

MINUTES OF A REGULAR MEETING
BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA
THURSDAY, JULY 8, 1954 - 10:00 A.M.

The regular meeting of the Board of Regents of the University of Oklahoma was held in the office of the President of the University, Norman, on Thursday, July 8, 1954, at 10:00 a.m.

The following members were present: Regent George F. Short, President, presiding; Regents Morgan, Little, Grisso. ABSENT: Regents Foster, McBride, Bamedum.

The minutes of the meeting held on June 3, 1954 were approved.

President Cross reported the Norman School District is requesting that the Regents grant an easement for a six-inch underground water main across the south side of the east block of the University intramural field in order for the new Madison Elementary School to connect with the nearest available city water main. The water line will be 307.5 feet long. He recommended that the easement be granted.

On motion by Regent Little the recommendation was approved.

President Cross reported that Professor H. E. Wrinkle died following a brief illness, on July 3. Mr. Wrinkle has been a member of the faculty in the College of Education since 1943. It was unanimously agreed that President Cross write a letter to Mrs. Wrinkle expressing the sympathy of the Regents.

President Cross made an explanation of the recent newspaper articles with reference to the University Laboratory School connected with the College of Education. He stated the Budget Council has considered discontinuing the Laboratory School on account of the expense, which amounts to a net of approximately \$100,000 per year. The total cost of the Laboratory School is in excess of \$125,000 but some state aid, determined on the basis of average daily attendance, is received. There are approximately 370 students, ranging from the primary grades through high school. It is felt that the Norman School Board should bear some part of the cost.

President Cross recommended that the Regents authorize a committee to discuss the problem with the Norman School Board to see what might be done to secure more cooperation, to the end that more financial support be given from the Norman School District.

Regent Morgan moved, and it was voted, that such a committee be created in order to consider the problems as presented by President Cross.

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President Cross called attention to the Regents' policy in inviting representative groups as luncheon guests, such as was done at the May 13 meeting when representatives of the oil industry were invited, the plan being to invite various professional groups on the date of each meeting. He stated most of the professional groups, such as pharmacy, law, business, etc., have organizations with advisory groups, and he made inquiry as to whether these advisory groups, or selected representatives be invited. He suggested that at least the Chairmen of such advisory groups be included.

It was agreed to invite representatives of the business administration group as guests for the luncheon at the September 9 meeting, and that President Short and President Cross make up the list to be invited.

President Cross stated that Mr. Wilkinson's expense account does not appear in the budget and for that reason the amount has not been designated. He recommended that Mr. Wilkinson's expense account for the fiscal year of 1954-55 be fixed at \$5,000.

Approved.

Bids were called for to be opened on Wednesday, July 6, on 710 reams of Warren Book Paper. Only one bid was received, whereas normally two bids are submitted, one by the Western Newspaper Union and the other by the Tulsa Paper Company. Since this is a fixed price item the bids are normally identical. In view of the fact that the last order for book paper was issued to the Tulsa Paper Company, President Cross recommended that the order be issued to the Western Newspaper Union at a total bid of \$8,227.13 less 2%, delivery within 30 days, f.o.b. Norman.

Approved on motion by Regent Morgan.

Personnel items as shown in the agenda were recommended by President Cross as follows:

FACULTY

LEAVES OF ABSENCE:

Laurance Standish Reid, Professor of Chemical Engineering, leave of absence without pay September 1, 1954 to September 1, 1955. To complete some industrial process development work.

Howard W. Benischek, Associate Professor of Petroleum Engineering, leave of absence without pay September 1, 1954 to September 1, 1955. Because of Mrs. Benischek's health.

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APPOINTMENTS:

Harold G. Wren, Professor of Law, \$6,500 for 9 months, September 1, 1954.

Philip Andrew Chenoweth, Associate Professor of Geology, \$5,500 for 9 months, September 1, 1954.

Albert J. Croft, Associate Professor of Speech, \$5,400 for 9 months, September 1, 1954.

Burl E. Bryant, Assistant Professor of Chemistry, \$4,500 for 9 months, September 1, 1954.

William Daniel Pitt, Assistant Professor of Geology, \$4,300 for 9 months, September 1, 1954.

Constance P. Cherry, Assistant Professor of Home Economics, \$4,500 for 9 months, September 1, 1954.

Thelma Pedersen, Assistant Professor and Physical Therapy Director, Department of Physical Education for Women, \$5,800 for 12 months, August 1, 1954. University to be reimbursed for salary by the National Foundation for Infantile Paralysis.

Robert Mahard St. John, Assistant Professor of Physics, \$4,600 for 9 months, September 1, 1954.

Beal Baker Hyde, Assistant Professor of Plant Sciences, \$4,900 for 9 months, September 1, 1954.

Hugh Alan Ellis, Assistant Professor of Zoology, \$4,500 for 9 months, September 1, 1954.

Duane H. D. Roller, Assistant Professor of History, \$266.66 per month, July 1, 1954 to September 1, 1954, 1/2 time. Previous appointment begins September 1, 1954.

Hervanna Becker Barnard, Instructor in English, \$1,800 for 9 months, September 1, 1954, 1/2 time.

Beatrice Ricks, Instructor in English, \$3,600 for 9 months, September 1, 1954.

Sarah Helen Youngblood, Instructor in English, \$2,700 for 9 months, September 1, 1954, 3/4 time.

Neville M. Curtis, Instructor in Geology, \$3,600 for 9 months, September 1, 1954.

Sarah Rose Richards, Instructor in Home Economics, \$4,000 for 9 months, September 1, 1954.

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Frances Evans Camp, Instructor in Physical Education for Women, \$3,400 for 9 months, September 1, 1954.

Leslie E. Davis, Instructor in Speech, \$3,500 for 9 months, September 1, 1954.

Kathryn Ruth Whitehurst, Instructor in Speech, Speech and Hearing Clinic, \$3,000 for 9 months, September 1, 1954.

Joseph Quincy Snyder, Special Instructor in Chemical Engineering, \$4,400 for 9 months, September 1, 1954.

