

MINUTES OF A REGULAR MEETING
BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA
THURSDAY, NOVEMBER 12, 1953 - 10:00 A. M.

The regular meeting of the Board of Regents of the University of Oklahoma was held in Room 117, School of Medicine, Oklahoma City, on Thursday, November 12, 1953.

The following were present: Regent T. R. Benedum, President, presiding; others: Regents Short, Morgan, McBride, Grisso, Foster. Absent: Regent Little.

The minutes of the regular meeting held on October 9 were approved.

The minutes of the special meeting held in Tulsa on November 5 were approved.

Roscoe Cate reported with reference to the survey being made by the special hospital committee on services in the hospitals and called attention to the report of Art McElmurry, Administrator, on the Outpatient Department included in the Agenda as Item No. 17. He stated the special committee has had two meetings and would continue its study. When the survey is completed the report will be made available to the Regents. A copy of Mr. McElmurry's report is as follows:

"November 3, 1953

"Dear Dr. Cross

"In reply to your letter of October 9th requesting a report explaining the duties and responsibilities of employees in the Admitting Department, I have made an investigation, along with Dr. Fahn, Director of Admitting, and I would like to submit the following information.

"Duties of the Admitting Department include the registration of patients together with interviewing for the clinics, making appointments to clinics and admission to the hospital, discharge of patients from the hospital, staffing information desks, and messenger and ambulance service. In detail these duties are as follows:

"1. Answering requests for appointments for examination in the Out-Patient Department or admission to the hospital which arrive daily by mail and telephone and by patients in person. These requests are largely from physicians, and patients throughout the State of Oklahoma, also from the Crippled Children's Commission, National Foundation for Infantile Paralysis, the Department of Public Welfare and other organizations. Conservatively there are 30 per day and maybe as high as 60.

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"2. Locating the charts of patients previously examined who now request re-examination, or information from their chart be sent to their physician, to another hospital or clinic, to an insurance company, to the local draft board, etc.

"3. Meeting each patient who comes to the Out-Patient Department or Hospital, interview each one, record name and chart number, and direct the patient to the proper clinic. Prepare a sheet for each clinic giving the name and chart number of each patient sent to it. The number of patients averages about 220 or more for each clinic day. Note: the interview for new patients is rather lengthy and time consuming - for patients who have been to a clinic within the past year it usually is brief.

"4. Maintain a check throughout the day of the number of beds available for admission of patients to each of the various services of the hospital.

"5. Contact by telephone and mail the patients who are on the call list for admission to the hospital.

"6. Arrange for rooms and services for private and semi-private patients.

"7. Make the admission card for patients (both private and non-private) admitted to the hospital giving the patient's name, address, birthdate, phone number, referring physician or agency with address.

"8. Inform relatives of patients of scheduled operations and establish contact with relatives of patients who have become critically ill.

"9. Inform relatives of the anticipated date and time of discharge of patient and aid in the arrangements for discharge.

"There are additional duties and functions such as arranging for new appointments or for examination of patients who arrive without appointments, who come to the clinics on the wrong day, aiding patients to be admitted to another institution when a bed is not available at the University Hospital, and often assisting the patient in arranging for transportation and lodging. These matters require considerable time.

"At the present time there are 29 employees working in the Admitting Department, with their functions and duties as follows:

	<u>Main Hospital</u>	<u>Children's Hospital</u>
Registration of patients and appointments to clinics.	24 hours daily	7 am to 5 pm daily Monday thru Friday
Admission to OPD Clinics and to Hospital (Admitting Clerks and Interviewing Clerks.)	24 hours daily	7 am to 5 pm daily Monday thru Friday

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	<u>Main Hospital</u>	<u>Children's Hospital</u>
Discharge of patients from the Hospital.	24 hours daily	
Information Desks	7 am to 9 pm daily (In-Patients) 24 hours daily (OPD)	7 am to 8 pm Monday-Saturday 9 am to 5 pm Sunday
Messengers & Ambulance (Both Hospitals)	7 am to 9 pm Monday-Friday 7 am to 4 pm Saturday 9 am to 12 noon Sunday	

"The personnel in the Admitting Department is distributed throughout 24 hours in accordance with the greatest demand for their services. The admission of patients to the hospital actually is a small but important fraction of the work of the Admitting Department.

