

MEETING OF THE REGENTS OF THE UNIVERSITY OF OKLAHOMA
WEDNESDAY, JANUARY 11, 1950
10:00 a.m.

The Regents of the University met in regular session at 10:00 a.m. on Wednesday, January 11, 1950, in the office of the President of the University.

There were present: Regents Don Emery, president, presiding; McBride, Morgan, White, Shartel, Benedum. Absent: Regent Shepler.

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

President Cross reported with reference to the proposed four-lane highway between Oklahoma City and Norman. The City Commission has approved routing the highway directly east of Central State Hospital, thence in a southwesterly direction to join Highway 77 south of Norman. He recommended that the Regents pass a resolution or express its approval on this route.

Regent McBride moved, and it was unanimously voted to approve the routing of the highway as reported by President Cross, and that the President be authorized to inform the Norman City Commission and other appropriate agencies of this action by the Regents.

President Cross reported with reference to the search that has, and is being made to fill the position of Dean in the School of Law. He stated a committee, consisting of Vice President Franklin, Acting Dean Sneed, Professor Kulp and Professor Browder have been investigating prospective men - approximately 25 that have been suggested from various sources.

The committee attended the meeting of the American Association of Law Schools recently and made further investigations and held some interviews. The committee has recommended the following three persons in the order indicated:

Dr. Charles B. Nutting, Dean, School of Law, University of Pittsburgh, present salary \$11,750.

Clark Byse, Professor of Law, University of Pennsylvania, present salary \$12,500 (9 months - next year \$13,500).

Dr. Milton D. Green, Professor of Law, University of Washington, present salary \$7,500 (9 months).

Dr. Nutting and Professor Byse indicated they would not be interested at less than \$14,000, also that salaries of other staff members should be somewhat in line with the dean's salary.

January 11, 1950

Dr. Cross stated it would be impossible to pay anything like \$14,000 under our present schedule.

A wire has been sent to Dr. Green on the basis of a salary of \$10,000 asking that he arrange transportation to Norman for an interview if he is interested.

As soon as information concerning the proposed conference with Dr. Green is available the Regents will be notified so that any who are available may have an opportunity to attend the interview. It was suggested also that the liaison committee of the Oklahoma Bar be invited.

The special committee of the Regents, composed of Regents Shartel, Chairman; Dave Morgan and Don Emery, appointed to investigate the purchase of the Wentz property reported as follows:

THIS IS A REPORT OF A COMMITTEE OF THE REGENTS CONSISTING OF KENT SHARTEL, CHAIRMAN, DAVE MORGAN AND DON EMERY, MEMBERS, APPOINTED PURSUANT TO A RESOLUTION ADOPTED BY THE REGENTS OF THE UNIVERSITY, NOVEMBER 9, 1949.

At a meeting of the Regents, November 9, 1949, the following resolution was adopted:

"Regent Shartel moved, and it was voted, that a committee be appointed to make an investigation to see if the University can, without detriment to the future building plans, avoid the purchase of the Wentz property; and that pending such an investigation suspend action on the authority granted the president to negotiate for the property."

Immediately after the adoption of the resolution, the minutes of the meeting of the Board of Regents reflect the following:

"The Chair was authorized to appoint the committee and the following were named: Regents Shartel, Morgan, Emery."

On October 12, 1949, the minutes reflect the following statement by President Cross and action taken in reference thereto by 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.

January 11, 1950

"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."

As a result of a hearing, in which all interested parties were given an opportunity to be heard, including representatives of the Phi Delta Theta, Sigma Chi, and Sigma Nu Fraternities whose written statement pertaining to the issue involved was given careful consideration by the committee, your committee finds:

(a) That the University administration, under the direction of the President of the University, presently contemplate the construction of University buildings upon the premises under consideration in case they are purchased by the Regents of the University of Oklahoma.

(b) Funds for the purchase of the premises under consideration may be made available.

(c) No evidence has been introduced to warrant a recommendation of this committee that the resolution of October 12, 1949, above mentioned, be rescinded.

(d) The premises involved are:

- Lots 1-12 and 25-48 inclusive, Block 1.
- Lots 1-16 inclusive, Block 2.
- Reed's addition, City of Norman.

On the basis of the foregoing, your committee recommends that the resolution of October 12, 1949, stand as adopted; that action on the authority granted by such resolution be no longer suspended and that the President of the University proceed immediately to exercise the authority granted in said resolution of October 12, 1949.

/s/ Kent Shartel
Chairman

/s/ Dave Morgan
Member

/s/ Don Emery
Member

Regent Shartel moved for the adoption of the report, and it was adopted.

Regent Shartel moved, and it was unanimously voted "that we authorize the President of the University to proceed with the purchase of the Wentz property at an amount not to exceed \$80,000.