Avis C. Slater, Special Instructor in Mathematics, \$3,200 for 9 months, September 1, 1954.

Donna Gerstenberger, Teaching Assistant in English, \$1,300 for 9 months, September 1, 1954, 3/4 time.

Katherine Morency, Teaching Assistant in English, \$1,800 for 9 months, September 1, 1954, 3/4 time.

George Otis Coalson, Teaching Assistant in History, \$1,125 for September 1, 1954 to January 16, 1955, 3/4 time; \$375 for January 16, 1955 to June 1, 1955, 1/4 time.

Richard H. Fraser, Teaching Assistant in History, \$1,500 for 9 months, September 1, 1954, 1/2 time.

Elizabeth Harper John, Teaching Assistant in History, \$1,500 for 9 months, September 1, 1954, 1/2 time.

Wilmer A. Watrous, Teaching Assistant in History, \$1,125 for September 1, 1954 to January 16, 1955, 3/4 time; \$375 for January 16, 1955 to June 1, 1955, 1/4 time.

Luther Whitfield Marks, Teaching Assistant in Physics, \$2,000 for 9 months, September 1, 1954, 2/3 time.

Clarence Mitchell, M.D., given title of Special Lecturer in Public Health in addition to title of Staff Physician in the Student Health Service, June 1, 1954.

Agnes Schulz, Special Lecturer in Public Health, no salary, May 31, 1954.

John Meyer, Lecturer in Social Work, no salary, June 14, 1954.

CHANGES:

Colin Arnold Flint, title changed from Visiting Assistant Professor of Physics to Assistant Professor of Physics, salary increased from \$4,600 to \$4,800 for 9 months, September 1, 1954.

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Janice Christensen, promoted from Instructor in Government to Assistant Professor of Government, salary increased from \$3,800 to \$3,900 for 9 months, September 1, 1954.

Betty Douglas Evans, Instructor in English, changed from 1/2 time at \$1,950 to 3/4 time at \$2,850 for 9 months, September 1, 1954.

George R. Vick, Instructor in Mathematics, changed from 1/2 time at \$850 to 3/4 time at \$1,275, September 1, 1954 to January 16, 1955.

James C. Bradford, Teaching Assistant in Mathematics, changed from \$3,400 for 9 months, full time, to \$1,700 for 9 months, 1/2 time, September 1, 1954.

RESIGNATIONS:

Harlan Bryant, Professor of Education, September 1, 1954. To accept position as Dean of the College of Education, University of Wyoming.

James Gindling Harlow, Associate Dean, University College; Assistant Professor of Physics, June 3, 1954. To accept position with the University of Chicago.

William Kiler, Associate Professor of Education, September 1, 1954. To accept position at the University of Iowa.

Guy Waid, Associate Professor of Education, September 1, 1954. To accept position at Carlsbad, New Mexico as principal of the highschool.

Alan Munci Ozell, Associate Professor of Mechanics and Engineering Metallurgy, June 1, 1954.

John W. Keltner, Associate Professor of Speech, June 1, 1954. To accept position at Kansas State University.

Robert D. Mason, Assistant Professor, Bureau of Business Research and Department of Business Statistics, July 15, 1954. To accept other employment.

Peggy Devonshire, Instructor in Geology, June 1, 1954. Moving out of state.

William Francis Tanner, Jr., Instructor in Geology, June 1, 1954.

Lowell D. Gregory, Instructor in Mathematics, declined to accept 1954-55 appointment.

William C. Hardy, Instructor in Petroleum Engineering, June 1, 1954. To accept a position in the Research Department of the Sun Oil Company, Dallas, Texas.

Dorothy Burt McGovern, Instructor in Speech, Speech and Hearing Clinic, June 1, 1954. Moving to Texas.

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Francis Mark Townsend, Special Instructor in Chemical Engineering, June 1, 1954. To accept industrial employment.

Hillel Chedok, Teaching Assistant in History. Appointment for 1954-55 withdrawn.

Richard D. Gamble, Teaching Assistant in History. Declined to accept 1954-55 position.

Geraldine Piper, Special Lecturer in Public Health, May 28, 1954. Left the state.

GRADUATE ASSISTANTS

APPOINTMENTS:

Clarence L. Dulaney, Department of Chemistry, \$1,500 for 9 months, September 1, 1954.

Edwin Lee Murphy, Department of Chemistry, \$1,200 for 9 months, September 1, 1954.

George W. Polly, Jr., Department of Chemistry, \$1,500 for 9 months, September 1, 1954.

Richard John Sonnenfeld, Department of Chemistry, \$1,200 for 9 months, September 1, 1954 to January 16, 1955.

Melvin W. Askew, Department of English, \$1,500 for 9 months, September 1, 1954.

Laurie Ann Bowman, Department of English, \$1,200 for 9 months, September 1, 1954.

Wynona P. Caswell, Department of English, \$1,200 for 9 months, September 1, 1954.

William E. Fredeman, Department of English, \$1,500 for 9 months, September 1, 1954.

Clyde M. Grant, Department of English, \$1,500 for 9 months, September 1, 1954.

Margaret Lane Haley, Department of English, \$1,500 for 9 months, September 1, 1954.

Frank M. Hoadley, Department of English, \$1,500 for 9 months, September 1, 1954.

Pauline Korges, Department of English, \$1,500 for 9 months, September 1, 1954.

Paul John McGinnis, Department of English, \$1,200 for 9 months, September 1, 1954.

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John M. Murphy, Department of English, \$1,200 for 9 months, September 1, 1954.

Edward Andrew Shaw, Department of English, \$1,200 for 9 months, September 1, 1954.

Eva Elizabeth Slater, Department of English, \$1,500 for 9 months, September 1, 1954.

Valor Eugene Thiessen, Department of English, \$1,500 for 9 months, September 1, 1954.

Dorothy Jeanne Walters, Department of English, \$1,200 for 9 months, September 1, 1954.