"The following are admissions to the University Hospitals for the periods noted:

<u>Main Hospital</u>	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
Aug. 23-29	29	29	34	31	15	19	19
Aug. 30-Sept. 5	17	24	18	19	22	18	14
Oct. 11-17	17	26	33	24	22	10	21

Children's Hospital

Aug. 23-29	1	11	12	7	10	5	0
Aug. 30-Sept. 5	1	14	11	10	8	3	5
Oct. 11-17	5	15	16	9	4	8	1

"I feel that the number of employees in this Department is a minimum due to the fact that many of the services must be duplicated both in the Main Hospital and in Children's Hospital and also because many of the services must be available twenty-four hours a day.

"I trust this is the information you desire. If more detail is needed please let me know.

Sincerely

/s/ Arthur L. McElmurry

Arthur L. McElmurry
Administrator"

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President Cross recommended approval of personnel appointments, changes, resignations, etc. as shown for the Norman campus:

FACULTY

LEAVES OF ABSENCE WITHOUT PAY:

Robert Gerle, Associate Professor of Music, June 1, 1954 to June 1, 1955, to do graduate work at the University of Southern California.

Helen F. Kyle, Assistant Professor of Education, February 1, 1954 to September 1, 1954, to complete work for Ed.D. degree at Boston University.

APPOINTMENTS:

Hlanche Ratliff Lee, Instructor in Home Economics, \$375 for $4\frac{1}{2}$ months, September 1, 1953, part time.

Nat Foster White, Special Instructor in Flute, School of Music, \$100 for $4\frac{1}{2}$ months, September 1, 1953, part time.

Betty Johnson, Special Instructor in Bassoon, School of Music, \$100 for $4\frac{1}{2}$ months, September 1, 1953, part time.

De Vere Moore, Special Instructor in Oboe, School of Music, \$100 for $4\frac{1}{2}$ months, September 1, 1953, part time.

William C. Robinson, Special Instructor in Brass, School of Music, \$100 for $4\frac{1}{2}$ months, September 1, 1953, part time.

Herbert Max Smith, Special Instructor in Organ, School of Music, \$400 for $4\frac{1}{2}$ months, September 1, 1953, part time.

Roger H. Steward, Special Instructor in Trumpet, School of Music, \$250 for $4\frac{1}{2}$ months, September 1, 1953, part time.

Ellen Cramer, Special Instructor in Social Work, no salary, September 1, 1953.

Evelyn Cummins, Special Instructor in Social Work, no salary, September 1, 1953.

Lucy Waller Gilliam, Special Instructor in Social Work, no salary, September 1, 1953.

Ozell Nelms, Special Instructor in Social Work, no salary, September 1, 1953.

Elisabeth Costen Jones, Kindergarten Assistant, University School, \$1200 for 9 months, October 19, 1953, 1/2 time.

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CHANGES:

William T. Penfound, Professor of Plant Sciences, changed from \$6,400 for 9 months for full time to \$3,200 for 9 months for 1/2 time, September 1, 1953.

Carl H. Ritzman, requests that he be relieved of duties as Director of Speech Correction in the Speech and Hearing Clinic, retains rank of Professor of Speech, September 15, 1953.

Colin Arnold Flint, Visiting Assistant Professor of Physics, beginning date changed from September 1, 1953 to October 12, 1953.

RESIGNATIONS:

Ruby Davis, Special Instructor in Social Work, October 1, 1953.

Charles Skeen, Teaching Assistant in Physics, October 1, 1953.

Florence Ethel Havard, Kindergarten Assistant, University School, October 17, 1953.

SCHOLARSHIPS

APPOINTMENTS:

Willis Charles Cunningham, School of Chemical Engineering, Universal Oil Products, \$250 for 9 months, September 1, 1953.

Daniel Otis Gallas, School of Petroleum Engineering, Magnolia Petroleum Company, \$750 for 8 months, September 1, 1953.