President Cross stated that the two lots owned by V. V. Harris, which were originally a part of the land, are not included, but that Mr. Harris had indicated he would give the lots to the University and build a small chapel on the lots.

January 11, 1950

Regent Shartel was asked to inform the respective organizations interested in the purchase of the property of the Regents' action.

Regent McBride suggested, concurred in by other Regents, that the committee is entitled to thanks for completing an arduous task.

President Cross distributed copies of a "Proposal for Revision of New Construction Program" on potential allocations to the University from the \$36,000,000 bond issue, and recommended approval by the Regents. The listing is shown below:

PROPOSAL FOR REVISION OF NEW CONSTRUCTION PROGRAM

Norman Campus

*Revision
Sec 3458*

| | <u>Top Priorities, O.U. Regents Present Request</u> | <u>Possible Revision</u> |
|---------------------------------------|---|------------------------------|
| 1. Geology-Mineral Industries | \$ 900,000 | \$ 800,000 |
| 2. Graduate Education | 600,000 | 600,000 |
| 3. Home Economics | 600,000 | 500,000 |
| 4. Journalism | 475,000 | 375,000* |
| 5. Public Health Unit | 200,000 | 200,000** |
| 6. Law Library Addition | 200,000 | 200,000 |
| 7. (Chemistry) | (1,750,000) | |
| 8. Classroom Building | 600,000 | 500,000 |
| 9. Construct Classrooms Under Stadium | | 175,000 |
| | <u>\$ 3,575,000</u> | <u>\$3,350,000</u> |

* To be supplemented with \$100,000 from Oklahoma Press Association
** To be supplemented with federal grant

Medical Center

| | <u>Top Priorities, O.U. Regents Present Request</u> | <u>Possible Revision</u> |
|---|---|------------------------------|
| 1. Neuropsychiatric Addition to University Hospitals | \$ | \$ 500,000# |
| 2. Complete Medical School Addition | 450,000 | 450,000 |
| 3. Crippled Children's Hospital Addition | 640,000 | 320,000# |
| 4. Shops and Laundry Improvements | 165,000 | |
| 5. Enlarge University Hospital Food Service | 100,000 | |
| | <u>\$1,355,000</u> | <u>\$1,270,000</u> |

Amounts earmarked by Legislature for these purposes

Regent Benedum moved, and it was unanimously voted to approve the recommendation.

January 11, 1950

President Cross requested consideration by the Regents of the recommendation of Athletic Director Wilkinson for salaries of assistant coaches and assistants as shown below, a copy having been included in the agenda:

1. That Gomer Jones be given a three-year contract between himself and the University independent of any other person or occurrence.

That Mr. Jones be guaranteed a total yearly income of \$8,500 (present salary \$7,500). Part of this sum might be given to Mr. Jones in the form of entertainment expense or as a gift. His actual salary could remain at any figure you deem most advisable.

In order that the contract not be unilateral, Mr. Jones would in turn agree not to accept another assistant coaching job regardless of the circumstances for the term of the contract.

2. That the salary of Frank Ivy be fixed at \$6,000 (present salary \$5,700).

That the salary of William Jennings be fixed at \$5,750 (present salary \$5,350).

That the contracts for Mr. Ivy and Mr. Jennings run from January 1 to January 1, but contain a clause whereby the coaches will be guaranteed three months salary following the football season even though the University deems it advisable to dispense with their services. To be more explicit, if a coach starts the football season as a member of the coaching staff, he will be guaranteed a monthly salary through December, January, and February following the close of the football season and his contract would not terminate until March 1.

That a clause be inserted in the contract whereby the coach agrees not to accept another job for the year if he completes spring training session with the Oklahoma team.

3. That the salary of J. J. Dempsey be increased to \$2,400 (present salary \$2,200) and that the increase become effective January 1, 1950. Mr. Dempsey's appointment is on an annual basis from July 1 to July 1.

4. That the salary of George Wise be increased to \$1,800 (present salary \$1,680) and that the increase become effective January 1, 1950. Mr. Wise's appointment is on an annual basis from July 1 to July 1.

President Cross stated he would not be inclined to recommend a three-year contract for Gomer Jones, nor a salary of \$8,500; further that he would not recommend a guarantee three months salaries for Mr. Ivy and Mr. Jennings beyond the close of the football season, but that he felt the contract should run from January 1 to January 1 and that their employment will not be terminated with less than two-months' notice.

3376

January 11, 1950

Following a discussion Regent Shartel moved "that we employ Gomer Jones as assistant football coach on a two-year contract at a salary of \$8,000 a year, this contract to be effective January 1, 1950 to December 31, 1951."

President Cross concurred in this motion.

On the vote on the motion four members voted AYE. Regent McBride voted NO with the following statement: "I think it is against practical administrative practice to give any assistant coaches contracts beyond one year, or the tenure of the administrative superior."