Richard Whittington, Department of English, \$1,500 for 9 months, September 1, 1954.

Eben Lennart Johnson, School of Geology, \$1,200 for 9 months, September 1, 1954.

Richard B. Meyer, School of Geology, \$1,200 for 9 months, September 1, 1954.

Charles Rockwell, School of Geology, \$1,200 for 9 months, September 1, 1954.

Orville R. Russell, School of Geology, \$1,200 for 9 months, September 1, 1954.

Waldon W. Saylor, School of Geology, \$1,200 for 9 months, September 1, 1954.

George L. Scott, Jr., School of Geology, \$1,200 for 9 months, September 1, 1954.

Bill J. Sparks, School of Geology, \$1,200 for 9 months, September 1, 1954.

William P. S. Ventress, School of Geology, \$1,200 for 9 months, September 1, 1954.

Billye Roan Williams, School of Geology, \$1,200 for 9 months, September 1, 1954.

Cordell Andivall Smith, Department of Government, \$1,500 for 9 months, September 1, 1954.

Joe P. Spaulding, Department of History, \$750 for $4\frac{1}{2}$ months, September 1, 1954.

Delmer Curtis Davis, Department of Mathematics and Astronomy, \$1,200 for 9 months, September 1, 1954.

Carl Proctor Dean, Department of Mathematics and Astronomy, \$1,200 for 9 months, September 1, 1954.

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Robert W. A. Laidlaw, School of Petroleum Engineering, \$1,200 for 9 months, September 1, 1954.

James Curtice Albright, Department of Physics, \$1,500 for 9 months, September 1, 1954.

Philip Matthew Fitzpatrick, Department of Physics, \$1,500 for 9 months, September 1, 1954.

Horace Edward Hoffman, Department of Physics, \$1,500 for 9 months, September 1, 1954.

John J. McClure, Department of Physics, \$1,200 for 9 months, September 1, 1954.

Marvin Martin Mueller, Department of Physics, \$1,500 for 9 months, September 1, 1954.

John S. Urban, Department of Physics, \$1,500 for 9 months, September 1, 1954.

Helen Virginia Buttram, Department of Plant Sciences, \$1,200 for 9 months, September 1, 1954.

Elizabeth Joan Handley, Department of Plant Sciences, \$1,200 for 9 months, September 1, 1954.

Vernon E. Scholes, Department of Plant Sciences, \$1,200 for 9 months, September 1, 1954.

Ellen Joanne Wade, Department of Plant Sciences, \$1,200 for 9 months, September 1, 1954.

Ray Boyce Pennington, Department of Speech, \$1,200 for 9 months, September 1, 1954.

SUMMER SCHOOL

APPOINTMENTS:

Orcenith Smith, Associate Professor of Music, \$500 for June and July, 1954.

Kenneth E. Schnelle, Assistant Professor of Marketing, \$920 for June and July, 1954.

Celia Mae Bryant, Assistant Professor of Music, \$500 for June and July, 1954.

Peter W. M. John, Instructor in Mathematics, \$450 for June and July, 1954, 5/8 time.

Alice Emma Thomas, Special Instructor in Library Science, \$750 for June and July, 1954.

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Richard Brightwell, Special Instructor in Music, \$25 for June and July, 1954, part time.

DeVere Moore, Special Instructor in Music, \$50 for June and July, 1954, part time.

Donald Gene Mitchell, Teaching Assistant in Chemistry, \$120 for June and July, 1954, 1/4 time.

Elizabeth Costen Jones, Kindergarten Assistant, University School, \$225 for June and July, 1954, 1/2 time.

James Wayne Campbell, Graduate Assistant, Biological Station, \$180 for June and July, 1954.

Walter James Harman, Graduate Assistant, Biological Station, \$180 for June and July, 1954.

Otis M. King, Graduate Assistant, Biological Station, \$180 for June and July, 1954.

E. Joanne Wade, Graduate Assistant, Biological Station, \$180 for June and July, 1954.

Joe H. Anderson, Graduate Assistant, Biological Survey, \$300 for June and July, 1954.

Virgil E. Dowell, Graduate Assistant, Biological Survey, \$180 for June and July, 1954.

Hugh Thomas Harrison, Graduate Assistant, Department of Chemistry, \$240 for June and July, 1954.

Maxwell J. Wilcomb, Jr., Graduate Assistant, Department of Zoology, \$240 for June and July, 1954.

DECLINED TO ACCEPT SUMMER SCHOOL APPOINTMENT:

Dennis M. Crites, Assistant Professor of Marketing.

Russell Conklin Faulkner, Jr., Graduate Assistant in Zoology.

SCHOLARSHIPS:

Richard G. Brandon, Lane-Wells Company Scholarship, Petroleum Engineering, \$500 for 9 months, September 1, 1954.

Billy Kirk Reed, Socony-Vacuum Scholarship in Explorative Sciences (Geology), \$375 for January 16, 1954 to June 1, 1954.

Walter Jackson Sleeper, Socony-Vacuum Oil Company Scholarship, Pegasus Division, Petroleum Engineering, \$750 for 9 months, September 1, 1954.

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William Henry Thompson, Atlantic Refining Company Scholarship, Petroleum Engineering, \$500 for 9 months, September 1, 1954.

Jabs Paul Tidwell, Socony-Vacuum Scholarship in Explorative Sciences (Geology), \$750 for 9 months, September 1, 1954.

FELLOWSHIPS:

David E. Homold, Sinclair Refining Company Fellowship in Petroleum Engineering, \$1,500 for 9 months, September 1, 1954.

Joe W. Milner, McMahon Foundation Fellowship in Journalism, \$1,000 for 9 months, September 1, 1954.

RESEARCH ASSISTANTS

APPOINTMENTS:

Donald V. Allen, Bureau of Business Research, \$1,210 for 11 months (off payroll in August), June 1, 1954, 1/2 time.

Esther M. Ciereszko, Federal Security-NIH Grant (Chemistry), \$120 for June 15, 1954 to August 16, 1954, 1/2 time.