RESEARCH ASSISTANTS

APPOINTMENTS:

O. J. Harvey, Yale Attitude Change Project, \$45 per month for 8 months, October 1, 1953, 1/4 time.

FELLOWSHIPS

APPOINTMENTS:

George H. Barkley, School of Chemical Engineering, Maloney-Crawford Undergraduate Fellowship, \$180 for 4 1/2 months, September 1, 1953, part time.

Kamaleddin Ghahremani, Elack, Sivals and Bryson Research Fellowship, \$100 per month for 12 months, October 1, 1953, part time.

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Irwin Bernard Gold, Decker Fellowship in Geology, \$750 per 9 months, September 1, 1953.

David E. Honnold, Maloney-Crawford Undergraduate Fellowship, \$270 for 9 months, September 1, 1953, part time.

John Lohrens, Dow Chemical Research Fellowship, \$1,200 for 10 months, September 1, 1953, part time.

Wilbert Michael R. Nielsen, Shell Oil Company Fellowship, \$1,500 for 9 months, September 1, 1953.

RESIGNATIONS:

Edward Lyon Compare, Jr., Frederick G. Cottrill Fund, Research Corp., August 21, 1953.

NON-ACADEMIC

APPOINTMENTS:

Thomas E. Hama, Chemist, Oklahoma Geological Survey, \$175 per month for 8½ months, October 15, 1953, 1/2 time.

D. E. Wilcox, Coordinator of Student Activities, Office of the Dean of Students, \$350 per month for 12 months, October 15, 1953.

CHANGES:

Angeline K. Coalson, changed from Librarian PI - Reserve Librarian to Librarian PI - Reference Librarian, September 1, 1953.

RESIGNATIONS:

Jerome Needy, Assistant Basketball Coach and Assistant Professor of Physical Education for Men, October 9, 1953.

Approved on action by Regent McBride.

President Cross reported the following deaths:

Miss Grace Brown, Professor Emeritus of Music, on October 2, 1953. Miss Brown served as a teacher in the College of Fine Arts from 1919 until 1944 when she retired.

Andrew C. Gregory, Pressman in the University Press, on October 20, 1953. Mr. Gregory has been in ill health for some time, and in August suffered injuries in an automobile accident. He was employed in the Press approximately 20 years. His wife died in 1946.

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President Cross recommended approval on personnel at the School of Medicine and University Hospitals as follows:

LEAVES OF ABSENCE:

Return from Military Leave of Absence:

Charles L. Freede, M.D., Instructor in Pediatrics, October 9, 1953.

Herbert V. L. Sapper, M.D., Instructor in Pediatrics, October 9, 1953.

APPOINTMENTS:

Alfred H. Bungardt, M.D., Assistant Professor of Orthopedics; Assistant Medical Director in Charge of Crippled Children's Hospital, \$8,000 for 12 months, October 1, 1953. One-half of salary paid from Polio Foundation Trust Fund.

Richard Everett Carpenter, M.D., Consultant Instructor in Psychiatry and Neurology, clinical rates, October 1, 1953.

James Malvin Colville, M.D., Chief Resident and Clinical Assistant, Department of Medicine, \$125 per month for 12 months, November 1, 1953, salary paid from National Fund for Medical Education.

Donald L. Oesterreicher, M.D., Chief Resident and Clinical Assistant, Department of Surgery, \$125 per month for 12 months, November 1, 1953, salary paid from National Fund for Medical Education.

James E. Shipley, M.D., Chief Resident and Clinical Assistant, Department of Orthopedic Surgery and Fractures, \$125 per month for 12 months, November 1, 1953, salary paid from National Fund for Medical Education.

Emanuel H. Lubin, M.D., Visiting Lecturer in Urology, clinical rates, October 1, 1953.

RESIGNATIONS:

Pansy Nigh, Instructor in Medical Nursing, School of Nursing, October 4, 1953.

Approved on motion by Regent McBride.

President Cross reported that Dr. William E. Ham, Acting Director of the Oklahoma Geological Survey has asked that he be relieved of his administrative duties and requested appointment as Staff Geologist of the Oklahoma Geological Survey. Regent McBride stated Dr. Ham had

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discussed the matter with him and that he had suggested a conference with President Cross. Dr. Cross reported on his conference with Dr. Ham, during which he was convinced Dr. Ham's interest is in research rather than administration. He recommended that Dr. Ham's resignation as Acting Director be accepted, effective when a Director is appointed. He reported that Dr. Monnett, Dean Snyder, and Dr. Lloyd Swearingen have been asked to look for a Director. Dr. Cross recommended also that Dr. Ham be retained as Staff Geologist but that the details of such an appointment be worked out when the Director is appointed.

