

## BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

A meeting of the Board of Regents of the University of Oklahoma was held on Monday, October 3, 1938, at 10:00 o'clock a.m., in the office of the President of the University.

Regent Looney, President of the Board, presided; others present: Regents Kerr, Noble, and Ledbetter.

The reading of the minutes of the meeting held on Saturday, September 24, was dispensed with and the Secretary was instructed to furnish copies to each member of the Board, action on the minutes to be taken at the next meeting.

President Bizzell reported that he had had a conference with Dr. W. P. N. Canavan and read the following communication from Dr. Canavan:

"Dear Dr. Bizzell:

September 27, 1938.

I accept unconditionally the finding, conclusions, and award, embodied in the minutes of the meeting of the Board of Regents of the University of Oklahoma, September 24, 1938, wherein my sabbatical leave is extended to the end of the first semester of the 1938-39 school year at half-pay for which I will be paid the total sum of \$800.00.

"In addition, I respectfully request an extension of another half year of my leave of absence until the end of the second semester of the school year 1938-39, without pay. And, that I be permitted to resign at the end of the school year 1938-39. These are two points, that you indicated in conversation with me, which you believe the Board will be inclined to grant upon your recommendation.

"I wish to thank the members of the Board of Regents for the fair hearing given to my application.

"The Huckins Hotel, Oklahoma City, will be my mailing address until further notice.

"Believe me to be, with kind personal regards

Very truly yours,

Dr. W. P. N. Canavan".

Following a discussion of the matter a motion was made, seconded, and carried, "that the findings, conclusions, and recommendations of the Board of Regents adopted at the meeting on September 24, 1938, in the case of Dr. W. P. N. Canavan be modified to the extent of granting Dr. Canavan an extension of his leave of absence during the second semester of the school year 1938-39, without pay, and that this extension be granted on the condition that his resignation become effective at the end of said school year in accordance with his letter of September 27, 1938.

President Bizzell reported that Dr. L. A. Doran, of the Government Department, had undergone an operation and was unable to resume his teaching duties and recommended that LeRoy E. Stewart be appointed part time Instructor in Government, at a monthly salary of \$113.50, effective October 1, 1938. His services to continue to the close of the first semester unless Dr. Doran returned earlier. It was understood that the salary paid to Mr. Stewart would be deducted from Dr. Doran's salary. The recommendation approved.

President Bizzell recommended that Walter E. Emery, Assistant Professor of Speech, be granted leave of absence without pay from February 1, 1939, to September 1, 1939. The recommendation was approved.

Dr. M. L. Wardell, Assistant to the President, was called to make a report on the Remedial Program. He explained the plan stating that as a result of examinations during enrolment week, students were assigned to sections in English A, Math A, and Social Sciences A, non-credit courses or in regular college courses as the results of the examinations seemed to justify. He stated there was full cooperation on the part of the faculty in this program and that there were already indications that much good would come therefrom. The Board expressed complete approval on the Remedial Program and asked that further reports be made from time to time.

The Board recessed for lunch at the Union at 12:30 p.m. Reconvened at 1:20 p.m.

President Bizzell presented a copy of the financial report for the fiscal year of 1937-38 and asked that J. L. Lindsey, Comptroller, make explanation on any items on which there might be questions. Mr. Lindsey appeared before the Board and explained the report in detail.

President Bizzell stated that some preliminary work had been done on the budget for the biennium July 1, 1939, and ending June 30, 1941, and asked the Board to adopt a policy with reference to budget requests to be submitted. Following a discussion of this matter it was the sense of the Board that the President prepare the budget and that requests be made for sufficient salary appropriations to restore salaries in accordance with the schedule in effect prior to 1930-31. This schedule being as follows:

	<u>Minimum</u>	<u>Maximum</u>
Assistants	\$ 900.00	\$1,600.00
Instructors	1,800.00	2,200.00
Assistant Professors	2,400.00	2,800.00
Associate Professors	3,000.00	3,400.00
Professors	3,200.00	3,800.00
Professors - Heads of Departments	3,600.00	4,500.00
Deans		5,400.00

President Bizzell stated that he had requested various departments to submit recommendations for maintenance items and that these requests were being compiled.

There was a discussion on the date of the next meeting of the Board. President Bizzell stated that a meeting of the National Association of University Presidents, of which he is the President, would be held on November 9, 10, and 11, which would make it impossible for him to be present on the regular date for the monthly meeting on November 7.

It was voted to hold the next meeting of the Board on Saturday, November 5, beginning at 9:00 o'clock a.m., the day of the football game with Kansas State.

Meeting adjourned at 4:00 o'clock p.m.

Emil R. Kraetli, Secretary.