The chair announced the Shartel motion carried.

Regent Shartel moved, with concurrence by President Cross, that Frank Ivy be given a one-year contract, effective January 1, 1950, at an annual salary of \$6,000;

That William Jennings be given a one-year contract, effective January 1, 1950, at an annual salary of \$5,750.

Further, that two-months advance notice will be given to assistant coaches if employment is to be terminated at the end of the year.

The motion was unanimously approved.

President Cross recommended, and it was unanimously voted, that the salaries of J. J. Dempsey be increased to the annual rate of \$2,400 effective January 1, 1950, and that the salary of George Wise be increased to the annual rate of \$1,800 effective January 1, 1950.

President Cross stated it is possible the State Regents for Higher Education will make allocations of funds for new construction to be financed by the \$36,000,000 state bond issue at the regular January meeting scheduled January 23. Also, it is important that the University make arrangements for architectural services in connection with the new building program as early as possible. He listed 18 architectural firms which have expressed an interest in doing architectural work for the University (shown in the agenda). Mr. Richard Kuhlman, University Architect submitted the following suggestions for designation of architects and associate architects for the first five projects on the University's building priority list:

(1) That Vahlberg and Vahlberg, Oklahoma City, be designated Architect to do the complete plans and specifications for the second unit of the Geology-Mineral Industries Building. This firm prepared the plans for the first unit and already has completed most of the preliminary planning for the second unit, since it was necessary to think in terms of the whole building in order to plan the first unit satisfactorily.

January 11, 1950

(2) That Paul Harris, Chickasha, be designated Associate Architect for the Graduate Education Building. Mr. Kuhlman previously has been designated by the Board of Regents to do the preliminary plans for the Graduate Education Building, with the understanding that an outside architectural firm would be employed to do the working drawings and specifications. Paul Harris served as architect on the remodeling work now under way at the Wilson Center Dormitories and Mr. Kuhlman expresses belief that his work is very satisfactory.

(3) That William S. Burgett, Assistant Professor of Architecture on the University faculty, be designated as Architect to prepare the preliminary plans and specifications for the Home Economics Building; and that Harold Flood, Ardmore, be designated Associate Architect to do the working drawings and specifications. Mr. Flood prepared the plans and specifications for the remodeling of the University Biological Station Building at Lake Texoma and his work is reported to be entirely satisfactory.

(4) That Bruce Goff, Professor of Architecture of the University faculty, be appointed Architect to prepare the preliminary plans and specifications for the Journalism Building; and that either Reynolds and Morrison of Oklahoma City or Hudgins-Thompson-Ball of Oklahoma City be designated Associate Architect to do the working drawings and specifications. Hudgins-Thompson-Ball did the plans and specifications for Kaufman Hall and their work was considered satisfactory on that project. Morrison is a graduate of the University and Mr. Kuhlman reports that the firm of Reynolds and Morrison is reportedly doing good work.

(5) That Maurice Hefley, Oklahoma City, be appointed Architect to do both preliminary and working drawings and specifications for the Law Library addition.

Following a discussion it was unanimously voted to designate architects as recommended; item No. 4 (Journalism Building) to be awarded to Hudgins-Thompson-Ball of Oklahoma City.

President Cross reported with reference to the contract with the Harmon Construction Company on the Power Plant Building. This contract provides that each monthly payment for work completed be made in the amount of 90% of the estimated value of materials furnished and work done during the month. After payment of Estimate No. 14, which has been approved there remains \$38,127.80 which is retained under the terms of the contract until the work is completed. The Director of the Physical Plant reports the contractor has completed all of the work except certain items which cannot be completed until other contractors finish their work, or which are delayed because the University has requested the contractor in the interest of the work to delay completion until other contractors have completed their work.

January 11, 1950

The incompleted work consists of 1) \$3,673.98 for cement floor finish; 2) \$7,956.25 for painting; and 3) \$3,580.31 for miscellaneous work.

Mr. Cate and Mr. Kraft believe that a retainage to \$7,625.56 on completed work in addition to amounts for above unfinished work is sufficient to guarantee satisfactory completion of the contract and I recommend that the Regents authorize a change order which would authorize payment to the contractor up to the above amount until final completion and acceptance of the work covered by the contract.

The recommendation was approved and the President of the Regents authorized to sign such a change order of the contract on behalf of the Board on motion by Regent Benedum.

Reported as follows with reference to equipment in the power plant:

The bids by the Westinghouse Electric Corporation on condensers and turbo-generators for the new power plant specified a total maximum possible escalation of 20 per cent above quoted prices, subject to cost increases by time of delivery.