On motion by Regent McBride the President's recommendation was approved.

The following reports on the question of insurance on projects under bond issues were made:

SURVEY OF INSURANCE RISKS:

In accordance with the suggestion made by the Board of Regents' Insurance Committee, the Inspection Bureau was asked to inspect the University's insured property and to suggest any improvements that might be made to reduce fire risks and obtain a reduction in insurance rates.

The report has been completed, and it appears that some small reductions in rates might be obtained by increasing the number of fire extinguishers in certain buildings.

The Inspection Bureau reported that some of the insured properties already have the minimum possible rates.

It appears that rate reductions as follows could be obtained by installation of additional fire extinguishers in the following buildings:

<u>Building</u>	<u>Extinguishers To Be Added</u>	<u>Estimated Cost</u>	<u>Approximate Rate Reduction</u>
Power Plant	6	\$ 269.58	.007
Commissary	8	150.60	.008
Music Practice Building	3	56.55	.007
Hester-Robertson House	8	150.80	.008
Hester-Robertson Storage	1	18.85	.015
Chilled Water Plant	2	19.90	.007
Cross Center Dining Hall	12	226.20	.009
Cross Center Houses	48	678.60	.006
Totals	88	\$1,571.28	

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The insurance companies have been asked to calculate potential saving in premiums.

INSURANCE THROUGH STATE ASSOCIATION:

In accordance with the suggestion of the Regents' Committee on Insurance, Dr. Donald R. Childress, Associate Professor of Finance and Specialist in Insurance, and Mr. Roscoe Cate, Vice President and Business Manager, have consulted with the Executive Secretary of the Oklahoma Association of Insurance Agents with respect to the possibility of placing the University's insurance business through the State Association.

The Secretary of the Association has indicated that he believes he can arrange for the State Association to present a formal proposal to the University Board of Regents whereby:

- a) A committee representing the State Association would survey the University's program and in conference with representatives of the University agree upon an over-all program of insurance coverage;
- b) The State Association committee would designate one insurance firm to write all of the University's policies;
- c) All commissions earned would be deposited in a special fund to be administered by the State Association;
- d) The money deposited in the special fund would be disbursed on insurance education projects, including particularly the insurance education programs conducted by the University of Oklahoma;
- e) The change-over from the present policy of placing the University's insurance business would be made step by step as the terms of existing policies expire.

The reports were discussed and it was agreed that the suggestions for improvements by the Oklahoma Inspection Bureau at an estimated cost of \$1,571.28 be carried out; also that the formal proposal to the Regents as indicated by the Secretary of the Oklahoma Association of Insurance Agents, when made, be sent to Regent Foster, Chairman of the Insurance Committee, and through this committee to the Regents.

President Cross called attention to the communication from Walter Kraft, Director of the Physical Plant, and the specifications for the drilling of two water wells, copies of which were included in the Agenda.

Regent McBride moved, and it was voted, that Regents Grisso, Morgan, and Little be appointed as a committee to investigate the drilling of water wells on the campus, and be given authority to act on behalf of the Board.

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Regents Grisso and Morgan agreed that Dean Carson be asked to study the specifications and make a report, and that the committee meet at 10:30 a.m. on Saturday, November 28, in the President's Office. The Secretary was asked to notify Regent Little of this arrangement.

President Cross read a letter from Dean Fellows regarding the issuance of a duplicate diploma for one issued on June 6, 1949, to Louis J. Kiriopoulos upon completion of the requirements for the LL.B. degree. Since graduation this man's name has been changed to Louis J. Karey through court action and he has asked that a diploma be issued with his new name in lieu of the former diploma. He feels it is important to him since he is a lawyer, and it is customary to display the diploma in a prominent place in his law office.

