

MINUTES OF A REGULAR MEETING
REGENTS OF THE UNIVERSITY OF OKLAHOMA
WEDNESDAY, NOVEMBER 14, 1951 - 10:00 a.m.

The Regents of the University of Oklahoma met in regular session on Wednesday, November 14, 1951, at 10:00 a.m. in the office of the President of the University.

The following were present: Regent Shepler, President, presiding; T. R. Benedum, Dave Morgan, Rayburn Foster, Quintin Little. Absent: Regents White and Shartel.

The minutes of the meeting held on October 10, 1951 were approved.

President Cross called attention to the 50th Anniversary and Geology Building dedication ceremonies which will be held on Friday, November 30, and invited the Regents to be present. Mr. Shepler will make the dedicatory remarks on behalf of the Regents.

President Cross reported the contractor - J. J. Bollinger Construction Company - in remodeling Holmberg Hall has run into several structural problems that could not be figured in the original contract because of the incompleteness of the only available drawings of the original construction. Also a number of other changes in specifications have been recommended by the Director of the Physical Plant as the work progresses.

President Cross recommended that the Regents authorize the addition of \$7,500 from the Modernization and Repair Fund to the Holmberg Hall Remodeling construction fund, and that the officers of the Board be authorized to execute Contract Change Order #2 in the amount of \$7,500 covering items 1 to 19 as shown in the order.

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

President Cross distributed the tabulation of nine bids for the construction of the addition to the Crippled Children's Hospital which were received on November 8. The Architect for this project (Hudgins-Thompson-Ball), the Dean of the School of Medicine and the Director of the Physical Plant all concur in recommending that the contract be awarded to the low bidder, the Secor Building Company, Incorporated, of Oklahoma City, at a contract price of \$553,644 and that certain savings be made by approval of Change Order No. 1 in order to leave a small reserve for contingencies in the construction fund.

President Cross recommended that the Regents authorize awarding the contract for construction of this project to the Secor Building Company, Inc. for the amount of the base bid stated in the proposal, \$559,990, less the following deduction alternates:

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|--------|--|-------------------|
| (1) a) | Alternate No. 1 (change in plaster specifications) | \$ 676.00 |
| b) | Alternate No. 6 (change in basement finish) | 5,600.00 |
| c) | Alternate No. 7 (change in hardware) | 590.00 |
| d) | Alternate No. 8 (change in roof access) | 1,480.00 |
| | | <u>\$6,346.00</u> |

making the contract price \$553,644.00.

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(2) Execution of Change Order No. 1 in connection with the above contract, providing for omission of certain equipment items and a reduction of \$12,693.00 in the contract price.

On motion by Regent Benedum it was unanimously voted to approve the president's recommendation.

President Cross stated that the Committees on Selection of candidates for Rhodes Scholarships would meet simultaneously throughout the United States on December 12, which is the date of the December meeting of the Regents. He being Chairman of the Oklahoma Committee is expected to be present at the Oklahoma meeting. He asked if it were possible to change the date of the Regents' meeting. It was agreeable to all members present to hold the meeting on Thursday, December 13, and the Secretary was directed to so notify Regents White and Shartel who were absent.

President Cross brought up the question of televising the Oklahoma A & M vs OU football game on December 1, stating that conference rules permitted televising one home game, and that he thought it should be done in this instance. He stated WKY-TV had made a proposal to pay \$750 for televising the game. The Regents were in accord with the plan to televise the game but expressed the opinion the amount offered was too low. Following a discussion Regent Morgan moved as follows: "I move that we enter into a contract with WKY-TV for televising the football game with A & M on December 1." It was suggested that an effort be made to increase the amount suggested.

The motion was unanimously adopted.

President Cross also made inquiry about televising the basketball games.

Following a discussion of this matter Regent Little moved, and it was unanimously voted that the basketball games not be televised.

President Cross reported on the enrolment in the University. He stated that the Oklahoma A & M College had granted from 1200 to 1500 scholarships this year to freshmen and that as a result their enrolment in the freshman class is considerably higher than at the University. He stated the University has awarded only 50 scholarships and in addition only a limited number through funds raised by the Alumni through the University of Oklahoma Foundation. He proposed the possibility of eliminating fees on the freshman level, except to the amount required under the bonded indebtedness for various projects, such as the Union, Power Plant, etc., and that the fees in the higher levels, beginning with the sophomore year, be increased to offset the loss in fees during the freshman year. He asked permission to discuss this matter with the State Regents.

Regent Benedum moved, on recommendation of President Cross, that he explore the matter of fees as discussed by him, with the State Regents for Higher Education, and the motion was unanimously adopted.

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President Cross called attention to the communication sent to each Regent under date of November 9, concerning Group Sickness and Accident Insurance. He stated the Employee's Council had considered the matter and recommended negotiations with the Massachusetts Mutual Life Insurance Company, the plan to be on a voluntary basis. Several other plans were studied. President Cross expressed his approval of the Employee Council recommendation, and on motion by Regent Foster, it was voted to authorize the President to negotiate with the Massachusetts Mutual Life Insurance Company on the basis submitted.

The next item on the agenda was consideration of the modification of the existing housing regulation. He stated that the Interfraternity Council had requested a hearing and that he had agreed to request the Regents to permit representatives to present their views. It was the sense of the Regents that the representatives be heard, and Bob Rennie, President of the Interfraternity Council and Graham Johnson, Jr. were presented.

