

MINUTES OF A REGULAR MEETING
REGENTS OF THE UNIVERSITY OF OKLAHOMA
THURSDAY, SEPTEMBER 11, 1952 - 10:00 A.M.

The Regents of the University of Oklahoma met in regular session on Thursday, September 11, 1952, at 10:00 a.m.

The following members were present: Regent Oscar White, President, presiding; Regents T. R. Benedum, Dave Morgan, Rayburn Foster, Joe McBride. Absent: Regents Short and Little.

The minutes of the special meeting held on July 30, 1952, were approved.

President Cross reported on the enrolment prospects for the fall semester. He explained with reference to pre-enrolment, stating that approximately 1,500 freshmen completed their enrolments, and he estimated there would be more than 2,100 freshmen this fall. Cross Center and the Women's Quadrangle are filled, as are the prefabs and other housing for married students. He estimated the enrolment will be as large as last year. The University bond situation is satisfactory whereas it was thought there might be some difficulties this year.

President Cross asked that the Regents confirm the telephone vote with reference to removing the quotas for freshmen in the sororities. This made it possible for more girls to affiliate with the sororities, and did avoid some of the disappointments which would have occurred under the quota system which has been operating for a number of years.

Regent Benedum moved, and it was voted, that the quota restrictions on freshmen be removed as indicated by the telephone vote of the Regents.

President Cross reported that the School of Medicine continues to be fully accredited by the A.M.A. following an inspection recently. He read from the report which was very complimentary on improvements that have been made.

It was agreed in making the announcement of this rating that "we express appreciation to the Governor, the Legislature, the State Medical Association, and the people of the state for their interest and assistance in the improvements made at the School of Medicine."

President Cross reported also that the College of Pharmacy is now fully accredited by the National Pharmaceutical Association. The school was visited last spring and a very favorable report was made to the Association by the inspectors.

The School of Architecture is also fully accredited by the National Association.

443
September 11, 1952

The Regents were gratified over these reports by the President and suggested that publicity be given through the Department of Press Relations.

President Cross reported also with reference to the freshman convocation on Monday evening of this week, at which awards were made to two outstanding students of last year's freshman class through a gift of \$500 from Reta and Savoie Lottinville. The students were Charles Allen Melton of Oklahoma City, and Carolyn Kay Adams of Amarillo, Texas. Mr. Melton was also given the Pe-et award established in 1937 by the leadership and scholarship fraternity for men.

Ten members of the faculty received awards of \$500 each through a grant of \$25,000 established through the University of Oklahoma Foundation by gifts from four donors as follows: Ward S. Merrick, Ardmore, Chairman of the University of Oklahoma Foundation Board of Trustees; T. W. McCasland, Duncan; Charles P. McGaha, President of the City National Bank of Wichita Falls, Texas; and the Lloyd Noble organization, Ardmore, through Cecil Forbes, President of the Noble Drilling Company. The plan calls for ten awards each year for five years. The members of the faculty receiving awards, and selected by a secret faculty committee were: Blanche Sommers, Associate Professor of Pharmacy; Dr. Harlan Bryant, Professor of Education; Dr. Kester Svendsen, Professor of English; Dr. Arthur Bernhart, Associate Professor of Mathematics; Dr. Kenneth Crook, Professor of Chemistry; Dr. Edwin C. McReynolds, Assistant Professor of History; Mary Ann Warren, Associate Professor of Home Economics; Mildred Andrews, Associate Professor of Music; Dr. J. Paul Duncan, Associate Professor of Government; and Dr. Reed M. Powell, Assistant Professor of Sociology.

The Regents asked that the President of the Board write to each donor establishing the various awards expressing appreciation on behalf of the Regents; also to each person receiving an award.

President Cross presented the plans for the Fred Jones, Jr. Chapel which is to be erected on the campus by Mr. and Mrs. Fred Jones as a memorial to their son. The Regents unanimously approved the plans submitted, and asked the President to inform Mr. and Mrs. Jones.

In accordance with a request by the Regents at the July 30 meeting, President Cross submitted in the agenda a "Summary of Property Damage and Business Interruption Insurance" on self-liquidating projects on the campus, showing the amount of insurance on each project and the average annual premium paid. No further action was taken on this matter.