Mr. Elkouri, legal adviser to the President's Office has written an opinion on the issuance of duplicate diplomas and a copy of this opinion is included in these minutes for future reference. A copy of the opinion follows:

October 17, 1953

"This memorandum is submitted in response to the inquiry of Dean Fellows growing out of the request of Mr. Louis J. Karey for the issuance of a new diploma covering his LL.B. degree. Mr. Karey's name has been changed by court order from 'Kiriopoulos' and he desires a diploma under his new legal name. To use Dean Fellow's words, with which most if not all lawyers would probably agree, 'This is particularly important to him since he is a lawyer, and it is customary to display the diploma in a prominent place in his law office.'

"The Regents of the University of Oklahoma have power 'to confer such degrees and grant such diplomas as are usual in universities, or as they shall deem appropriate * * * /70 O.S. (1951) § 1213 (R. L. 1910) / (emphasis added) Section 8 (adopted in 1944, three years after the Higher Regents were established by the constitution) of Article XIII of the Constitution of Oklahoma vests the government of the University of Oklahoma in its Board of Regents. Title 70, Section 1247.8 (adopted in 1947) of the Oklahoma Statutes provides that the enumeration in Title 70 of certain powers and immunities of the Board of Regents of the University of Oklahoma shall not be construed as in derogation or as a limitation of other powers and immunities properly belonging to the Board in the government of the University by virtue of Section 8, Article XIII of the Constitution. 70 O.S. § 1921 (adopted in 1945) specifically authorizes 'the respective boards of control of the Oklahoma University /and other named schools/* * * to grant the academic and professional degrees, usually and customarily granted to graduates of institutes of collegiate rank.'

"Section 2 (adopted in 1941) of Article XIII-A of the Oklahoma Constitution establishes the Oklahoma State Regents for Higher Education and specifies that they 'shall grant degrees and other forms of academic recognition for completion of the prescribed courses in all' constituent institutions. 70 O.S. § 1977 (adopted in 1941) provides that the Regents for Higher Education 'shall, through the various constituent institutions, grant degrees * * *' (emphasis added) 70 O.S. 1989 provides that except to the extent specified by the statutes or Article XIII-A of the Constitution, 'the various boards of regents * * * of the constituent institutions of higher education, shall have custody and control of the books, records, buildings and physical properties of said institutions, the supervision, management, control, and the power to make rules and regulations governing such institutions, and shall fix the salaries of, and appoint or hire all necessary officers, supervisors, instructors, and employees for the same.'

"While the morass of legislation noted above could breed considerable confusion in certain respects, it appears quite clear in at least one respect, i.e., that quite possibly individually and certainly cooperatively the University of Oklahoma Regents and the Higher Regents have very broad authority in issuing degrees and diplomas. Certainly there appears to be no legislative restriction on the issuance of a new diploma to a person whose name has been changed by court order. And in the celebrated 'Rheam' case, 161 Okla. 268 (1933), the Oklahoma Supreme Court held that the Regents of the University of Oklahoma 'have the implied power to do everything necessary and convenient, where it is not prohibited, either expressly or impliedly, by law, to accomplish the objects for which the institution was founded.' 70 O.S. § 1213 provides, to repeat, that the Regents of the University shall have power to confer such degrees and grant such diplomas 'as they shall deem appropriate.' I am convinced that authority exists to issue a new diploma to a person whose name has been changed by court order in any case the Regents 'deem appropriate.' A diploma is as personal as one's name and in appropriate cases should be subject to change so as accurately to reflect, as a mirror, the person who has earned it.

"It should be noted that the above conclusion has been reached notwithstanding existence of a statement in the 1941 minutes of the Regents to the effect that 'it is the sense of the Board that we are without legal authority to reissue the diplomas under the new name.'"

Regent Foster moved, and it was voted, that the duplicate diploma be issued as of the present date, with some note to indicate the present name is for the same person to whom the original diploma was issued, and that the diploma is being issued in lieu of the original diploma under date of June 6, 1949.

President Cross recommended a revision in the policy for granting Sabbatical Leaves of Absence in order to conform more nearly with

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general policy in other institutions, and to better meet the needs of the University of Oklahoma and its faculty. The revision recommended follows:

1. To provide that Sabbatical Leaves may be granted after completion of six years of service, rather than after seven years; and
2. That Sabbatical Leaves for one semester may be granted upon completion of five years of service, and an additional one semester after completion of six years of service.