Mr. Johnson, acting as spokesman, stated the fraternities appreciated the University's position, and that the bond commitments have to be met. He asked that the Regents help the fraternities in the transition period. He stated 39 percent of the freshmen men are living in fraternity houses at this time, and that he would like to discuss some sort of a plan whereby sophomores and juniors be permitted to live in the fraternity houses. He stated 45 percent of the fraternities are operating at full capacity at this time.

The second point brought up by Mr. Johnson was concerning the question of feeding. He stated the women students (freshmen sorority pledges) eat four meals per week in their respective sorority houses but are required to pay the full \$255 per semester in the dormitories, resulting in double payment for the four meals since they are also charged in the sororities. He suggested that some plan be worked out to credit the men for the four meals per week.

Third, in the event the idea of selling OU brings more freshmen to the University, and there should be an overflow, it would ease the situation somewhat. This fall there are 1045 freshmen in the University. We would like to ask that the surplus of men be distributed among the 24 fraternities. The fraternities have an evaluation of \$3,600,000 in property and quite a number have a substantial indebtedness.

During a discussion President Cross stated the proposals by Mr. Johnson are very reasonable. Further, "we are concerned about the problem facing fraternities. They have cooperated in every way possible and we will do what we can to help the fraternities and sororities."

Bob Rennie, President of the Interfraternity Council explained the recruitment program through which approximately sixty men will visit their home-town highschools in an effort to induce high school seniors to come to the University. They are working with Mr. Roberts, the Counselor of Men, and Mr. Churchill, Director of Press Relations. He stated they are very much encouraged over the enthusiasm of the organizations in this program.

Mr. Rennie and Mr. Johnson expressed appreciation for the opportunity to appear before the Regents, and retired from the meeting.

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The matter was discussed further and President Cross stated he was hopeful the situation could be worked out so as not to hurt the organizations unduly. We have no alternative under our bond resolutions, and we hope we have an increase in the number of freshmen men.

Consideration was resumed to items on the agenda.

The following communication was sent to each Regent:

"Gentlemen:

"Because of the fact that the lapse date for certain construction funds at the School of Medicine and University Hospitals will occur very soon after the date of the November meeting of the Board of Regents, I request that you vote now by mail on the following recommendations for certain disbursements in connection with these projects.

"In accordance with recommendations submitted to me by the architects for these projects, concurred in by the Director of Physical Plant and the Vice-President and Business Manager of the University, I recommend approval by the Board of Regents for these items:

- "(1) That the Kitchen and Dining Room Addition to the University Hospital be accepted as a completed project, and final payment to the contractor, the E. V. Cox Construction Company be authorized in the amount of \$34,621.21.
- "(2) That final payment to Winkler and Reid, Architects for the Kitchen and Dining Room Addition, for their services in connection with this project, be authorized.
- "(3) That the Addition to the Medical School Building be accepted as a completed project, and that payment of the final claim of the contractor, the Dunning Construction Company, be authorized in the amount of \$78,611.68.
- "(4) That final payment to Hudgins, Thompson, Ball and Associates, Architect for the Addition to the Medical School Building, be authorized in the amount of \$1,791.30.

"Please indicate in one of the blank spaces below your vote on the above recommendations and return to Mr. Emil R. Kraettli, Secretary of the Board, in the enclosed reply envelope. An extra copy of this communication is enclosed for your file.

G. L. Cross, President"

All members voted AYE by mail and on motion by Regent Benedum the mail vote was confirmed.

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President Cross reported that all work under the contract with the J. J. Bollinger Construction Company, on remodeling of the Obstetrical Ward and Nursery at the University Hospital has been completed and that Mr. Kraft and the architects, Winkler and Reid, recommend acceptance of the work and payment of final estimates. He recommended acceptance by the Regents and authorization to pay the final estimate in the amount of \$10,451.02 to the contractor, and \$263.75 to the architects.

Approved on motion by Regent Benedum.

President Cross recommended acceptance of the Social Sciences Classroom Building and authorization to make payment of the final estimates to the contractor, the Secor Building Company in the amount of \$30,969.43, with the understanding that a cashier's check in the amount of \$500 from the contractor be held in escrow pending the installation of two corridor heaters. The architects and Mr. Kraft report the work has been inspected and they recommend acceptance of the building by the Regents.

The recommendation, moved by Benedum, was unanimously approved.

President Cross reported that the Amerada Petroleum Corporation, Beacon Building, Tulsa, has made a very substantial contribution to the new Geology Building as follows:

Equipping of the Sedimentation Laboratory	\$ 7,500
Equipping ten graduate cubicles @ \$500 each	5,000

He recommended that the Regents direct the President to write a letter of appreciation on behalf of the Regents to the Amerada Petroleum Corporation for this contribution.

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

UNIVERSITY READING LABORATORY

The present fee schedule of the University Reading Laboratory includes the following provision:

"A fee of \$5 for each person taking the diagnostic tests, but not taking remedial work, plus an additional fee of \$3 for an intelligence test, providing intelligence test data is not already available from some other source."

Dr. William Eller, Director of the Reading Laboratory, has come to the conclusion that a substantial number of students are reluctant to take advantage of the testing services because of the cost. He believes that if the diagnostic services could be offered at a lower fee, a greater number of freshmen and sophomores would avail themselves of the services.