President Cross presented the following resolution and recommended adoption:

UNLAWFUL ASSEMBLY

The Regents of the University of Oklahoma recognizing the necessity of complete observance of all state statutes by the students and staff

September 11, 1952

of the University and desiring to reaffirm that necessity, resolve that any group of students gathered in such manner as to disturb the public peace, excite public alarm or to do violence to any person or property or gathered in any manner so as to bring disgrace or disrepute to the University or if any group of students refuses to disperse or to assist in dispersing such a gathering upon request from duly elected or appointed officials of the state, county or town or upon request from the University Administration, such students shall be subject to disciplinary action including suspension or expulsion from the University.

The resolution was unanimously adopted on motion by Regent Benedum.

President Cross recommended confirmation of the mail vote on authorization to award the football broadcasting contract to Radio Station KOMA of Tulsa at their bid of \$5,100. The other bid received was from KTOK and KOMA of Oklahoma City at \$3,750.

President Cross stated that twenty-two stations are under contract with KOMA to carry the broadcasts, and five additional Oklahoma stations have given verbal agreement to carry the broadcasts.

On motion by Regent Morgan the recommendation was approved.

President Cross recommended authorization to sign a contract with the University of North Carolina for home-and-home games, the first at Chapel Hill on September 24, 1955, and a return game at Norman on September 29, 1956.

Approved

President Cross recommended approval on chairmanship appointments as follows:

Professor Wyatt Marrs, Chairman of the Department of Sociology for a one-year period.

Professor Robert Bell, Chairman of the Department of Anthropology for a four-year term. Dr. Bell has been chairman for the past four years and Dr. Karl Schmitt, who was killed in a train-car collision this summer had been appointed as Chairman.

Professor R. L. Huntington, Chairman of the School of Chemical Engineering for 1952-53.

Approved

President Cross reported bids were opened on agricultural and grazing leases on three tracts of land on September 1, 1952, at 10:00 a.m., as follows:

Tract No. 1 - 51.6 acres on a portion of the Noble Auxiliary Flying Field to be used for grazing purposes only

September 11, 1952

Tract No. 2 - 342 acres on a portion of the Noble Auxiliary Flying Field to be used for agricultural purposes only

Tract No. 3 - 280 acres on the North Campus to be used for agricultural purposes only

Mr. Ike Hall submitted the highest bid on each tract as shown below.

The bids were for five-year leases from January 1, 1953, to December 31, 1957, subject to all restrictions and reservations made by the United States in quitclaim deeds transferring title of the land to the University.

Tract No. 1	\$500 annual rental
Tract No. 2	\$1,750 annual rental
Tract No. 3	\$1,500 annual rental

President Cross recommended that the bids of Mr. Ike Hall be accepted and that the officers of the Board of Regents be authorized to execute the lease agreements on behalf of the Regents.

Approved

President Cross reported the following deaths which have occurred since the last meeting of the Regents on July 30, 1952:

Colonel John A. Wupperfield, Assistant Professor of Air Science and Tactics, August 4, 1952.

Dr. Karl Schmitt, Assistant Professor of Anthropology. Dr. Schmitt was killed in a train-car collision in New Mexico on August 6.

Mr. Floyd Swank, Supervisor of Laboratory Supplies, Department of Chemistry died of a heart attack on August 7.

Jerome Dowd, Professor Emeritus of Sociology, died on August 12.

The President was asked to write letters of sympathy to the survivors in each instance on behalf of the Regents.

PERSONNEL ITEMS

President Cross recommended approval of the following:

FACULTY

RETURN FROM MILITARY LEAVE OF ABSENCE:

James O. Melton, reappointed Assistant Professor of Mechanics and Engineering Metallurgy, \$4,200 for 9 months, September 1, 1952.

September 11, 1952:

LEAVE OF ABSENCE WITHOUT PAY:

Paul A. Brinker, Associate Professor of Economics, September 1, 1952, to September 1, 1953, in order to participate in program for the Carter Oil Company.

APPOINTMENTS:

William E. Bittle, Instructor of Anthropology, \$4,000 for 9 months, September 1, 1952.

Donald G. Humphrey, Instructor of Art, \$3,200 for 9 months, September 1, 1952.

Hugh Wilson Treadwell, Editorial Assistant, Books Abroad; Instructor of Modern Languages; \$3,700 for 12 months, September 1, 1952.