On motion by Regent Morgan, the recommendation was approved.

President Cross reported that McClure's, Inc., have failed to pay the \$1,000 due under the contract on concessions signed July 30, 1952.

The Chair suggested, and it was unanimously voted, that formal demand be made of McClure's, Inc., to pay the \$1,000 due, and if payment is not made promptly then Mr. Cate is to take such action as may be necessary to effect payment.

President Cross recommended authorization to sign wrestling contracts as follows:

January 8, 1954	University of Wichita (tentative)	at Wichita
January 15	Oklahoma A & M	at Stillwater
January 30	Kansas State	at Norman
February 12	Oklahoma A & M	at Norman
February 18	Iowa State	at Ames
February 19	Iowa State Teachers	at Cedar Falls
February 26	University of Colorado	at Norman
March 5	University of Wichita (tentative)	at Norman

Approved.

President Cross called attention to a communication from Athletic Director Wilkinson concerning a renewal of the contract with the University of Texas for football games to be played at Dallas. The Faculty Representatives of the Big Seven have recently approved a continuation of this game. Mr. Wilkinson wrote to D. K. Bible suggesting a ten-year contract beginning in 1956 and has received a favorable response, and Mr. Bible suggested if the Regents approve such a contract that a meeting be held with officials at the Cotton Bowl to work out the details of the contract. Copies of the contracts, 1) with the University of Texas, and; 2) with The State Fair of Texas, as written in the present contract were included in the agenda.

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The matter was discussed at some length following which Regent Griseo moved "that the contract be rejected and that we go back on a home-and-home basis". On the vote on the motion Regents Griseo and Short voted AYE. Regents Foster, Morgan, and McBride voted NO, and the motion was declared lost.

It was then suggested that if a ten-year contract is made, it contain an escape clause which would permit either institution to cancel on two years' notice; also, the possibility of playing a game early in the contract at some time other than during the State Fair be explored.

President Cross stated he would recommend such a plan, and Regent Foster moved approval of the President's recommendation. The motion carried. President Cross was asked to make a report on the matter to the Regents after the inquiry has been made on the above suggestions.

President Cross reported bids have been received on 1,612 reams of various types of Warren's Book Paper, for use of the University Press.

The Tulsa Paper Company, of Tulsa, and Western Newspaper Union, Oklahoma City, each submitted a bid of \$17,273.20 less 2% for payment within 30 days, 30 day delivery, f.o.b. Norman.

This is a fixed price item and the two dealers in the state always bid the same. Therefore, the University Purchasing Office has endeavored to divide the business as nearly as possible on an equal basis.

The award of the entire order involved in the present bidding to either company would put that company considerably ahead in dollar volume.

Since the total purchase represents sufficient tonnage for two carloads, it is convenient to split this purchase.

Since July 1, 1952, the University's purchases of Warren's Book Paper have amounted to \$23,736.19 from Western Newspaper Union and \$16,094.89 from Tulsa Paper Company.

RECOMMENDATION:

That Items Nos. 1, 2 and 3 (one car) be awarded to Tulsa Paper Company at a total price of \$9,557.60; and that Items Nos. 4, 5 and 6 (one car) be awarded to Western Newspaper Union at a total price of \$7,715.60.

Regent Foster moved that the President's recommendation be approved.

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Regent Short moved, as a substitute motion, that the entire contract be awarded to the Western Newspaper Union. Regent Grisso inquired concerning the President's attitude. President Cross stated he had no objection to the Regents awarding the entire purchase to the Western Newspaper Union, but that he did not care to change his original recommendation.

A vote was had on the substitute motion by Regent Short with the following voting AYE: Short, McBride, Grisso. Voting NO: Foster, Morgan. Motion carried.

President Cross stated Mr. Joe Coulter, Manager of the Max Westheimer Field recommends that pilots flying the University planes be authorized to fly after dark under the following conditions: a. when the passenger desires to travel on a schedule involving arrival after dark; b. provided the pilot considers weather conditions entirely satisfactory for night flying.

President Cross recommended approval.