Dr. Eller proposes that a separate fee be set up for each of the different possible examination and diagnosis procedures. In many cases only one or two of the different items would be necessary, making it possible for a student to obtain a diagnosis of his reading difficulties at low cost.

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President Cross recommended that the Reading Laboratory fee of \$5 for diagnostic tests, plus an additional fee of \$3 for an intelligence test when needed, be replaced by the following charges for the various items of examination and diagnosis:

1. Intelligence	\$3.00
2. Durrell Analysis of Reading Difficulty	2.00
3. Ophthalmograph	1.50
4. Silent Reading Tests	1.25
5. Spelling test-vocabulary	1.25
6. Telebinocular	1.00
7. Achievement	1.00
8. Gray's Oral Reading Paragraphs	1.00
9. Vocabulary or Study Skill Tests	1.00
10. Handedness	.75
11. Self-Diagnosis Report	.25

Approved on motion by Regent Foster.

DEGREES

The Council on Instruction has approved a joint request of the faculties of the Colleges of Business Administration and Education to substitute the term "Business" for "Commercial" wherever the latter is used in the catalog, and consequently to change the titles of the degrees to "Bachelor of Science in Business Education" and "Master of Business Education."

Since the request involves a change in degrees, the Council believes that the request, with the Council's recommendation of approval, should be submitted to the University Regents and the State Regents.

President Cross recommended that the changes in degrees be approved.

Approved.

UNIVERSITY MUSEUM

President Cross recommended approval of the recommendation by the Director and Curators of the University of Oklahoma Museum as follows:

- 1) That the various Divisions of the Museum be permitted more than one Curator, but that each Division, as at present, have only one vote in the Museum proceedings.
- 2) That the position of Honorary Curator be provided for, without pay, except when specifically provided by the President and the Board of Regents on the recommendations of the Curators and the Director of the Museum.
- 3) That the title of Associate Curator be created.
- 4) That the title of Assistant Curator be created.

Approved.

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HOUSING REGULATIONS

President Cross recommended that the Board of Regents amend Paragraph (1) of the present housing regulations as adopted September 19, 1947, and amended February 14, 1948, which reads as follows:

"(1) That all undergraduate, unmarried students be required to live in University-operated dormitories to the extent that such dormitory rooms are available on the Main Campus of the University; provided that such requirements shall not apply to undergraduate, unmarried students who:

- "a) live with parents or other relatives in Norman, or
- b) commute from a place of residence outside Norman, or
- c) work for room in lieu of paying rent; and provided further that such requirement shall not apply to students who live in a fraternity, sorority or approved student cooperative houses, except that all freshmen women students not in categories a, b, or c above shall live in University-operated dormitories to the extent such facilities are available."

Amend the above by eliminating the word "women" in the fourth line before the end of the paragraph. This amendment would have the effect of requiring freshmen fraternity pledges, as well as sorority pledges, to live in University housing.

He called attention to the commitments made in the resolution authorizing issuance of the Men's Dormitory Bonds which obligate the Regents to establish rules and regulations for student housing which will insure occupancy of the new facilities.

The matter was discussed, and on motion by Regent Foster it was voted to approve the amendment as recommended by President Cross.

The following personnel items recommended by President Cross were approved:

LEAVES OF ABSENCE:

F. Donald Clark, Assistant Professor of Speech, leave of absence without pay from November 5, 1951 to June 1, 1952. (To accept position in Public Relations Department)

RETURN FROM LEAVE OF ABSENCE:

Hugh J. Maguire, Assistant Music Director, Radio Station WNAD, \$225 per month, effective October 26, 1951.

FACULTY APPOINTMENTS:

Horace Vincent Apgar, Special Instructor (Bass Violin), School of Music, \$50 for 4-1/2 months, effective September 1, 1951.

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Helene Carpenter, Special Instructor in Speech, Department of Speech, \$200 per month for 2-1/2 months, effective November 1, 1951.

Jacqueline Sue Davis, Teaching Assistant (Organ), School of Music, \$350 for 4-1/2 months, effective September 1, 1951.

Victor A. Elconin, Associate Professor of English, American Council of Learned Societies Fellowship, \$2,150 for 9 months (half of salary paid from Department of English), effective September 1, 1951.

Rudolph Norman Evjen, Special Instructor, School of Social Work, 1/4 time, no salary, effective September 17, 1951.

Steffen Hansen, Special Instructor (Trumpet), School of Music, \$300 for 4-1/2 months, effective September 1, 1951.

Julia Louise Herrmann, Special Instructor (Harp and Piano), School of Music, \$1000 for 4-1/2 months, effective September 1, 1951.

Betty J. Johnson, Special Instructor (Bassoon), School of Music, \$150 for 4-1/2 months, effective September 1, 1951.

Hubert Bryan Manire, Special Instructor in Field Work, School of Social Work, part time, no salary, effective October 17, 1951.

Elsie Ruth Porter, Special Instructor (Voice), School of Music, \$200 for 4-1/2 months, effective September 1, 1951.

Dwight Vreeland Swain, Special Instructor, Journalism, \$180 for 1 month, effective October 1, 1951.

Nat Foster White, Special Instructor (Flute), School of Music, \$50 for 4-1/2 months, effective September 1, 1951.

FACULTY CHANGES:

Laurence S. Reid, title changed from Professor of Chemical Engineering to Professor of Natural Gas Engineering and Chemical Engineering, effective September 1, 1951; named Chairman of the School of Natural Gas Engineering, September 1, 1951 to September 1, 1952.