Charles Howell Reeves, Associate Professor of Classical Languages and Literature, \$4,600 for 9 months, September 1, 1952.

Kenneth E. Schnelle, Assistant Professor of Economics, \$4,500 for 9 months, September 1, 1952.

Louise Beard Moore, Assistant Professor of Journalism, \$5,000 for 12 months, September 1, 1952.

Ben Theodor Goldbeck, Jr., Instructor of Mathematics and Astronomy, \$2,250 for 9 months, 3/4 time, September 1, 1952.

A. E. Labarre, Jr., Instructor of Mathematics and Astronomy, \$3,400 for 9 months, September 1, 1952.

John Samuel Urban, Teaching Assistant of Physics, \$1,600 for 9 months, 2/3 time, September 1, 1952, to January 16, 1953.

Harper Vincent Orth, Special Lecturer, School of Public Health, without cost to the University, June 1, 1952.

Harry Mason Lyle, Assistant Professor of Speech, \$4,100 for 9 months, September 1, 1952.

Dawn Rippy Gwaltney, Kindergarten Assistant, University School, \$900 for 9 months, 1/2 time, September 1, 1952.

Geneva Evans, Instructor (First Grade), University School, \$4,200 for 12 months, September 1, 1952.

Thelma Merrell Haddan, Instructor (Second Grade), University School, \$4,200 for 12 months, September 1, 1952.

Helen Wick Vann, Instructor (Third Grade), University School, \$4,200 for 12 months, September 1, 1952.

4447
September 11, 1952

Reappointments:

Arthur Harry Doerr, Assistant Professor of Geography, \$4,300 for 9 months, September 1, 1952.

Wei-Ta Huang, Assistant Professor of Geology, \$3,800 for 9 months, September 1, 1952.

Leon Tisdale, Teaching Assistant of Physics, \$1,600 for 9 months, 2/3 time, September 1, 1952.

Patricia Bynum Riggs, Special Instructor of Zoology, \$3,300 for 9 months, September 1, 1952.

CHANGES:

Dr. Muzafer Sherif, Rockefeller Foundation Grant, June 15 to September 15, 1952 at \$666.66 per month, or a total of \$1,999.98; Psychology (Professor), September 1, 1952, to June 1, 1953, at \$4,500 for 9 months; Rockefeller Foundation Grant, September 15, 1952, to June 15, 1953, at \$3,000 for 9 months.

Richard G. Fowler, Associate Professor of Physics, salary changed from \$4,900, full time, to \$1,225 for 9 months, 1/4 time, September 1, 1952.

Euline Fay Jones, Promoted from Instructor to Assistant Professor of Architecture, salary increased from \$3,300 to \$3,800 for 9 months, September 1, 1952.

John W. Morris, Associate Professor of Geography, salary changed from \$4,700, full time, to \$2,350, 1/2 time, for 9 months, September 1, 1952.

RESIGNATIONS:

Helen T. Clark, Assistant Professor, School of Home Economics, August 1, 1952.

John March, Assistant Librarian, University Libraries; Associate Professor of Library Science, September 1, 1952.

W. Cameron Meyers, Assistant Professor of Journalism, September 1, 1952.

George W. Randle, Instructor of Mechanics and Engineering Metallurgy, September 1, 1952.

GRADUATE ASSISTANTS

APPOINTMENTS:

Ingeborg M. Halbeck, Department of Chemistry, \$900 for 9 months, 1/2 time, September 1, 1952.

Max Roger Westbrook, Department of English, \$900 for 9 months, 1/2 time, September 1, 1952.

September 11, 1952

Richard S. Brooks, Department of Government, \$1,200 for 9 months, September 1, 1952.

Wayne Timothy Ford, Department of Mathematics and Astronomy, \$450 for 4 1/2 months, 1/2 time, September 1, 1952, to January 16, 1953.

James Gray Smalley, Department of Modern Languages, \$1,200 for 9 months, 1/2 time, September 1, 1952.

Robert Sanford Brownlee, Graduate Assistant-Accompanist, School of Music, \$900 for 9 months, September 1, 1952.

William Corwin Vinyard, Oklahoma Biological Survey, \$1,200 for 9 months, September 1, 1952.

Boyce Benge Bolton, School of Petroleum Engineering, \$900 for 9 months, part time, September 1, 1952.