Later, the Westinghouse Corporation agreed to limit the possible escalation to 15 per cent, but only in the event such a limitation would be necessary to prevent the cost of the Power Plant from exceeding \$1,800,000; and in such event, only to the extent necessary to bring the total cost of the plant down to \$1,800,000. A change order was executed for each of the Westinghouse contracts providing for such limitation, in order to permit letting all of the contracts necessary to provide a complete power plant.

The Westinghouse Electric Corporation in a letter dated December 2, 1949, certifies that the final billing on the turbo-generators, which were contracted for at \$227,400 plus \$360 for the addition of motor operated rheostats, will be billed for at the base price without any escalation. This means that a 20 per cent escalation on the condensers would not run the total cost of the Power Plant above the funds available (\$1,800,000). The condition necessary for reduction of the 20 per cent escalation on the condenser contract, therefore does not apply.

The Westinghouse Corporation reports that the current price of the condensers at the time shipped was \$51,640, which is 26 per cent above the original base bid.

President Cross recommended that, in order to comply with the terms of the University's agreement with the Westinghouse Electric Corporation, the Board of Regents authorize execution of a change order providing for payment of a total of \$41,000, the original base bid for the condensers, plus 20 per cent escalation, making a total of \$49,200 as the final settlement in full for the contract on purchase and installation of the condensers.

January 11, 1950

Regent White moved, and it was unanimously voted to authorize a change order as recommended by President Cross, and to authorize the President of the Regents to sign such a change order on behalf of the Board.

President Cross reported that each graduate student is required to take the Graduate Record Examination during the first semester of his enrolment in the Graduate College. The University is now paying for the administration of the examination and the dates are announced in advance. The Graduate Council, and the Dean of the Graduate College, recommend that students be assessed a fee of \$3 each for failing to appear for the examination on the scheduled dates. Students may be excused from the payment of the fee upon approval by the Dean of the Graduate College.

He recommended approval of the policy of assessing a fee of \$3 for failure to report for the examinations as scheduled, and the suggestion for waiving the fee by the Dean of the Graduate College.

Approved.

President Cross presented the following items appearing in the agenda, and recommended approval:

COLLEGE OF FINE ARTS:

Dean Harrison Kerr, College of Fine Arts, recommends a reorganization of the Department of Applied Music and Theory to provide for two departments - the Department of Applied Music, and the new Department of Music Theory and History.

It is recommended further that Professor Lytle Powell continue as chairman of the new Department of Applied Music until the expiration of his present term on September 1, 1950;

Also, that Associate Professor Frank Hughes be appointed chairman of the new Department of Music Theory and History until September 1, 1950.

The above plan of reorganization is to become effective at the beginning of the second semester of the current school year.

Approved.

MUSEUM OF THE UNIVERSITY:

Dr. J. Willis Stovall, Director of the Museum of the University recommends honorary appointments in the Museum of the University as follows:

Dr. Martin D. Arvey, Associate Professor of Zoological Sciences as Research Associate of Osteology in the Division of Zoology.

January 11, 1950

Dr. Arthur N. Bragg, Associate Professor of Zoological Sciences as Research Associate of Living Amphibians in the Division of Zoology.

Russell W. Newman, Instructor in Anthropology as Research Associate of Physical Anthropology in the Division of Anthropology.

The above honorary appointments carry no stipend.

Approved.

LEAVES OF ABSENCE:

Wilma H. Grimes, Instructor of Speech, leave of absence without pay September 1, 1950 to September 1, 1951.

Johannes Malthaner, Professor of Modern Languages, Sabbatical leave of absence effective September 1, 1950 to February 1, 1951.

Guy N. Waid, Assistant Professor of Education, University School, leave of absence without pay February 1, 1950 to June 1, 1950.

Charles L. Caldwell will serve as Acting Principal of the University High School during the absence of Guy N. Waid, February 1, 1950 to June 1, 1950.

Approved.

FACULTY RESIGNATIONS:

Carl R. Crites, Instructor in Marketing, resignation effective June 1, 1950.

Harry Huffman, Associate Professor of Education, resignation effective December 23, 1949.

Approved.

FACULTY APPOINTMENTS:

Leonard J. Garside, Special Instructor, University School, \$2600 for 9 months service, effective February 1, 1950 to May 31, 1950. Replacement for Guy N. Waid while he is on leave of absence.

Dr. Gerald Alvin Porter, Professor of Education, \$5,000 for 9 months service, effective January 16, 1950.

Carl Lee Rollins, Teaching Assistant in Civil Engineering, total salary of \$486 for 9 months service, 1/4 time, effective January 16, 1950 to June 1, 1950.

Approved.

January 11, 1950

GRADUATE ASSISTANTS:

Appointments:

Jean Ransom Anderson, Research Scholar in Drama, \$37.50 per month for 4 months service, effective February 1, 1950 to June 1, 1950.

James Verland Evans, Fellow, American Gas Association Fellowship, \$60 per month for 10 months service, effective September 1, 1949 to June 30, 1950.