Claude Coker, Committee for Economic Development, \$110 for June 15, 1954 to August 1, 1954.

Ben A. Goff, Bureau of Business Research, \$1,210 for 11 months (off payroll in August), June 1, 1954, 1/2 time.

O. J. Harvey, Yale Attitude Change Project, \$100 for June 1, 1954 to August 1, 1954, part time.

William Robert Hood, Rockefeller Intergroup Relations Project, \$50 for 3 months, June 1, 1954, 1/2 time.

Pearl E. Tribble, Bureau of Business Research, \$1,210 for 11 months (off payroll in August), June 1, 1954, 1/2 time.

Billy Jack White, Rockefeller Intergroup Relations Project, \$700 for June 1, 1954 to September 1, 1954.

RESIGNATIONS:

James Edward Bowers, Bureau of Business Research, June 1, 1954.

Donald Vernon Camp, Committee for Economic Development, June 1, 1954.

Othor Jack Carter, Bureau of Business Research, June 1, 1954.

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Larry W. Cheeves, Bureau of Business Research, July 1, 1954.

Melvin Michael Moroney, Bureau of Business Research, June 1, 1954.

NON-ACADEMIC

APPOINTMENTS:

Robert A. Ferguson, Extension Specialist III, Business and Industrial Services, \$5,700 for 12 months, June 28, 1954.

Georgia Anne O'Hare, Library Revisor, School of Library Science, \$3,000 for 9 months, September 1, 1954.

Howard Gene Furlow, Laboratory Assistant, Reading Laboratory, \$900 for 9 months, September 1, 1954, 1/2 time.

O. J. Harvey, Research Associate, Rockefeller Intergroup Relations Project, \$800 for June 1, 1954 to August 1, 1954.

Muzafer Sherif, Project Director, Rockefeller Intergroup Relations Project, \$1,500 for June 15, 1954 to September 16, 1954, 3/4 time.

Forrest Lee Hayden, Extension Specialist II, Short Courses and Conferences, \$4,300 for 12 months, June 1, 1954.

Patricia Arlene Gibson, Clinician, University Guidance Service, \$2,000 for 12 months, July 1, 1954, 1/2 time.

George Augustus Sumant, Librarian PII, Foreign Languages Cataloger, University Libraries, and Instructor in Library Science, \$4,000 for 12 months, July 1, 1954.

CHANGES:

Edith Scott, title changed from Head of Cataloging and Acquisitions and Assistant Professor of Library Science to Assistant Director of Technical Services and Assistant Professor of Library Science, salary increased from \$5,600 for 12 months to \$6,100 for 12 months, July 1, 1954.

Fern Cravens, Assistant Counselor of Women, salary increase from the annual rate of \$3,300 to \$3,690 to become effective September 1, 1954 instead of July 1, 1954.

Thomas E. Hansen, Chemist, Oklahoma Geological Survey, salary changed from \$175 per month for 1/2 time to \$350 per month for full time, June 1, 1954.

Dean V. Harris, Clinician, University Guidance Service, title changed to Psychometrist, transferred to hourly payroll, July 1, 1954.

RESIGNATIONS:

Kenneth E. Schnelle, Economist, Committee for Economic Development, June 14, 1954.

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Joe G. Dollins, Laboratory Assistant, Reading Laboratory, declined to accept 1954-55 appointment.

Martin Louis Krinsky, Clinician, University Guidance Service, July 1, 1954.

SCHOOL OF MEDICINE AND UNIVERSITY HOSPITALS

LEAVES OF ABSENCE:

George Henry Guthrey, M.D., Instructor in Psychiatry and Neurology, returned from military leave of absence, May 11, 1954.

Robert Graham Hirschi, D.D.S., Instructor in Oral Surgery, returned from military leave of absence, May 5, 1954.

APPOINTMENTS:

Mary Carolyn Googe, M.D., Assistant Professor of Anesthesiology, \$2,500 for 12 months, 1/2 time, August 1, 1954. \$1,000 of her salary will be provided by the Department of Anesthesia Trust Fund.

A. Max Shideler, M.D., Assistant Professor of Pathology, \$7,500 for 12 months, July 1, 1954.

John F. Dunkel, M.D., Assistant Professor of Pathology, \$7,000 for 12 months, July 1, 1954.

Arthur Earl Schmidt, M.D., Instructor in Medicine, clinical rates, May 25, 1954.

Robert Earl Estep, Assistant Superintendent of Buildings and Grounds, University Hospitals, \$350 per month, May 17, 1954.

CHANGES:

Lois Lyon Wells, M.D., title changed from Associate Professor of Anesthesiology to Professor Emeritus of Anesthesiology, May 16, 1954.

Ruben Hilton Hayberry, M.D., promoted from Instructor to Assistant Professor of Anesthesiology, salary increased from \$3,000 for full time to \$2,500 for 12 months, 1/2 time, July 1, 1954.

Vivian Lucile Vrooman, Instructor in Pediatrics, School of Nursing, salary increased from \$3,400 to \$3,500 for 12 months, June 15, 1954.

Mildred Dorffeld, title changed from Assistant Professor and Assistant Director, School of Nursing, to Associate Professor and Assistant Director, July 1, 1954.

Betty Murdock, title changed from Instructor in Nursing (Surgical Nursing) to Assistant Professor of Nursing (Surgical Nursing), July 1, 1954.

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Elaine Ruth, title changed from Instructor in Nursing (Medical Nursing) to Assistant Professor of Nursing (Medical Nursing), July 1, 1954.

Marie Mink, title changed from Teaching Assistant in Nursing to Instructor in Nursing (General Nursing), July 1, 1954.

RESIGNATIONS:

Arthur A. Hellbaum, Associate Dean of the Graduate College, July 1, 1954. Retains position of Professor of Pharmacology.

Monica Medill Russell, Instructor in Pediatrics, School of Nursing, June 14, 1954. Health.