Percival Adellon Wesche, Instructor, Department of History, salary increased from \$900 to \$1,050 for 4-1/2 months, effective September 1, 1951.

Gaston Litton, Rockefeller Foundation Archives Grant, \$470 per month for June and July, 1951.

Thurman White, Dean of Extension Division, salary increased from \$6,400 to \$7,000 for 12 months, effective November 1, 1951. (Dean White has recently declined an invitation to be considered for a position as Dean of Extension at Kansas State College at a salary not less than \$7,500.)

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FACULTY RESIGNATIONS:

George H. Guthrey, Special Lecturer in Psychology, resignation effective September 1, 1951.

Richard J. Teweles, Associate Professor, Department of Marketing, resignation effective January 16, 1952.

AIR FORCE CLERK TYPIST SCHOOL

CHANGES:

Edna Jeanne Bailey, Instructor, salary changed from \$325 per month full time to \$225 per month for 2/3 time, effective November 1, 1951.

Dorothy Lyne Cass, Instructor, salary changed from \$350 per month full time to \$250 per month for 2/3 time, effective November 1, 1951.

Robert Elmer Haney, Instructor, salary changed from \$300 per month full time to \$210 per month for 2/3 time, effective October 8, 1951.

Mary Beth Koester, Instructor, salary changed from \$300 per month full time to \$210 per month for 2/3 time, effective November 5, 1951.

Odeal Locke, Instructor, salary changed from \$350 per month for full time to \$250 per month for 2/3 time, effective November 1, 1951.

Johanna Ruark Meredith, Instructor, salary changed from \$350 per month full time to \$250 per month for 2/3 time, effective October 29, 1951.

RESIGNATIONS:

Gladys G. Gambill, Instructor, resignation effective October 21, 1951.

Charles J. Powell, Instructor, resignation effective November 1, 1951.

Dorothy Dean Sanger, Instructor, resignation effective October 28, 1951.

Josephine Taylor, Instructor, resignation effective November 4, 1951.

GRADUATE ASSISTANTS

APPOINTMENTS:

Paul Eric Nelson, Graduate Assistant, Department of Economics, \$100 per month for 3-1/2 months, effective October 1, 1951.

Norman Walter, Graduate Assistant, Department of Psychology, \$100 per month for 1/2 time for 4-1/2 months, effective January 16, 1952.

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SCHOLARSHIPS AND RESEARCH ASSISTANTS:

APPOINTMENTS:

Joseph Charles Finnell, Research Assistant, Department of Zoology, \$127.77 per month for 1/2 time for 9 months, effective September 1, 1951.

Carl Robert Gerling, Socony Vacuum Scholarship in Explorative Science, \$83.33 per month for 9 months, effective September 1, 1951.

William Everett Neptune, William Earl Schlueter Research Fellow, Department of Chemistry, \$125 per month for 8 months, effective October 1, 1951.

James Thrasher, Research Assistant, Department of Psychology, \$50 per month for 1/4 time for 9 months, effective September 15, 1951.

Francis Mark Townsend, Graduate Fellow, Black, Sivalls and Bryson, Incorporated Fellowship, School of Chemical Engineering, \$100 per month for part time, effective September 1, 1951.

Joseph E. Warren, Sinclair Fellowship in Petroleum Engineering, \$166.66 per month for 9 months, effective September 1, 1951.

Philip D. White, Graduate Fellow, Gulf Oil Company Fellowship in Chemical Engineering, \$111.11 per month for part time for 9 months, effective July 1, 1951.

NON-ACADEMIC APPOINTMENTS:

Olive Smith Wadlin, Director of Field Service, Oklahoma Congress of PTA, \$1,375 for 12 months for 1/2 time, effective October 1, 1951.

Billy Leon Bounds, Assistant Hauling Foreman, Building Repair Service, \$210 per month, effective November 1, 1951.

Stephen J. Carr, Assistant Military Property Custodian, \$250 per month, effective October 15, 1951.

Ella Mae Harris, Dining Unit Manager, Short Courses Dining Hall, \$212 per month, effective October 1, 1951.

NON-ACADEMIC CHANGES:

Tommy Louis Walton, Laboratory Maintenance Man, Electrical Engineering, salary increased from \$200 to \$210 per month, effective November 1, 1951.

SCHOOL OF MEDICINE AND UNIVERSITY HOSPITALS

APPOINTMENTS:

Lawrence Patzkowsky, M.D., Associate Preceptor at Alva, effective November 1, 1951 to June 1, 1952.

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George M. Brother, M.D., Consultant, Civil Defense Trust Fund, \$83.33 per month for 1/2 time, effective July 1, 1951.

David C. Lowry, Instructor, Department of Radiology, \$75 per month for 1 hour daily, 6 days a week, effective October 1, 1951.

Frank E. Darrow, Resident, General Surgery, \$80 per month, effective October 1, 1951, \$90 per month with laundry of uniforms and meals while on duty, effective November 1, 1951.

Sybil Lupton, Caseworker, Social Service Department, \$210 per month, effective September 1, 1951; changed to \$110 per month for part time, effective September 17, 1951.

John Hatchett Clymer, M.D., Clinical Assistant, Department of Surgery, clinical rates, (visiting staff), effective November 1, 1951.

Everett Ellis Cooke, M.D., Clinical Assistant, Department of Surgery, clinical rates, (visiting staff), effective November 1, 1951.