James Pei-chung Hsu, Research Fellow in Chemical Engineering, \$62.50 per month for 4 months service, effective February 1 to June 1, 1950.

Don Merrick Liles, Research Fellow in English, \$75 per month for 4 months service, effective February 1 to June 1, 1950.

Myron E. McKinley, University Scholarship in Geology, no stipend but waiver of nonresident and one-half of general fees, effective February 1 to June 1, 1950.

Malcolm Smith Whitby, Research Scholar in Education, \$25 per month for 4 months service, effective February 1 to June 1, 1950.

Title and Salary changes:

Minnie Sampson, change title from Teaching Assistant to Graduate Assistant in Art, no change in salary, retroactive to September 1, 1949.

Kenneth D. Soule, change from Laboratory Assistant at 60¢ per hour to Graduate Assistant in Geology at \$90 per month, effective December 1, 1949.

Resignations:

James O. Haynes, Graduate Assistant in Civil Engineering, resignation effective January 16, 1950.

Betty Louise Kiesow Lawson, appointment as Graduate Assistant in Education for 1949-50 cancelled.

Edwin W. Sanford, Graduate Assistant in Mechanics and Engineering Metallurgy, resignation effective January 16, 1950.

John W. Spears, Graduate Assistant in Geology, resignation effective December 1, 1949.

Mary Wood, Graduate Assistant in Geology, resignation effective January 16, 1950.

Approved.

January 11, 1950

NON-ACADEMIC APPOINTMENTS AND CHANGES:

Menter G. Baker, Jr., Assistant Director, Short Courses and Conferences, \$4400 for 12 months service, effective January 1, 1950.

Robert Allen Lester, Electric Construction Foreman, Physical Plant Service Unit, \$3300 for 12 months service, effective January 1, 1950.

Clarence W. Skinner, change from IBM Tabulating Machine Operator at \$250 per month to Supervisor, IBM Tabulating Section, Statistical Service Laboratory at \$260 per month, effective January 1, 1950.

Approved.

SCHOOL OF NURSING:

Dean Everett and Mrs. Caron recommend a clarification of the statement concerning FEES AND EXPENSES in the new bulletin for the School of Nursing, it being understood that there is no change in the amount of fees for the first, second, and third year classes. President Cross recommended approval of the following statement:

FEES AND EXPENSES

The estimated minimum cost for the three year period is \$225. This includes workbooks, National League of Nursing Education Achievement Tests, indoor uniforms, caps, name pin, scissors, breakage, health service, laboratory fees, Blue Cross Hospitalization Insurance, social activities, school pin and graduation fees, and the use of text and reference books and educational materials.

A student who withdraws within the first two weeks after registration is entitled to a refund of one-half the amount of the fees; a student who withdraws thereafter will be entitled to no refund. Students are not permitted to take uniforms or caps with them if they withdraw from the school.

No charge is made to students for room, board, and laundry of uniforms during the three years in the School of Nursing.

The fees are payable as follows:

| | |
|---------------------------|----------|
| First Year--on admission | \$125.00 |
| Second Year--at beginning | 50.00 |
| Third Year--at beginning | 50.00 |

White shoes and hose for duty wear and personal expenses are in addition to the above. Each student should have a tailored coat and hat included in her wardrobe. These are essential when visiting health organizations, etc.

January 11, 1950

NOTE: These fees may vary with alterations in the current prices of textbooks, uniforms, etc. The variation, however, should not exceed an additional \$30.00 to \$50.00 for the three year period. The University reserves the right at any time to change tuition and other fees and any of its published arrangements.

If financial problems make it impossible to pay all of the first year fees on admission special consideration will be given on request. Total fees may be paid on admission if so desired.

Approved on motion by Regent White.

SCHOOL OF MEDICINE AND UNIVERSITY HOSPITALS:

Dr. Bert E. Mulvey, Assistant Professor of Radiology, leave of absence without pay extended to January 1, 1950.

Harry C. Ford, M.D., Assistant Professor of Otorhinolaryngology, resignation effective November 29, 1949.

Appointments:

Dr. Edward William Cubler, Instructor of Anesthesiology, Clinical Rates for 12 months service, effective January 1, 1950.

Dr. John Furman Daniel, Clinical Assistant in Gynecology, Clinical Rates for 12 months service, effective December 1, 1949.

Ida G. Lansky, Instructor in Public Health Nursing and Sociology, \$240 per month with three uniforms per week, effective December 5, 1949, with an increase to \$250 per month after July 1, 1950.

Pauline Goertzen, Physical Therapist, \$335 per month with laundry of uniforms, effective December 5, 1949. Emergency polio work -- temporary.

Betty Jane Turner, Laboratory Technician, \$220 per month, effective December 7, 1949.

Dale E. Eddington, Head Nurse, \$210 per month with laundry, effective December 1, 1949.