C. Bert Sheriff, Assistant Superintendent of Buildings and Grounds, University Hospitals, June 30, 1954.

PRECEPTORSHIPS:

R. G. Obermiller, M.D., Associate Preceptor from Woodward, July 1, 1954 to June 30, 1955.

Approved on motion by Regent Grisso.

President Cross recommended that Dr. John H. Leek, David Ross Boyd Professor of Government be reappointed for another five-year term. Through an oversight this recommendation was omitted when the budget was presented.

Approved.

DISABILITY RETIREMENT - Hedwig Schaefer

At the May 13 meeting, the Regents approved disability retirement for Associate Professor Hedwig Schaefer. However, she was appointed on the Summer Session faculty and will not become eligible for retirement until August 1.

RECOMMENDATION:

That the effective date of her retirement be changed to August 1; and that her total annual retirement benefit, in the absence of any specific provision in our present retirement plan for disability retirement between ages 60 and 70, be fixed at \$1,560, which is expected to be in harmony with an amendment now being developed to provide for optional retirement between ages 65 and 70.

Approved.

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RETIREMENT - Henry Arthur LeCrone

Mr. Henry Arthur LeCrone, laboratory maintenance man in Mechanical Engineering, has reached the statutory retirement age of seventy. Mr. LeCrone has been a full-time employee of the University for eleven years and is eligible for supplemental benefit under the provisions of the University of Oklahoma Retirement Plan of 1951.

RECOMMENDATION:

That Mr. Henry Arthur LeCrone be retired August 1, 1954, and that he be paid a University supplement of \$993 per year in accordance with the provisions of the Retirement Plan of 1951.

Approved.

WOMEN'S QUADRANGLE - REPORT BY FRANK ELKOURI

The following report by Frank Elkouri with reference to defects in the Women's Quadrangle was presented by President Cross:

"July 1, 1954

"This memorandum deals with the question of what might be done about the moisture penetration of the walls of the Women's Quadrangle and about the \$10,000 that was retained, due to this condition, when final payment was made to the contractor, Manhattan Construction Company, in October, 1949.

"The facts, very briefly, are these:

- "(1) Moisture penetration was first reported on May 18, 1949; the contractor was immediately informed.
- "(2) The Quadrangle was occupied by the University on August 29, 1949.
- "(3) In October, 1949, the contractor's final estimate was paid, less \$10,000 which was retained pending a satisfactory solution of the moisture penetration problem; the sum thus retained has never been paid to the contractor.
- "(4) Negotiations on the question of leakage continued sporadically for the ensuing 4½ years, with no positive results.
- "(5) On March 18, 1954, Mr. L. F. Rooney, President of Manhattan, wrote to the Board of Regents requesting payment of the \$10,000.

- "(6) On April 8, 1954, the Board of Regents submitted the matter to Mr. Walter W. Kraft and myself for further negotiations with Manhattan in an effort to reach a satisfactory solution within the statutory limitations period of five years.
- "(7) On April 29, 1954, Mr. Kraft and I met with Mr. George Pagin (attorney for Manhattan) and other representatives of Manhattan. The architect, Mr. Tom Sorey, attended this meeting, and Mr. Short and Mr. Cate attended the first part of it. The matter was discussed thoroughly. The University asserted that the contractor was responsible for all workmanship and materials, that the workmanship was defective, and that the contractor accordingly must eliminate the defects, all pursuant to the construction contract and specifications made a part thereof. Manhattan contended that the brick were defective and that the architect had selected the brick; these assertions were vigorously challenged by the University and the architect, and we emphasized that even assuming the brick to be defective, the contractor is responsible for quality of materials as well as workmanship. Later in the conference Manhattan's representatives declared that even assuming, without conceding, Manhattan to be responsible for whatever defect that had existed, the defect had terminated with the passage of time -- that there had been no leakage during the past two years. The University thereupon agreed to collect information as to when leakage had last been observed, the amount of rain during the previous two years, etc. It was decided to let the matter ride pending the submission of this information to Manhattan. Later that same day rains commenced and continued for several weeks; observation of Quadrangle walls during the rainy period from April 29, 1954, through May 11, 1954, conclusively established the continued existence of numerous leaks.
- "(8) Detailed information of current leakage was sent to Manhattan's attorney on May 20, 1954, in which communication the University insisted that Manhattan promptly take steps to eliminate the leakage. No reply to that communication has been received to date.

AVAILABLE ALTERNATIVES

I

"The University can ask for arbitration (which we could not compel Manhattan to agree to, the provision in the construction contract for arbitration of future disputes not being enforceable in the courts), or we can institute a court action to recover on the performance bond (any such suit must be filed promptly since the statute of limitations probably soon will have run).

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"The one advantage of taking the matter to court or arbitration is the possibility that the University might recover more than the \$10,000 now held. On the other hand, we might recover less. In any event, there is strong reason to expect recovery not to exceed \$10,000. Careful analysis and over-all evaluation of all facts, alleged facts, and contractual provisions (including the plans and specifications for the Quadrangle) involved in this case leave one feeling that the case is not entirely one-sided.

"Although the basic equities lie in favor of the University, the fact of leakage being absolutely established, Manhattan's effort to place responsibility on the architect has at least enough support to possibly lead a court or arbitration board to assess something less than the greatest possible measure of damages against Manhattan (also, some provisions of the specifications made a part of the construction contract are not entirely consistent -- for example, as to whose agent the architect is -- and could possibly be construed to the University's disadvantage).

"An award of more than \$10,000 seems unlikely. The \$10,000 sum presents a natural 'compromise' figure for a court or an arbitrator: (1) it is the amount which the University itself withheld, indicating same to be the University's original estimate of the extent of damage; (2) Mr. Kraft has received bids ranging from \$10,000 to \$32,000 for waterproofing the Women's Quadrangle, and he has informed me that the \$10,000 job, while obviously not the finest job possible, would provide minimal satisfaction if performed properly -- if a job of at least minimal satisfaction is available for \$10,000, Manhattan certainly would not fail to submit evidence (in the form of estimates from waterproofing companies) of that fact to the court or arbitration board.