Frank Lee Miller, Department of Physics, \$900 for 9 months, 1/2 time, September 1, 1952.

Helen McElree, Department of Plant Sciences, \$900 for 9 months, 1/2 time, September 1, 1952.

William Robert Romig, Department of Plant Sciences, \$900 for 9 months, 1/2 time, September 1, 1952.

Davis Freeland Parmelee, Department of Zoology, \$1,200 for 9 months, 1/2 time, September 1, 1952.

DECLINED TO ACCEPT APPOINTMENTS:

- Jean Gillespie Bushner, Department of English.
- Hallie Pope Jackson, Department of Modern Languages.
- Thadeus C. Johnston, University Reading Laboratory.
- Dorothy Tadlock, University Reading Laboratory.

SCHOLARSHIPS AND FELLOWSHIPS

SCHOLARSHIPS:

Appointments:

Earl Winston Smith, Socony-Vacuum Scholarship in Explorative Sciences, \$750 for 9 months, September 1, 1952.

Alexander D. N. Thomson, Scholarship in Petroleum Engineering, Socony-Vacuum Oil Company, \$750 for 9 months, September 1, 1952.

4449

September 11, 1952

FELLOWSHIPS:

Appointments:

George O. Coalson, Archival Fellow, Rockefeller Foundation Archives Grant, \$112.50 for 2 weeks, August 1 to August 15, 1952.

Bill Rollin Hise, Stanolind Oil and Gas Company Fellow, \$1,250 for 9 months, September 1, 1952.

NON-ACADEMIC

APPOINTMENTS:

Robert B. Bohacek, Laboratory Attendant, Department of Chemistry, \$2,400 for 12 months, August 11, 1952.

Maston L. Powers, Specialist in Trades and Industrial Education, Extension Division, Office of the Dean, \$6,500 for 12 months, September 1, 1952, to July 1, 1953.

Mary Elizabeth Roberts Webb, Librarian II, (Assistant Circulation Librarian), University Libraries, \$3,200 for 12 months, September 1, 1952.

CHANGES:

Robert H. Rucker, Title changed from Consulting Landscape Architect to Supervisor of Grounds and Landscape Architect, salary rate increased from \$250 part time, to \$500 per month, full time, July 1, 1952.

Jesse Elvin Burkett, Director, School of the Air, Radio Station WNAD, salary changed from \$330 per month, full time, to \$165 per month, 1/2 time, September 16, 1952, to June 1, 1953.

Benjamin C. Smith, Title changed from Assistant Music Director to Music Director, Radio Station WNAD, salary increased from \$200 to \$250 per month, August 24, 1952.

Clarence William Skinner, Supervisor, I.B.M. Tabulating Section, Statistical Service Laboratory, salary increased from \$390 to \$400 per month, August 1, 1952. Appointment as Special Instructor in Accounting cancelled.

Approved

SCHOOL OF MEDICINE AND UNIVERSITY HOSPITALS

President Cross recommended approval of the following:

That Dr. A. N. Taylor, Associate Professor of Physiology and Chairman of the Department of Physiology, be appointed Associate Dean in Charge of Student Affairs to fill the vacancy created by the resignation

September 11, 1952

of Dr. Homer F. Marsh. Dr. Taylor has been on the faculty of the School of Medicine since 1946.

That his salary be increased by \$2,000 annually, effective August 1, 1952, for the additional duties as Associate Dean in Charge of Student Affairs. His present salary is \$7,000 on a 12-month basis.

RETURN FROM MILITARY LEAVE OF ABSENCE:

James J. Gable, M. D. reappointed Instructor in Medicine, clinical rates, August 22, 1952.

APPOINTMENTS:

Hal Harrison Ramsey, III, Assistant Professor of Bacteriology, \$4,800 for 12 months, August 15, 1952.

Mildred Elizabeth Dorffeld, Assistant Director of the School of Nursing; Assistant Professor in Nursing, \$4,500 for 12 months, August 1, 1952.

Muriel Hall Hyroop, Instructor in Psychiatry and Neurology, clinical rates, August 1, 1952.

Roy Winston Williams, Instructor in Preventive Medicine and Public Health, \$3,400 for 12 months, September 1, 1952.