Robert Jesse Morgan, M.D., Clinical Assistant, Department of Dermatology and Syphilology, clinical rates, (visiting staff), effective November 1, 1951.

Helen Andis, Head Nurse, Nursing Service, \$230 per month with laundry, effective October 1, 1951.

Shirley Jaffray, Supervisor, Nursing Service, \$10 per day with laundry, part time, effective October 21, 1951.

Rose Marie Miller, Supervisor, Nursing School, \$230 per month with laundry, effective October 22, 1951.

Norma Lee Bryant, Polio Nurse, Nursing Service, \$275 per month with laundry and complete maintenance, effective October 19, 1951.

Wilma Deem, Polio Nurse, Nursing Service, \$275 per month with laundry and complete maintenance, effective November 1, 1951.

Dorothy Rekiere, Polio Nurse, Nursing Service, \$275 per month with laundry and complete maintenance, effective October 31, 1951.

Elvina Sundley, Polio Nurse, Nursing Service, \$275 per month with laundry and complete maintenance, effective November 1, 1951.

Arlene Purcell, General Staff Nurse, Nursing Service, \$200 per month with laundry, effective October 22, 1951.

William Frank Hendricks, Maintenance, Building and Grounds, \$220 per month, effective October 19, 1951.

CHANGES:

Milton J. Serwer, M.D., Clinical Professor, Department of Obstetrics, School of Medicine, salary increased from \$4,500 to \$5,000 for 12 months, effective October 1, 1951.

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Clair Cavanaugh, Instructor, Department of Radiology, School of Medicine, salary changed from \$200 to \$125 per month, effective October 1, 1951, (reduced duties).

Evelyn Hamil, Assistant Director Nursing Service, salary increased from \$300 to \$310 per month, effective October 1, 1951.

Jenell Hubbard, Assistant Director Nursing Service, salary increased from \$275 to \$300 per month, effective October 1, 1951.

Mary Jane Campbell Wolfe, title changed from Assistant Nursing Arts Instructor to Instructor in Nursing, Nursing Arts, salary increased from \$275 to \$310 per month, effective October 1, 1951.

Glenna B. Freeland, title changed from Medical Technician to Assistant in Clinical Pathology, effective October 1, 1951.

Billye Jean Grammer, Technician, Radio Isotope Laboratory, salary changed from \$240 full time to \$160 per month for part time, effective October 1, 1951.

Pat Mayo, title changed from Polio Nurse to General Staff Nurse, Nursing Service, salary changed from \$250 to \$200 per month, effective October 8, 1951; title changed to Head Nurse, salary increased from \$200 to \$220 per month, effective November 1, 1951.

Irion Harrison, title changed from General Staff Nurse to Head Nurse, Nursing Service, effective October 1, 1951.

Billie J. Scarbrough, Medical Technologist, Clinical Laboratories, salary increased from \$245 to \$250 per month, effective October 1, 1951; resignation effective November 9, 1951.

Juanita Stucker, title changed from Head Nurse to Supervisor, Nursing Service, salary increased from \$230 to \$240 per month, effective October 1, 1951.

Nell H. Pappio, Technician, X-ray, salary increased from \$200 to \$225 per month, effective January 1, 1952.

Paul Manek, Carpenter Foreman, Buildings and Grounds, salary increased from \$235 to \$250 per month, effective November 1, 1951.

I. B. Patton, Plasterer, Buildings and Grounds, salary increased from \$225 to \$235 per month, effective November 1, 1951.

O. H. Vaughan, Electrician, Foreman, Buildings and Grounds, salary increased from \$235 to \$250 per month, effective November 1, 1951.

James F. White, Painter Foreman, Buildings and Grounds, salary increased from \$235 to \$250 per month, effective November 1, 1951.

For last page of minutes, see last page in book, 4196. This was improperly numbered and placed.

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RESIGNATIONS:

E. Corinne Keaty, Research Associate, resignation effective September 30, 1951.

M. Idalou Boyd, Medical Technician, Clinical Laboratories, resignation effective. September 29, 1951.

Tom H. Miley, D.D.S., Resident, Oral Surgery, resignation effective October 31, 1951.

Carl Krieger, Jr., Fellow, Department of Anesthesiology, resignation effective December 1, 1951.

Bonnie Weatherly, Night Supervisor, Nursing Service, resignation effective October 10, 1951.

Martha Ann Wallace, Graduate Nurse, Nursing Service, resignation effective October 31, 1951.

JoAnn Hammer, Head Nurse, Nursing Service, resignation effective September 26, 1951.

Bernella Taylor, Head Nurse, Nursing Service, resignation effective October 31, 1951.

Charlene Bitting, General Staff Nurse, Nursing Service, resignation effective October 8, 1951.

Dorothy Harrison, General Staff Nurse, Nursing Service, resignation effective October 14, 1951.

Bobbie Kerley, General Staff Nurse, Nursing Service, resignation effective October 13, 1951.

Dorothy Loescher, General Staff Nurse, Nursing Service, resignation effective September 3, 1951.

Virginia Snow, General Staff Nurse, Nursing Service, resignation effective October 31, 1951.

Melba Tucker, General Staff Nurse, Nursing Service, resignation effective October 13, 1951.

Winona Bufford, Polio Nurse, Nursing Service, resignation effective October 31, 1951.

Laura Golden, Polio Nurse, Nursing Service, resignation effective October 26, 1951.