Regent Short moved approval of the recommendation. The motion carried but Regent McBride asked that he be recorded as voting NO.

President Cross reported that Dr. J. B. Eskridge, Jr., desires to resign as Chairman of the Department of Obstetrics for personal reasons, but retain his membership in the Department as Professor of Obstetrics where he has served since 1924. The resignation of Dr. Eskridge was accepted.

President Cross recommended the following be appointed:

Dr. Milton J. Serwer, Clinical Professor of Obstetrics as Chairman of the Department; and

Dr. John W. Records, Assistant Professor of Obstetrics, Vice Chairman.

Approved.

The meeting was recessed at 12:30 p.m. for luncheon at the University Hospital. Others attending the luncheon were: Dean Everett, Associate Dean Taylor, Hugh Payne, Director of the Medical Research Foundation, and Dr. Robert C. Lowe, Medical Director of the University Hospitals. Following the luncheon Dr. Lowe was asked concerning admissions to the hospital, and particularly with reference to ambulance service. There has been considerable criticism on the delay in discharging ambulance

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drivers, some of whom came from long distances in the state. Dr. Lowe stated some of the criticism has been justified but that conferences had been held with mortuaries, and other ambulance services, and that a plan, which he hoped would be satisfactory to all concerned, would be worked out soon. He touched briefly on the Admitting Department personnel, this matter having been discussed in the report by Mr. McElmurry, Administrator of the Hospitals.

The Regents' meeting was resumed in Room 117 of the Medical School at 2:00 p.m.

President Cross reported he had received a communication under date of November 2, from Walter Eyers, Executive Director of the National Collegiate Athletic Association, from which he read as follows: "Certain allegations have been filed with the Sub-Committee on Infractions which charge the violation of NCAA requirements on the part of the University of Oklahoma and its representatives. As of this date, the Sub-Committee does not consider the allegations to be of sufficient substance and validity to warrant an official inquiry. Consequently, the Sub-Committee is in the process of conducting a preliminary inquiry in accordance with paragraph No. 2 of the approved 'procedure':

"2. All allegations and complaints relative to a member's violation of the legislation or regulations of the Association shall be channeled through the Executive Director to the Sub-Committee. The Sub-Committee, so far as practicable, shall make a thorough inquiry and investigation of all reasonably substantiated charges received from responsible sources. The Sub-Committee may conduct a preliminary inquiry to determine whether there is adequate evidence to warrant an official inquiry and investigation. It also may initiate an inquiry on its own motion when it has reasonable cause to believe that a member is or has been in violation of its obligations as a member of the Association."

President Cross stated he had replied to Mr. Eyers, under date of November 6, as follows: "I shall be glad to have the NCAA proceed in any manner that may seem advisable in conducting an investigation of athletic affairs at the University of Oklahoma. I should be pleased especially if you would dispense with the 'preliminary inquiry' and proceed at once with the 'official inquiry'."

There was a discussion of the matter but no action taken. President Cross stated he would inform the Board on future developments.

President Cross presented the following recommendation:

a. That the Board of Regents establish the position of Associate Dean in the College of Engineering at a salary of \$10,000 per year (12 months).

b. That the Associate Dean of the College of Engineering be given the direct responsibility for supervision, coordination and operation of the instructional, research and development functions in the petroleum and mineral areas of the University.

c. That the Associate Dean of the College of Engineering be given the general responsibility for these same functions throughout the entire College of Engineering.

d. That negotiations be undertaken to obtain the services of a man with administrative experience and recognized professional stature, in either the petroleum or the minerals area, to fill the position created.

President Cross stated he and Mr. Benedum had discussed this matter with Dean Carson, and that he is in complete agreement with the proposal.

Regent Morgan expressed concern in this move, stating Dean Carson is highly regarded by the oil men and engineers, and the industry as a whole, and that he would not want to see our relationships jeopardized.

President Cross commended the work of Dean Carson, especially in public relations, and that with this arrangement Dean Carson would have more time for the work in which he has been so effective. Regent Benedum confirmed the statement of President Cross, that Dean Carson understands and is in full agreement with the plan.

Regent Grisso moved approval of the President's recommendation.

On the vote on the motion the following voted AYE: Regents Grisso, Short, McBride, Foster. Regent Morgan: Pass. Motion carried.