RESIGNATION:

R. H. Brame, Assistant Superintendent of Buildings and Grounds, August 31, 1952.

GRADUATE ASSISTANTS AND FELLOWSHIPS:

Graduate Assistants:

Appointments:

James Wilks Lawson, Department of Pharmacology, \$125 per month, July 1, 1952.

Robert E. Coalson, Heart Disease and Cancer Control, Department of Anatomy, \$141.65 per month, July 1, 1952.

Changes:

I. Ernest Gonzalez, Heart Disease and Cancer Control, Department of Anatomy, salary increased from \$141.65 to \$158.33 per month, July 1, 1952.

Paul Baker McCay, Heart Disease and Cancer Control, salary increased from \$125 to \$141.65 per month, July 1, 1952.

September 11, 1952

Alfonso Richards, Heart Disease and Cancer Control, salary increased from \$125 to \$141.67 per month, September 1, 1952.

Robert Troop, Heart Disease and Cancer Control, salary increased from \$100 to \$125 per month, July 1, 1952.

Lloyd Glenn McArthur, Overhead Trust Fund, salary increased from \$125 to \$141.67 per month, July 1, 1952.

Fellowships:

Appointments:

Helen Ruth Marshon, Fellow, Department of Anesthesiology, \$200 per month, July 1, 1952.

Change:

John Francis Dunkel, Fellow, Overhead Trust Fund, salary increased from \$225 to \$250 per month, July 1, 1952.

Approved

Dean Everett reports that the June 30 surplus of the School of Medicine at the end of the last fiscal year, June 30, 1952, was \$33,106.92 instead of \$22,441 as previously estimated. He requests that the authorized budget for the School of Medicine for 1952-53 be increased accordingly, from \$675,000 to \$685,665.92. This would still be approximately \$7,500 less than the actual expenditures for 1951-52.

President Cross recommended that the authorized expenditures for the School of Medicine for 1952-53 be fixed at \$685,665.92, subject to adjustment if the anticipated revenue for the current fiscal year proves to be less than expected, and subject to approval by the State Regents for Higher Education.

Approved

President Cross presented a proposal by Dean Everett, approved by the faculty of the School of Medicine, for RESEARCH ACHIEVEMENT AWARDS FOR MEDICAL STUDENTS, as follows:

The Faculty of the School of Medicine has established a plan to recognize and encourage original investigation in the extracurricular study of medical sciences. To this end, a certificate signifying achievement in research in the form of a special citation endorsed by the Faculty of the School of Medicine is conferred at Commencement along with the degree of Doctor of Medicine. Requirements for this Citation for Research Achievement are as follows:

September 11, 1952

The student must apply to the Student Research Achievement Committee for permission to participate in the plan, which shall include the successful performance of original investigation in one of the departments of the School of Medicine, the preparation of an acceptable thesis, and the satisfactory completion of an examination in the department in which the special work was done.

These requirements must be completed on or before May 1 of the senior year. Applications are not considered until the work of the first semester of the freshman year has been successfully completed. Applications will not be considered after the first half of the junior year. Upon completion of all requirements, the committee shall make the necessary recommendations to the Faculty.

The form of Application, and Procedures, was also included in the agenda.

President Cross recommended approval of this proposal.

Approved

Several items, not included in the original agenda, were sent to the Regents and President Cross recommended approval. The items were as follows:

BIOLOGICAL STATION WATER SYSTEM

Authorized expenditures for the Biological Station water system, including equipment and architect's fees, ran somewhat higher than the maximum amount specified in the architect's contract. In order for the architect to be paid the 6 per cent fee agreed upon in the contract, it is necessary to amend the clause relating to the total amount of expenditure contemplated.

Recommendation:

That the officers of the Board of Regents be authorized to execute an amendment to the contract with Coston and Frankfurt, covering architectural and engineering services for the Biological Station water system, to increase the total allowable expenditure, including construction, equipment and architect's fees, from \$30,000 to \$35,000.

Approved

TERMINATION OF CONSTRUCTION CONTRACTS

The architects in the three construction projects listed below have reported that the contractors have completed their work satisfactorily, except as noted, and have recommended that the final payments be made to the contractors. The University's Director of Physical Plant and the

September 11, 1952

Vice President and Business Manager have concurred in the recommendations that final payments be made, subject to certain conditions as indicated.