"The above considered, it is recommended that the University not take the initiative in taking the matter to court or arbitration.

II

"The second alternative is to sit tight until the 5-year statute of limitations has run, then use the \$10,000 retainage toward elimination of the leakage.

"It must be emphasized, however, that it is virtually impossible to predict with any degree of assurance exactly when the statute of limitations will be held to have run on an obligation arising out of contract where any part of the contract has been performed. In the present case, for example, it can be argued that the statute of limitations will have run on August 29, 1954 (5 years from time when the University occupied the Women's Quadrangle), or in October, 1954 (5 years from the time when all but \$10,000 of the contractor's final claim was paid), or on August 29, 1955 (5 years from the end of the one year which Manhattan contends was the period agreed upon during which the \$10,000 would be retained and any required repairs or corrections made).

"Likewise, several different dates can reasonably be suggested as to the running of the statute of limitations against the University's right

to proceed against Manhattan (or against the surety named in the performance bond) for correction of the defective workmanship. [It does not seem likely that the statute has been tolled by anything the University has written in negotiations, since we have never sent Manhattan a written communication directly acknowledging the alleged obligation and a willingness to pay it, as required to toll the statute. See *American Surety Co. of New York v. Steele*, 84 Okla. 166 (1922).]

"While it seems fairly likely that the statute will have run by the end of October, 1954, only a court can finally say so. For reasons stated below, however, there is probably no real need to predict just when the statute will have run.

III

"The third alternative, which is strongly recommended if the University desires not to wait at least 18 months (when the statute quite probably will have run) to have the Quadrangle waterproofed is for the University to proceed on its own initiative to try to eliminate the defects causing the leakage. As a matter of fact, the University could have done this several years ago, after the contractor had neglected to eliminate the defects within a reasonable time after being notified of their existence [the University's rights in this respect are stated in Paragraphs 1-19 and 1-21 of the specifications]. If the University arranges for a firm other than Manhattan to do the waterproofing, a better job can reasonably be expected, since Manhattan probably would not approach the task with much enthusiasm.

"Sooner or later the waterproofing must be done, even if the University has to pay for it and also pay Manhattan the \$10,000 retainage (highly unlikely but possible). If the University does actually spend the \$10,000 retainage, or more, for waterproofing the Women's Quadrangle, that fact would provide the strongest kind of evidence, should Manhattan subsequently attempt to recover the \$10,000 through litigation (and assuming the court holds the statute of limitations not to have run), that the buildings were in fact defective to that extent and that the University did not unreasonably retain the \$10,000 to obtain a 'windfall'.

RECOMMENDATION

"That the University not take the initiative in instituting court or arbitral action, but that the \$10,000 retainage be utilized, either forthwith or after the statute of limitations has probably run, toward the cost of eliminating the leakage in the Women's Quadrangle."

Following a discussion it was unanimously voted, on recommendation of Regent Morgan, that immediate steps be taken to make the necessary repairs on the buildings and to utilize the \$10,000 withheld on the contract of the Manhattan Construction Company, that bids be called for and a contract awarded for necessary repairs, and if the cost is in excess of \$10,000, then a bill

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for such excess be sent to the Manhattan Construction Company with a demand for payment. It was agreed that the President of the Board write to the Manhattan Construction Company, informing them of this action by the Regents.

PARKVIEW FURNITURE

A study of immediate needs for furnishings and equipment for Parkview Apartments, to be purchased with the balance available in the bond issue proceeds, has been completed.

The following items should be purchased:

100	Occasional Chairs
50	Coffee Tables
50	End Tables
50	Night Tables
100	Lamp Tables
50	Desks
100	Mirrors
100	Chests
50	Dinette Tables
200	Chairs
25	Electric Refrigerators

RECOMMENDATION:

That the Board authorize expenditure of approximately \$25,000 of the bond issue proceeds for purchase of furniture and equipment of Parkview Apartments; and that the President of the University be authorized to award purchase orders to the best bidders, in view of the fact the Board is not scheduled to meet again until September.

Approved on motion by Regent Grisso.

President Cross reported that Claude Monnet, Attorney in Oklahoma City, addressed a communication to the Board of Regents under date of June 5, reporting that Cora Velva Dunham, deceased, had left a will which provided for a bequest in the amount of \$2,500 to the Crippled Children's Hospital "with the express direction that this bequest shall be used in the purchase and acquisition of an 'iron lung', provided that in the event such iron lung is not needed then said funds shall be used in research or the treatment of infantile paralysis or polio cases in such manner as the said Board of Regents shall deem best and most expedient."

Also, the will provides as follows: "All of the rest and residue of my estate, after the foregoing bequests have been completed and directions have been carried out, I give, devise and bequesth to Oklahoma Medical Research Foundation, a charitable corporation."

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A copy of the will has been sent to the Dean of the School of Medicine, a copy to George Short, President of the Board, and a copy to Hugh Payne, Director of the Medical Research Foundation.

The proposed budget for the Athletic Department, showing receipts for the year 1953-54, and estimated receipts for 1954-55, with proposed expenditures for 1954-55 was presented. A summary report on the Athletic Budget by Roscoe Cate was also submitted, and it is as follows:

TO: President Cross

DATE: July 7, 1954

FROM: Roscoe Cate

SUBJECT: Athletic Budget

I have tried to prepare a simple summary of the Athletic Department budget request for 1954-55 in a form that could be compared directly with the budget for 1953-54.

Because of the way in which accounts have been kept, and the new budget prepared, I cannot guarantee the exactness of all the items on the attached summary, but I believe they are substantially correct. Various items have been reclassified in an effort to clarify the presentation.

The attached summary of proposed expenditures is \$3,000 less than the total recommended by the Athletic Department, resulting from addition of \$1,000 for WWAD network expense and reduction of \$4,000 in the concessions item. I suggested that the salary of the concessions manager be charged to concessions income and no expense except capital items be budgeted for the concessions operation.