President Cross stated, through an oversight, formal approval by the Regents was not given on the construction of the boat dock and equipment rooms at the Biological Station, Lake Texoma. He explained the matter was first brought up at the May 14, 1952 meeting when he reported the State Regents had made an allocation of \$101,500 for "repairs and modernization, equipment and improvements." Of this total, \$69,000 was intended by the Legislature and the State Regents for capital improvements at the Biological Station. Again in March, 1953, President Cross recommended that bids be taken for the construction of a boat house, including eight boat docks and a storeroom at an estimated cost of \$12,000. At that particular time it did not seem feasible to proceed with the work. In June, 1953, Mr. Cate called the President's attention to the provision of the 1951 Legislature that the appropriation would lapse 90 days following the close of the fiscal year for which the appropriation was made, and consequently the money would be lost unless encumbered before July 1, 1953, and actually expended before October, 1953. He therefore authorized

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the Physical Plant Department, on a labor and materials basis to construct the project but overlooked submitting the matter to the Regents for final approval.

Under these circumstances, he asked that the Regents approve his action in authorizing the work through the Physical Plant Department.

Regent Short moved, seconded by Regent Morgan, that the President's action be approved and confirmed. The motion carried unanimously.

Regent McBride called attention to announcements of appointments through the Press prior to Regents' approval and expressed the feeling that commitments should not be made, and announcements through the Press withheld until approved by the Regents. He suggested some plan be worked out whereby a mail vote may be secured on appointments in emergencies that arise between meetings.

Following a discussion Regent McBride moved, and it was voted, that the President of the Board prepare a suggested policy for approval of appointments of members of the faculty and non-academic employees who are not covered by the previous action by the Regents, and submit the same at the next meeting of the Regents.

The matter of the Gilcrease Foundation was brought up by Regent Benedum and following the discussion it was voted to appoint a special committee of the Regents to confer again with Mr. Gilcrease. The following were appointed to serve with Regent Benedum: Regents Morgan, Foster, and Short. It was agreed the committee would go to Tulsa for this conference on Tuesday, November 17.

Regent Grisso stated he would send a report with reference to the investments in the Will Rogers Memorial Foundation at an early date. No action was taken on the matter at this time.

Other matters mentioned, with the request that President Cross look into them, were as follows:

1. Additional drinking fountains under the Stadium;
2. Permanent name plates on the various dormitories in Cross Center;
3. Additional outlets from the Old Golf Course where parking is permitted during football games.

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4. Investigate the bids for the Press Clipping Service which were called for through the Purchasing Department. The contract was awarded to Sarber's Clipping Service.

Regent Benedum called attention to the long tenure of Mr. Kraettli, the 34th year as Secretary of the Board of Regents and the 40th year with the University. He proposed that the Regents adopt a resolution recognizing Mr. Kraettli's service to the University.

Regent McBride moved, and it was voted, that the President of the Board of Regents draft a resolution, and that it be made a part of the minutes of this meeting.

The following resolution was prepared by Regent Benedum:

R E S O L U T I O N

WHEREAS, Emil R. Kraettli has rendered devoted service for thirty-four years as Secretary to the Board of Regents of the University of Oklahoma; and

WHEREAS, he has served with distinction as a member of the administrative staff of the University for forty years; and

WHEREAS, he has counseled and influenced for good hundreds of students by administering the various loan funds; and his numerous contributions to the growth and progress of the University in serving as Secretary to the Board of Regents with five University presidents have been exemplary and notable; and

WHEREAS, his positive leadership and influence have extended into the lives of thousands of citizens and alumni; and his many years of outstanding service have always been dominated by his basic philosophy of serving and sharing with others;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA:

That Emil R. Kraettli receive our sincere thanks and commendation for his consistent devotion, his high example and his positive contributions over a period of forty years.

Adopted by the Board of Regents this the 12th day of November, 1953.

/s/ T. R. Benedum
T. R. Benedum, President.

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The Secretary expressed appreciation for this action by the Regents, and for the opportunity to remain on the University staff during the years indicated.

There being no further business the meeting was adjourned at 4:00 p.m.

Emil R. Kraetli, Secretary