:

Hubert M. Anderson, Resident in General Surgery, resigned September 30, 1949.

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Jerry Austin, Orderly, resigned September 19, 1949.

Madeline Bemo, Nurse Aide, resigned September 14, 1949.

Sylvia B. Bobek, Dietetic Intern, resigned August 31, 1949.

Albin M. Brixey, Jr., Resident in Medicine, resigned September 9, 1949.

Billie F. Brown, Nurse Aide - Polio Clerk, resigned September 30, 1949.

Hallie Burks, Laundress, resigned August 31, 1949.

Hal A. Burnett, Resident in General Surgery, resigned October 13, 1949.

William J. Craig, Record Photographer, resigned August 31, 1949.

Mary Agnes Demere, Dietetic Intern, resigned August 31, 1949.

Dale Edwards, Orderly, resigned September 23, 1949.

D. V. Ellison, Painter, resigned August 31, 1949.

Mark A. Everett, Record Photographer, resigned August 31, 1949.

Herbert Fish, Dishmachine Operator, resigned August 25, 1949.

Ora Gaines, Housekeeper, September 7, 1949.

Darleen Harvey, Dictaphone Operator, resigned September 30, 1949.

J. L. Henry, Orderly, resigned September 10, 1949.

Elva Herron, Waitress, resigned September 7, 1949.

Arthelia Hunt, Tray Girl, resigned September 14, 1949.

Frances Johnson, Dietetic Intern, resigned August 31, 1949.

Donald D. Layton, Technician, resigned September 11, 1949.

Lea Maberry, Nurse Aide, resigned August 31, 1949.

Wesley Manning, Technician, resigned September 8, 1949.

Ollie McGaugh, Nurse Aide, resigned September 3, 1949.

Agnes Mitchell, Vegetable Cook, resigned September 10, 1949.

Bruce C. Morris, Dishmachine Operator, resigned August 31, 1949.

October 12, 1949

Lucille Munday, Nurse Aide, resigned August 31, 1949.

Jimmy Perry, Storeroom Clerk, resigned September 8, 1949.

Thurman Pfoff, Orderly, resigned September 11, 1949.

Joe Randsell, Kardex Clerk, resigned August 31, 1949.

George E. Reynolds, Resident in Dentistry, resigned September 30, 1949.

Isabelle Robertson, Residence Director, resigned September 6, 1949.

Charles F. Robinson, Technician, resigned August 31, 1949.

NaDean Royer, Nurse Aide - Polio Packer, resigned September 25, 1949.

Dorothy Tayrien, General Staff Nurse, resigned August 31, 1949.

James C. Tramel, Carpenter, resigned September 16, 1949.

Margaret Turner, Nurse Aide - Polio Packer, resigned September 30, 1949.

Reba Upton, Nurse Aide, resigned September 30, 1949.