In the case of the third construction project listed below, the contractor has met all requirements for payment of his final estimate with the exception that his labor and materials affidavit shows one claim in the amount of \$3,000 now under dispute between the contractor and a steel rod supplier has not been paid. The contractor has requested that the final estimate be paid to him with \$3,000 retained by the University pending settlement of the disputed claim. The legal advisor to the President's Office has approved payment on this basis.

Recommendation:

That the Board of Regents authorize accepting the following construction projects as complete, and authorize payment of final estimates to the contractors as follows:

1) All electrical work in the construction of the Central Chilled Water Plant, by Behringers, Inc.; final estimate \$1,106.89.

2) Construction of the Education Building by the Builders Construction Co.; final estimate \$84,252.82; provided that prior to such payment the contractor deliver to the Board of Regents a certified check in the amount of \$1,000.00 to be held until the following deferred items of work are satisfactorily completed by the contractor: 1) final adjustment and regulation of the heating system at the beginning of the heating season; and 2) correction of defects in terrazzo floor of main lobby, to be done at a time--probably the Christmas holidays--when the work will not interfere with use of the building.

3) Construction of the second unit of the Geology and Mineral Industries Building by the Harmon Construction Company; final estimate \$103,460.85, less \$3,000 to be retained by the University pending settlement of a disputed claim in that amount filed against the Contractor by a material supplier.

Approved

REMODELING HOLMBERG HALL

The contract given Noftsger and Lawrence, Oklahoma City, for architectural services in connection with remodeling of Holmberg Hall, specifies a 6 per cent fee,

"provided, that the plans and specifications prepared by the Architect shall not require an expenditure, including the Architect's percentage fee, of more than \$225,000."

Actual construction cost, including three change orders, finally totaled \$222,711.03. A 6 per cent architectural fee on this amount would be \$626.81 more than the amount that can be paid without a contract amendment.

September 11, 1952

The administrative officers of the University who are concerned with construction projects were not entirely satisfied with the service rendered by this Architect. However, it is true that the planning for this particular job was unusually difficult. It also is true that the original contract was let within the money available, and that the Architect's claim for additional compensation results from construction contract change orders which were formally approved by the University.

In other such cases, the University has increased the Architect's fees in proportion to the increase in construction costs.

Recommendation:

That officers of the Board of Regents be authorized to amend the contract with Noftsgger and Lawrence for architectural services in connection with the remodeling of Holmberg Hall to permit payment to the Architect in the amount of 6 per cent of the final cost of the construction work.

Approved on motion by Regent Benedum, subject to checking of figures, and availability of funds.

PURCHASES OVER \$5,000

Authorization is requested for purchase of 804 reams of printing paper for the University Press at a cost of approximately \$6,400.

Approved

QUARTERLY ALLOTMENT OF GENERAL IMPROVEMENT FUNDS

Recommendation:

That the Board of Regents authorize expenditure of Section 13 and New College income for the second quarter of the 1952-53 fiscal year approximately as follows:

Chemistry laboratory equipment	\$20,000
Final payment on R. D. Harrell, Inc., contract for services in building decoration and furnishing.	3,250
Cross Center and Union Building site improvements	<u>11,750</u>
	<u>\$35,000</u>

Approved

DR. RICHARD BLANC

At the meeting on July 30, 1952, following termination of Dr. Blanc's contract, the question of paying an additional year's salary was discussed.

September 11, 1952

Action on this was deferred pending further investigation (see minutes pages 4426-4427).

Following a discussion of this matter, it was agreed that President Cross make contact with the A.A.U.P. and make inquiry if, under the circumstances, and under the rules of tenure, the University is obligated to pay a year's salary to Dr. Blanc. It was voted to defer action on this matter pending a reply to the President's inquiry.

Regent Benedum moved, and it was voted, that Dr. Oscar White, President of the Board, represent th University at the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions which is to be held at Portland, Oregon, beginning September 30, 1952, and that his expenses be paid from University funds.

There being no further business, the meeting was adjourned at 12:00.

Athletic Director Wilkinson was invited to the luncheon in the Union Building. There was a discussion concerning television of football games and the decisions of the NCAA on the matter. It was agreed that Dr. White invite Senator George Miskovsky to have lunch with the Regents at the October meeting date. Senator Miskovsky had written to Dr. White concerning the matter, with copies to other members of the Board and to President Cross.

Emil R. Kraettli, Secretary