Ethel L. Borland, General Staff Nurse - Polio, \$250 per month with complete maintenance, effective December 15, 1949. Temporary.

Title and Salary Changes:

Dorothy Dorsett, Relief Supervisor, increase salary from \$210 to \$220 per month, effective January 1, 1950.

Norean Flaig, General Staff Nurse, increase salary from \$200 to \$210 per month, effective January 1, 1950.

January 11, 1950

Norma Floyd, General Staff Nurse, increase salary from \$190 to \$200 per month, effective January 1, 1950.

Billye Grammer, Technician, increase salary from \$200 to \$220 per month, effective December 1, 1949.

Medora Holt, Main Supervisor, increase salary from \$210 to \$230 per month, effective January 1, 1950.

Idalou Hull, Technician, increase salary from \$200 to \$220 per month, effective December 1, 1949.

Clarice Lovelace, Technician, increase salary from \$200 to \$220 per month, effective December 1, 1949.

Resignations:

Emma Astin, General Staff Nurse, Polio, resigned December 26, 1949.

Esther Bengs, General Staff Nurse, Polio, resigned December 21, 1949.

Marie Blakely, General Staff Nurse, resigned December 25, 1949.

Macie Grubbs, General Staff Nurse, Polio, resigned December 26, 1949.

Ruth Curtis Hunt, Supervisor, Main Nursing Office, resigned December 17, 1949.

Jewell Osborne, General Staff Nurse, Polio, resigned December 26, 1949.

Maxine Reed Rector, Administrative Dietitian, resigned December 15, 1949.

Bessie Dean Richardson, Staff Nurse, resigned December 26, 1949.

Ruth Marie Ross, General Staff Nurse, Polio, resigned December 22, 1949.

Jean Rowe, General Staff Nurse, Polio, resigned December 26, 1949.

Allene Tally, General Staff Nurse, Polio, resigned December 26, 1949.

Judith Wolpert, General Staff Nurse, Polio, resigned December 26, 1949.

Approved on motion by Regent White.

President Cross reported that bids on materials for installation of automatic fire alarm systems in the frame apartment buildings on the North Campus and South Campus had been received, and he recommended acceptance of the bid submitted by Graybar Electric Company, Oklahoma City in the amount of \$13,202.88. Specifications were sent to Central Station Alarm Company, of Dallas and their bid was \$14,832.92. No bids were received from the American District Telegraph Company, nor from the Accurate Fire Equipment Company, of Tulsa.

It was unanimously voted to award the contract to the Graybar Electric Company, of Oklahoma City as recommended by the Purchasing Office and President Cross.

There being no further business the meeting was adjourned at 3:00 p.m.



Emil R. Kraettli, Secretary

NON-ACADEMIC APPOINTMENTS

Gayle M. Anderson, YWCA Secretary, Student Affairs, \$125 per month for 5 months service, effective January 1, 1950.

Betty E. Baxter, Clerical Stenographer, Art, \$130 per month for 9 months service, effective December 7, 1949.

Cordelia A. Brandon, Clerical Secretary, Office of Student Affairs, \$140 per month for 12 months service, effective December 8, 1949.

Dena M. Bryant, Clerical Secretary, Geology, \$67.50 per month for 5 months service (half time), 9 months basis, effective January 3, 1950

Grace Harper Cook, Clerical Secretary, University Publications, \$145 per month for 12 months service, effective December 12, 1949.

Eileen S. Howard, Sales Clerk, Book Exchange, \$120 per month for 2 months service, effective December 12, 1949.

Palma H. Hudson, Proofreader, University Press, Printing Division, \$140 per month (temporary), effective December 2, 1949.

Rachael Ruark Keener, Clerical Stenographer, Public Relations, change from hourly to full time, \$130 per month for 12 months service, effective November 1, 1949.

Tefta A. Norton, Account Clerk, Visual Education, \$130 per month for 12 months service, effective January 1, 1950.

Mary Beth Rock, Clerical Stenographer, College of Education, Dean's Office, \$65 per month for 12 months service, (half time), effective January 3, 1950.

Samuel L. Smith, Lab Assistant, Art School, \$45 per month for 9 months service (1/4 time), effective December 1, 1949.

Margaret W. Svendsen, Clerical Secretary, University Publications, \$1800 for 12 months service, effective November 7 to December 11, 1949.

Martha Janet Tucker, Clerical Stenographer, Office of the Dean, College of Fine Arts, \$130 per month, effective December 5, 1949.

NON-ACADEMIC CHANGES:

John E. Boyle, Storekeeper, North Campus, Inventory and Receiving, increase salary to \$180 per month, effective December 1, 1949.

George A. Cotton, Head Resident Counselor, Housing, transfer from South Campus Housing to Women's Dormitory System with no change in title or salary, effective December 1, 1949.