Lucille Kerns, Polio Nurse, Nursing Service, resignation effective October 10, 1951.

Neldia Kuebler, Polio Nurse, Nursing Service, resignation effective October 15, 1951.

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Mary LeBay, Polio Nurse, Nursing Service, resignation effective September 30, 1951.

Anne Popek, Polio Nurse, Nursing Service, resignation effective October 31, 1951.

Juanita Schram, Polio Nurse, Nursing Service, resignation effective October 20, 1951.

Sylvia Simon, Polio Nurse, Nursing Service, resignation effective October 20, 1951.

Mabel Stephanic, Polio Nurse, Nursing Service, resignation effective October 20, 1951.

Alvna Sundley, Polio Nurse, Nursing Service, resignation effective October 31, 1951.

Virginia Young, Polio Nurse, Nursing Service, resignation effective September 6, 1951.

Approved.

There being no further business the meeting was adjourned at 12:30 p.m.

Emil R. Kraettli, Secretary

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ITEMS NOT SUBMITTED TO REGENTS (See Resolution Adopted October 1, 1948.)

NON-ACADEMIC LEAVES:

Pauline E. Hanley, Clerical Secretary, Physical Education for Women, leave of absence without pay from November 23 to November 25, 1951.

Walter Bryant Bullock, Building Custodian, Sooner City Housing, leave of absence without pay from October 21, 1951 to February 1, 1952; returned from leave of absence and transferred to Hourly Payroll, effective November 6, 1951.

NON-ACADEMIC APPOINTMENTS:

June Adams Amacker, Psychometrist, Psychological Service Center, \$66.66 per month for 1/2 time, effective October 22, 1951.

Terence Ivron Baggett, Jr., Laboratory Assistant, School of Art, \$50 per month for 1/4 time, effective September 11, 1951.

Maxine T. Barnes, General Office Clerk, General Housing Administration, \$130 per month, effective October 3, 1951; title changed to Account Clerk I, salary increased to \$140 per month, effective November 1, 1951.

Patti Ann Weaver Barrett, Clerical Secretary, Department of History, \$75 per month for 1/2 time, effective October 29, 1951 to November 2, 1951.

Ouida Beverly Blake, Museum Attendant, Art Museum, \$150 per month, effective October 3, 1951.

Pat Briscoe, Information Clerk, Radio Station WNAD, \$150 per month, effective October 25, 1951.

Alta Burdette, Test Technician, Educational Materials Services, \$175 per month, effective October 15, 1951.

Dorris Aline Taylor Carley, Clerical Secretary, Office of the President, \$150 per month, effective September 17, 1951; title changed to Information Clerk, effective October 1, 1951; salary increased to \$160 per month, effective November 1, 1951.

Charles F. Daniel, Library Assistant, University Library, \$60 per month for 1/2 time, effective September 17, 1951.

Lola Daphyne Davis, General Duty Nurse, Student Health Service, \$200 per month, effective November 1, 1951.

Thomas Elijah Evans, Building Custodian, Janitor Service, Physical Plant, \$170 per month, effective October 8, 1951.

John C. Freed, Laboratory Assistant, School of Art, \$50 per month for 1/4 time, effective October 4, 1951.

Janet Krug Goddard, Account Clerk I, Office of the Controller, \$140 per month, effective October 22, 1951.

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Bob Ree Hooper, Airport Attendant, Westheimer Flying Field, \$175 per month, effective October 23, 1951.

Barbara Germany Hughes, Office Machine Operator, University Press, Printing Division, \$70 per month for 1/2 time, effective October 15, 1951.

Gretta J. January, Clerk Typist, Office of the Dean of University College, \$125 per month, effective October 1, 1951.

Mary Frances Ketner, Clerical Secretary, School of Drama, \$150 per month, effective October 12, 1951.

Margaret Cowger Kightlinger, Clerk Typist, Photography Service, \$125 per month, effective October 13, 1951.

Margie P. Lawson, Assistant Cook, Student Health Service, \$125 per month, effective October 15, 1951.

Harry F. Lorenzen, Assistant Supervisor of Music Practice Building and Clerk Typist, School of Music, \$125 per month, effective September 17, 1951.

Betty June Mashburn, Housing Assistant, Housing Office, \$150 per month, effective October 1, 1951.

Nancy Jane Nachtmann, Clerical Secretary, History, \$75 per month, 1/2 time, effective October 6, 1951.

Marguerite McManus Potter, Library Assistant, University Library, \$150 per month, effective October 25, 1951.

Lois Owen Powell, General Office Clerk, Employment Service, \$65 per month for 1/2 time, effective November 12, 1951.

Katherine Price, Chief Clerk, Purchasing Office, \$185 per month, effective October 1, 1951.

Jennie Lou Grey Quong, Clerical Secretary, Art Museum, \$75 per month for 1/2 time, effective September 27, 1951.

Robert W. Ratliff, Clerical Secretary, Dean's Office, College of Fine Arts, \$112.50 per month for 3/4 time, effective November 5, 1951.

Phyllis Hickey Richardson, General Office Clerk, Correspondence Study, \$130 per month, effective October 1, 1951.

Marion Abbott Saylor, Clerical Stenographer, Physical Plant, \$140 per month, effective November 1, 1951.

Ida Bursleson Self, Librarian II, University Library, \$100 per month for 1/2 time, effective October 1, 1951.

Jack Shirley, Assistant Counselor, Jefferson House, \$50 per month for 1/2 time, effective September 15, 1951.