The summary is based on later information on 1953-54 income and expenditures than was available when the original budget was prepared.

The expenditures recommended by the Athletic Department and the Athletic Council are substantially the same as this year.

If income for 1954-55 drops \$206,331, as predicted by the Athletic Department, \$117,260 from the current surplus of \$209,262 (or from some other source) would be necessary to cover the proposed expenditures.

To cover this need by reducing the University's educational and general budget by the amount of the proposed deficit, as suggested by the Athletic Council, is not, in my opinion, a feasible solution.

Also, I believe that the Athletic Department's estimate of income is very conservative, and that there is a very good chance that income will cover the proposed budget.

RECOMMENDATION:

That the Athletic Department budget be approved in the amount of \$692,960, as summarized herewith, with the understanding that any excess of expenditures over income will be covered by surplus funds.

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THE UNIVERSITY OF OKLAHOMA ATHLETIC DEPARTMENT
 SUMMARY OF ESTIMATED INCOME AND PROPOSED EXPENDITURES FOR 1954-55
 July 1, 1954

<u>ESTIMATED INCOME</u>	<u>1953-54</u>	<u>1954-55</u>
*Gate receipts:	\$ (568,314)	\$ (472,700)
Football	545,655	454,000
Other sports	22,659	18,700
Program sales	17,654	16,500
Program advertising	11,280	10,000
Radio and Television	44,976	10,000
Concessions (net from sales)	21,389	8,000
Orange Bowl	47,700	12,000
Pro exhibition game	-0-	7,500
Golf course	20,769	20,000
Swimming pool	14,227	11,000
Miscellaneous	14,633	3,000
Interest	<u>21,039</u>	<u>5,000</u>
 Total Current Income	 \$ 782,031	 \$ 575,700
 Prior Year June 30 Surplus	 195,156	 209,262
 Total Available Funds	 \$ 977,187	 \$ 784,962

*After deduction of payments to other teams.

<u>PROPOSED EXPENDITURES</u>	<u>1953-54</u>	<u>1954-55</u>
Football	\$ 130,711	\$ 130,530
Basketball	31,637	31,150
Other sports	47,934	49,535
Office	56,336	53,760
Public relations	17,854	18,110
Scholarships	146,235	146,300
Concessions	23,450*	11,000*
Program expense	18,000	18,000
Maintenance and supplies	54,471	45,500
Golf course	28,590	31,892
Swimming pool	5,520	7,250
Intramurals	20,845	21,833
Stadium bonds	105,000	105,000
Complimentary tickets	15,998	12,000
Contingency	5,000	5,000
#Miscellaneous	5,060	5,100

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Orange Bowl	\$ 44,606	\$ -0-
Capital equipment	4,400	-0-
WVAD network expense	<u>1,090</u>	<u>1,000</u>
Total Proposed Expenditures	<u>\$ 762,957</u>	<u>\$ 692,960</u>
Amount of surplus required to cover budget		\$ 117,260
Estimated surplus June 30, 1955		\$ 92,002

* Expenditures for capital purposes.

Includes band, yearbook, interscholastic meet, Social Security tax.

Following a discussion it was voted to approve the recommendation "That the Athletic Department budget be approved in the amount of \$692,960, as summarized with the understanding that any excess of expenditures over income will be covered by surplus funds."

Attention was called to Exhibit "DF" - Athletic Department Investments as follows:

\$50,000.00	Liberty Bonds
100,000.00	U. S. Certificates
50,400.00	Liberty Bonds
*100,625.00	U. S. Certificates

*Current Receipts (1954 Football)

Regent Grisso made the following comment: "I approve the investments by the Athletic Department. These are the only investments, under Regents' control, which I approve."

The following report concerning the Business Administration of Intercollegiate Athletics was made by the President:

1. The following proposal for Athletic Department business administration was made to Mr. Wilkinson in April 1954:

A. Authorize the Athletic Business Manager to issue purchase orders for all purchasing for the Athletic Department, and make other disbursements of Athletic Department funds for purposes included in the annual budget approved by the Board of Regents, as amended from time to time by the President of the University or the Board of Regents.

B. Make the Athletic Director administratively responsible directly to the Board of Regents for supervision of all expenditures of Athletic Department funds, including travel by Athletic staff members.

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C. Direct that the financial records of the Athletic Department be audited semi-annually by the Office of the Contrroller.

D. Direct that all Athletic Department funds be deposited in an account in the Official Depository of the State Treasury and that the Athletic Business Manager be authorized to write checks against this account for all Athletic Department disbursements.

2. Mr. Wilkinson responded as follows:

"Kenneth Farris and myself have discussed at great length the proposal which you made relative to the business administration of the Athletic Department. After studying them carefully, we would like to submit the following recommendations for our 1955 operation:

A. It is the desire of this Department to continue our purchasing through the Purchasing Office in accordance with the prescribed procedures.

It is our desire, also, to work out with the Director of Purchasing, Contrroller, and Financial Vice-President a simplified procedure for ticket refunds, officials, transfer of funds, payment of guarantees to visiting schools, state taxes, and complimentary tickets.

B. It is requested that the emergency authority be increased from \$300 to \$500 per month. Only four persons in the department can authorize emergency purchases. They are: The Director, the Assistant Director, the Business Manager, and the Assistant Business Manager. In view of the aforementioned control, it is requested that actual emergencies other than athletic equipment and medical supplies be permitted under this authority.

C. If agreeable with the President, permission is requested to travel within the state on an actual expense reimbursement basis in lieu of the quarterly per diem rate, not to exceed \$6.00 per day.

D. It is the desire of this department to be administratively responsible to the President in all matters relating to the Athletic Program."

3. Mr. Cate sent the following memo to Mr. Wilkinson:

"After receiving your letter of May 25 with respect to policy and procedures in business administration of the Athletic Department, I arranged for a conference with Mr. Kenneth Farris, Mr. Q. M. Spradling and Mr. D. R. Kimrey, to discuss some of the details.