3386

January 11, 1950

Louise B. Gladden, transfer from Clerk Typist, University Guidance Service, to Psychology Department with no change in title or salary, 9 months service, effective December 1, 1949.

Ella May Harris, Assistant Dining Unit Manager, South Campus Housing, transfer to Women's Quadrangle with no change in title or salary, effective December 1, 1949.

Joe H. Hendrix, Assistant Counselor, South Campus Housing, transfer to Women's Dormitory System with no change in title or salary, effective December 1, 1949.

James D. Littrell, Assistant Counselor, Housing, South Campus, transfer to Sooner City Housing with no change in title or salary, effective December 1, 1949.

Pauline H. McSparrin, Account Clerk, Inventory and Receiving, increase in salary to \$150 per month, effective December 1, 1949.

Kenneth L. Meyer, Assistant Resident Counselor, Housing, South Campus, transfer to Women's Dormitory System with no change in title or salary, effective December 1, 1949.

Anna L. Samples, General Office Clerk, Purchasing, change in title to Clerical Secretary, and increase salary to \$140 per month, effective January 1, 1950.

Sue R. Sharpe, Clerical Secretary, Office of Director, Physical Plant, increase salary to \$150 per month, effective December 1, 1949.

Billie J. Smith, Clerical Secretary, Housing, change title to Housing Assistant and salary increased to \$150 per month, effective December 1, 1949.

Billy Joe Stafford, Assistant Counselor, Housing, transfer to Sooner City Housing with no change in title or salary, effective December 1, 1949.

George Tiller, Storekeeper, South Campus, Inventory and Receiving, increase salary to \$180 per month, effective December 1, 1949.

Billy West, Assistant Resident Counselor, Housing, transfer to Women's Dormitory System with no change in title or salary, effective December 1, 1949.

Richard M. Zajic, Assistant Counselor, Housing, South Campus, transfer to Women's Dormitory System with no change in title or salary, effective December 1, 1949.

January 11, 1950

NON-ACADEMIC RESIGNATIONS:

Vivian T. Bauer, General Office Clerk, Veterans Liaison Office, resignation effective January 1, 1950.

Avahlene J. Bristol, Information Clerk, University College, Office of the Dean, resignation effective February 1, 1950.

Paul G. Brockman, Lab Assistant, School of Art, resignation effective December 1, 1949.

Carolyn R. Brodell, Secretary, Business Management, resignation effective December 11, 1949.

Louie Champeau, Building Custodian, Housing, resignation effective December 11, 1949.

Olive E. Dobbs, Junior Accountant, Office of the Comptroller, resignation effective January 1, 1950.

Kathryn Deford, Clerical Secretary, Geology, resignation effective January 1, 1950.

Betty L. Fox, Senior General Office Clerk, Veterans Liaison Office, resignation effective January 1, 1950.

Rachel I. Graham, Clerical Secretary, Purchasing, resignation effective January 5, 1950.

Pauline Adams Gruman, Clerical Stenographer, Office of the Dean, College of Fine Arts, resignation effective December 7, 1949.

Corrine Harwood, Clerical Secretary, Pharmacy, resignation effective January 1, 1950.

Dale A. Hoopes, Boiler Room Operator, Power and Water Plant, resignation effective January 1, 1950.

Verla Mae Jensen, Housekeeper, Housing, resignation effective December 1, 1949.

June R. McCall, IBM Key Punch Operator, Statistical Service Laboratory, effective January 1, 1950.

Leah Stacy, Academic Record Clerk, Admissions and Records, resignation effective January 1, 1950.

Rosemarie Tipps, Senior General Office Clerk, Veterans Liaison Office, resignation effective January 1, 1950.

Julia W. Turnbull, Account Clerk, Visual Education, resignation effective January 1, 1950.

January 11, 1950

William Vaught, Building Custodian, Housing, resignation effective December 6, 1949.

Patricia J. Wilson, Clerical Stenographer, Art, resignation effective December 10, 1949.

Marvene Wright, General Office Clerk, Veterans Liaison Office, resignation effective January 1, 1950.

SCHOOL OF MEDICINE AND UNIVERSITY HOSPITALS

APPOINTMENTS:

Max Corput Aiken, Night Watchman, University Hospitals, \$135 per month, effective December 27, 1949.

Clarence Frank Bayless, Student Laboratory Technician, University Hospitals, \$25 per month, effective December 1, 1949.

Dora B. Beck, Research Technician, University Hospitals, \$125 per month, effective December 27, 1949.

Helen Brooks, Dental Assistant, University Hospitals, \$150 per month with laundry of uniforms, effective December 1, 1949.

Paul Eugene Clark, Building Custodian, University Hospitals, \$130 per month, effective December 12, 1949.