November 14, 1951

Mary Jane Silva, Clerical Stenographer, Military Science, \$140 per month, effective October 15, 1951.

Phyllis Cunningham Skeen, Registration Clerk, PBX Operator, Admissions and Records, \$140 per month, effective October 15, 1951.

Mary Jane Smith, Clerical Stenographer, Law Library, \$105 per month for 3/4 time, effective September 13, 1951.

Margaret Anderson Sparks, Clerical Secretary, Office of the President, \$150 per month, effective October 1, 1951.

Marjorie Ann Khyllmann Theimer, Clerical Secretary, School and Community Services, \$150 per month, effective September 29, 1951.

Jeanne Evelyn Thornton, Clerical Stenographer, Accounting Department, \$70 per month for 1/2 time, effective September 10, 1951.

Bernadine Herwona Toyebo, Clerk Typist, Department of Psychology, \$62.50 per month for 1/2 time, effective September 25, 1951.

Edward Leroy Warren, Bindery Assistant, Bookbindery, \$30 per month, effective October 1, 1951.

Wilma Lee Wilson, Clerical Stenographer, Educational Materials Services, \$140 per month, effective September 25, 1951.

Mercedes Elizabeth Zimmerman, Clerical Secretary, Department of Zoology, \$150 per month, effective October 1, 1951.

Approved.

NON-ACADEMIC CHANGES:

Carol Jane Ansel, title changed from General Office Clerk to Personnel Clerk, Employment Service, salary increased from \$130 to \$150 per month, effective November 15, 1951.

Ray Barto, Fireman, Fire and Police Protection, salary increased from \$190 to \$195 per month, effective October 1, 1951.

Doris Jo Curtis, Medical Records Librarian, Student Health Service, salary increased from \$125 to \$130 per month, effective November 1, 1951.

Faye M. Cypert, Housing Assistant, Housing Office, salary increased from \$150 to \$160 per month, effective October 1, 1951.

B. Louise Gladden, returned from leave of absence without pay, changed from Payroll Clerk, Office of the President to Clerical Secretary, Office of the Secretary, effective November 13, 1951.

Patty Jean Hobbs, title changed from Clerical Stenographer to Clerical Secretary, Air Science, salary increased from \$140 to \$150 per month, effective October 1, 1951.

November 14, 1951

Al Clem Jansing, title changed from Building Custodian, Women's Dormitory System to Assistant Housing Group Manager, Bond Project Maintenance, salary increased from \$175 to \$200 per month, effective October 1, 1951.

Pauline Frankel Kraus, title changed from Clerical Stenographer to Clerical Secretary, Office of the Director, Physical Plant, salary increased from \$140 to \$150 per month, effective November 11, 1951.

Alice Kiyono Oka, title changed from Clerical Stenographer to Clerical Secretary, Military Science, salary increased from \$140 to \$150 per month, effective October 12, 1951.

Georgann Reed Patchen, title changed from Account Clerk I to Payroll Clerk, Office of the President, effective November 1, 1951.

Norma H. Pickett, title changed from Account Clerk I to Payroll Clerk, Housing Office, salary increased from \$140 to \$160 per month, effective November 1, 1951.

Mary G. Ragsdale, title changed from Clerical Stenographer to Account Clerk II, Educational Materials Services, salary increased from \$140 to \$160 per month, effective October 1, 1951.

Helen E. Reynolds, Nursery Assistant, Sooner City Nursery School, salary increased from \$130 to \$140 per month, effective October 1, 1951.

Bobbie Jeanne Smith, title changed from Account Clerk I to Clerical Secretary, Office of the Controller, salary increased from \$140 to \$150 per month, effective November 16, 1951.

Marilyn L. Wilson, Nursery Assistant, Sooner City Nursery, salary decreased from \$140 per month for full time to \$97.50 per month for 3/4 time, effective November 1, 1951.

Approved.

NON-ACADEMIC RESIGNATIONS:

Carol Fisher Baker, Registration Clerk, PBX Operator, Admissions and Records, resignation effective October 21, 1951.

Ralph Crawford Cox, Assistant Mechanic, Building Repair Service, resignation effective October 16, 1951.

Suzanne Jennings Curtis, Clerical Secretary, Office of the Secretary, resignation effective November 6, 1951.

Betty L. Granheim, Nursery Assistant, Sooner City Nursery, resignation effective November 1, 1951.

Joseph Eulice Grayson, Building Custodian, Physical Plant, resignation effective November 4, 1951.

November 14, 1951

Lillian Williams Harmon, Clerical Stenographer, Physical Plant, resignation effective October 23, 1951.

Ed B. Hill, Truck Driver, Receiving and Inventory, resignation effective October 28, 1951 (to be paid 3/4 of a day on October 28, 1951).

Arthur Lee Hunt, Building Custodian, Physical Plant, resignation effective October 1, 1951.

Vera Charlene Iske, Clerical Secretary, Military Science, resignation effective October 12, 1951.

Melvin J. Ives, Heavy Equipment Foreman, Building Repair Service, resignation effective September 8, 1951.

Joan Bader Kaufman, Personnel Clerk, Employment Service, resignation effective November 16, 1951.

Margie P. Lawson, Assistant Cook, Student Health Service, resignation effective November 1, 1951.

Howard C. Lewis, Laborer II, Building Repair Service, resignation effective September 12, 1951 (noon).