"Mr. Farris and Mr. Spradling agreed on a simple procedure for ticket refunds, transfers of funds, payments of guarantees to visiting schools, state taxes and other similar items not involving purchases. All concerned agreed that there is no need for such items to go through the Purchasing Office.

"With respect to the monthly authority order for emergency purchasing, it was agreed that a separate authority order will be issued to cover items other than athletic equipment and medical supplies. This is advisable

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because it is standard practice in state institutions for an authority order to cover only specified categories of purchasing rather than to leave it wide open. We therefore agreed that the Purchasing Office will continue to issue an authority order covering athletic equipment and medical supplies, and add another order which will list the other kinds of items that Mr. Farris wants to include.

"The problem relating to in-state travel reimbursement is more difficult. The State Budget Office has interpreted the statutes to mean that subsistence reimbursement for in-state travel must be calculated in quarters of calendar days. This works a hardship on many individuals who often make short trips. Since Athletic Department travel reimbursements do not have to be cleared by the State Budget Office, we could consider using our own interpretation of the statutes for the Athletic Department only. Another alternative would be to wait until the travel statutes are revised by the next legislature, and make every effort to insure that the new Act is more reasonable.

"I appreciate very much your personal help in seeking the best solution to the problems we have been studying."

Mr. Cate and Mr. Farris are still working on the problem of compensations for travel.

It was the consensus of the Regents that no further action is required at this time.

President Cross reported that a football game with the University of Pittsburgh has been scheduled to be played in Norman in 1955, with a tentative commitment to play a return game at Pittsburgh on September 21, 1957. Athletic Director Wilkinson recommends approval of the return game in 1957, and the schedule for 1957 would then be as follows:

September 21, 1957	Pittsburgh at Pittsburgh
September 28	Open
October 5	Iowa State at Norman
October 12	Texas at Dallas
October 19	Kansas at Norman
October 26	Colorado at Norman
November 2	Kansas State at Manhattan
November 9	Missouri at Columbia
November 16	Notre Dame at Norman
November 23	Nebraska at Lincoln
November 30	Oklahoma A & M at Norman

President Cross recommended approval of the above schedule, including the game with the University of Pittsburgh on September 21, 1957.

Approved.

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The proposed budget for the Oklahoma Memorial Union for the fiscal year of 1954-55 was presented. The proposal includes the following:

- Page 1. Estimated Income and Expense Analysis
For an average month.
- Page 2. Estimated Income and Expense Analysis
For an average year.
- Page 3. Estimated Departmental Analysis - Food Services
- Page 4. Estimated Departmental Analysis - The Union Mart
- Page 5. Estimated Departmental Analysis - The Billiard Room
- Page 6. Estimated Departmental Analysis - The Apartments
- Page 7. Salary and Wages Schedule.

The memorandum with a recommendation from Mr. Cate on the Oklahoma Memorial Union budget is as follows:

TO: President Cross

DATE: July 7, 1954

FROM: Roscoe Cate

SUBJECT: Union Budget

In response to my request, the manager and auditor of the Oklahoma Memorial Union have submitted a revised estimate of income for 1954-55, and a copy is attached herewith.

The revised statement estimates a need for an increase of \$8,980 in student fee income for operations in 1954-55, instead of the \$22,230 increase requested by the Union Board of Managers in the budget material included in the Regents' agenda for July 8.

In fact, if it is assumed that the Union's operating income for 1954-55 will be as much as the actual income for 1953-54, there would be no need for an increase in fee income to meet current operating expenses.

Also attached is the proposed salary budget for the Union staff.

RECOMMENDATIONS:

1. That the Board of Regents be asked to approve allotment of \$30,000 in student fee income to the Oklahoma Memorial Union for current operating expenses for 1954-55.
2. That the Board of Regents be asked to suggest to the Union Board of Managers that it consider the advisability of conforming to general University salary budget policy for 1954-55; that is, no general or merit raises, with raises granted only to bring classified employees to minimum rates for their classifications.

Following a discussion, and on recommendation by President Cross, it was voted to approve the budget for the Oklahoma Memorial Union, with conditions as recommended by Mr. Cate.

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President Cross made the following recommendations concerning activity fee distribution:

(1) That the incidental fee allocation for the summer of 1954, be approved in accordance with the policy established by the State Regents for Higher Education as follows:

Transfer to Activity Fee: \$16 per full-time student equivalent

Total \$42,240

(2) That the Activity Fee be allocated as follows:

	<u>Amount per Student</u>	<u>Allocation</u>
Student Union Debt Service	\$ 11.57	\$ 30,550
Student Health Service	3.00	7,920
Oklahoma Daily	<u>.50</u>	<u>1,320</u>
	\$ 15.07	\$ 39,970
Available for Educational and General	<u>.93</u>	<u>2,450</u>
	\$ 16.00	\$ 42,240

Approved.

President Cross stated Errett R. Newby's term as a member of the Board of Control of the Will Rogers Memorial Scholarship Fund expired in June, that according to the policy established by the Regents of the University, the President of the University appoints members of the Will Rogers Board of Control. He recommended that the policy be changed to the end that the Regents make the appointment on recommendation of the President. He submitted a list of names suggested by Regents in response to his letter.

Following a discussion, and on motion by Regent Morgan, Mr. Felix Simmons, President of the Exchange National Bank of Ardmore, was nominated for membership on the Board of Control of the Will Rogers Memorial Scholarship Fund, replacing Errett R. Newby, of Oklahoma City, whose five-year term expired in June 1954. President Cross concurred in this nomination.

A vote was called for on the nomination of Mr. Felix Simmons, and it was unanimously voted to request Mr. Simmons to accept the appointment. Regent Little stated he would see Mr. Simmons upon his return to Ardmore. (Mr. Little reported later in the evening that Mr. Simmons had agreed to serve as a member of the Board.)

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It was voted that the Secretary write a letter of appreciation on behalf of the Regents to Errett R. Newby, who served as a member of the Board of Control from the beginning in 1939 to June of this year.

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

Emil R. Kraettli, Secretary