Mary A. Cook, Housekeeping, School of Medicine, \$90 per month, effective November 27, 1949.

Audrey M. Daniels, Nurse Aide, University Hospitals, \$90 per month, effective December 21, 1949.

Octavia Fields, Cooks Helper, University Hospitals, \$70 per month with meals and laundry of uniforms, effective December 1, 1949.

Ruperto Franticelli, Building Custodian, University Hospitals, \$130 per month, effective December 1, 1949.

Joy Garrison, Medical Stenographer, University Hospitals, \$135 per month, effective December 5, 1949.

Katherine Graham, Nurse Aide, University Hospitals, \$90 per month, effective December 9, 1949; \$100, January, 1950; \$110, July, 1950.

John T. Keown, Jr., Student Research Assistant, School of Medicine, \$50 per month, effective December 1, 1949.

W. H. Knoblock, Resident Assistant, School of Medicine, \$100 per month, effective December 6, 1949.

January 11, 1950

Erma Morse, Nurse Aide, University Hospitals, \$90 per month, effective December 8, 1949; \$100, January 1, 1950; \$110, June 1, 1950.

Aladene B. Navarre, Medical Stenographer, School of Medicine, \$150 per month, effective December 27, 1949.

Jimmy Perry, Storeroom Clerk, University Hospitals, \$125 per month, effective December 5, 1949.

Wanda Pipkin, Waitress, University Hospitals, \$70 per month with meals and laundry of uniforms, effective December 6, 1949.

Warren A. Ramsey, Laundryman, University Hospitals, \$125 per month, effective December 13, 1949.

Roy Smith, Building Custodian, University Hospitals, \$130 per month, effective December 14, 1949.

Florence Strenge, Tray Girl, University Hospitals, \$70 per month with meals and laundry of uniforms, effective December 8, 1949.

CHANGES:

Helen Dumont, Medical Stenographer, University Hospitals, increase salary to \$150 per month, effective January 1, 1950.

William J. Gore, Assistant Storekeeper, University Hospitals, increase salary to \$183.75 per month, effective January 1, 1950.

Miss Clydine Hughes, Medical Secretary, increase salary to \$175 per month, effective January 1, 1950.

Ruthie G. Johnson, Housekeeper, increase salary to \$110 per month, effective January 1, 1950.

E. M. Lesperance, Carpenter, increase salary to \$167.50 per month, effective January 1, 1950.

Martha Martin, Medical Secretary, transfer from University Hospitals to Medical School with same title and increase salary to \$165 per month, effective December 1, 1949.

J. H. McLeod, Building Custodian, University Hospitals, change to Building Custodian Foreman, Medical School and increase salary to \$150 per month, effective December 1, 1949.

Caroline Pennywell, Housekeeper, increase salary to \$95 per month, effective January 1, 1950.

Vocie Mae Renfrow, Housekeeper, increase salary to \$100 per month, effective January 1, 1950.

January 11, 1950

R. B. Shaffer, Building Custodian, University Hospitals, increase salary to \$135 per month, effective January 1, 1950.

Joy Ann Shideler, Technician, transfer from Medical School to University Hospitals with same title and increase salary to \$180 per month, effective December 1, 1949.

John P. Skrapka, change to Building Custodian, University Hospitals and increase salary to \$140 per month, effective December 1, 1949.

J. O. Stone, Plumber, increase salary to \$190 per month, effective January 1, 1950.

Susie J. Young, Housekeeper, increase salary to \$100 per month, effective January 1, 1950.

RESIGNATIONS:

Nadine Adams, Medical Department Secretary, resigned December 19, 1949.

D. K. Barefoot, Building Custodian, resigned December 20, 1949.

William Bynum, Student Assistant, resigned October 31, 1949.

Patsy Carabajal, Housekeeper, resigned November 30, 1949.

Paul E. Clark, Building Custodian, resigned December 22, 1949.

Janelle Epperson, Assistant Record Librarian, resigned December 15, 1949.

LeRoy Flowers, Building Custodian, resigned December 25, 1949.

Roy Hess, Orderly, resigned December 3, 1949.

Florene Jagers, Nurse Aide, Polio Packer, resigned December 20, 1949.

Faye Lyday, Aide, University Hospitals, resigned December 7, 1949.

LeGrand Maines, Orderly, resigned December 31, 1949.

Leola Myers, Nurse Aide, Polio Packer, resigned December 23, 1949.

G. W. Owens, Night Watchman, resigned November 30, 1949.

Martha Pickens, Tray Girl, resigned December 12, 1949.

Etta Drake Robinson, Staff Nurse, resigned November 30, 1949.

Juanita Sprouse, Nurse Aide, resigned December 31, 1949.

Eula L. Taylor, Nurse Aide, University Hospitals, December 10, 1949.

Walter Reed, Dishmachine Operator, resigned December 13, 1949.