Charleen Widmer Martin, Office Machine Operator, University Press, Printing Division, resignation effective October 13, 1951 (noon).

Lanora Helen Milligan, Account Clerk II, Educational Materials Services, resignation effective October 1, 1951.

Charles B. Myers, Airport Attendant, Westheimer Flying Field, resignation effective October 12, 1951.

Nancy Jane Nachtmann, Clerical Secretary, Department of History, resignation effective October 26, 1951.

Lela Rae McAdams Nailon, Clerical Secretary, Office of the Controller, resignation effective November 17, 1951.

Wanda Lee Nieto, Clerk-Typist, Photographic Service, resignation effective October 14, 1951.

Leslie D. Phelps, Assistant Hauling Foreman, Building Repair Service, resignation effective November 1, 1951.

Jo Della Reigle, Psychometrist, Educational Materials Service, resignation effective October 24, 1951.

Jacqueline Holst Shoemaker, Payroll Clerk, Housing Office, resignation effective November 13, 1951.

Joseph Simmons, Jr., Photographer-Technician, School of Journalism, resignation effective November 1, 1951.

November 14, 1951

Raglens Elna Smith, Housing Assistant, Housing Office, resignation effective October 1, 1951.

Patricia Marie Steele, Clerical Secretary, Dean's Office, College of Fine Arts, resignation effective November 4, 1951.

Sara Marie Strong, Library Assistant, University Library, resignation effective October 11, 1951.

Francis B. Stephen, Laboratory Assistant, School of Art (transferred to Hourly Payroll), effective November 1, 1951.

Nathan Marvin Sterling, Fireman, Police and Fire Protection, resignation effective November 8, 1951.

Sheila Watkins Van Frank, Clerk-Typist, School of Drama, resignation effective October 21, 1951.

Approved.

SCHOOL OF MEDICINE AND UNIVERSITY HOSPITALS

APPOINTMENTS:

Wilda Lea Caudell, Technician's Aide, Blood Bank, \$100 per month with laundry of 3 uniforms per week, effective October 24, 1951.

Georgia A. Stathos, Technician, \$50 per month for part time for 6 months, effective October 1, 1951.

John Francis Dunkel, Teaching Fellow in Pathology, \$60 per month, effective September 1 to December 1, 1951.

D. C. Garrison, Stock Clerk, Buildings and Grounds, \$160 per month, effective October 30, 1951.

Lola Guenther, Information Clerk, Admitting, \$105 per month for part time, effective November 5, 1951.

Patricia Pearl O'Bryan, Typist, National Fund for Medical Education, \$150 per month, effective October 13, 1951.

Carlene Robinson, Secretary, Social Service, \$160 per month, effective October 29, 1951.

Florence Salyer, Switchboard Operator, PBX, \$145 per month, effective October 26, 1951.

Mary Lou Self, Clerk-Typist, Nursing Service, \$140 per month, effective November 1, 1951.

Approved.

November 14, 1951

CHANGES:

Evelyn Cochran, Bookkeeper, Business Office, salary increased from \$165 to \$175 per month, effective November 1, 1951.

Donald D. Layton, Technician, salary changed from \$185 per month for full time to \$60 per month for part time, effective September 17, 1951.

Gladys Janice Medford, title changed from Clerk Typist to Secretary, Dietary, salary increased from \$145 to \$165 per month, effective December 1, 1951.

Nancy Stokes, Clerk Typist, Dietary, salary increased from \$120 to \$130 per month, effective December 1, 1951.

M. J. White, Admitting Clerk, Admitting Department, salary increased from \$135 to \$150 per month, effective December 1, 1951.

Harlan A. Cauthron, Stock Clerk, Supply Department, salary increased from \$135 to \$140 per month, effective November 1, 1951.

Delores M. Crosthwait, Stenographer, X-Ray Department, salary increased from \$150 to \$165 per month, effective January 1, 1952.

Jo Ann Denny, Secretary, salary increased from \$175 to \$180 per month, effective November 1, 1951.

Lois Glory, transferred from Ward Clerk to Ward Aide, Nursing Service, salary decreased from \$125 to \$120 per month, effective November 1, 1951.

Grace M. Humphries, Chief Operator, PBX, salary increased from \$175 to \$185 per month, effective November 1, 1951.

Cara Lee Johnson, Ward Clerk, Nursing Service, salary increased from \$100 to \$125 per month, effective October 1, 1951.

Approved.

RESIGNATIONS:

Jeanne Hartman Athey, Technician, Tumor Clinic Trust Fund, resignation effective October 31, 1951.

George E. Merkley, Jr., Technical Assistant, resignation effective October 31, 1951.

Bessie L. Swift, PBX Operator, PBX, resignation effective December 7, 1951.

Wilma Gardner, Clerk Typist, Nursing Service, resignation effective October 31, 1951.

Dorothy Estell Gathers, Brace Shop Clerk, Brace Shop, resignation effective October 31, 1951.

November 14, 1951

Delores Hacker, Clerk Typist, School of Nursing, resignation effective October 24, 1951.

Jeanne Hager, Secretary, Social Service, resignation effective October 31, 1951.

Armeta W. Siler, PBX Operator, PBX, resignation effective November 2, 1951.

Letha Louise Simonton, Information Clerk, Admitting, resignation effective November 1, 1951.

Howard Frank Weems, Receiving Clerk, Receiving, resignation effective October 23, 1951.