

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

A meeting of the Board of Regents of the University of Oklahoma was held at 2:00 p.m., on Monday, June 3, 1940, in the office of the President of the University.

Regent Noble, President of the Board presided; others present: Regents Looney, Chambers, Ledbetter, Hopper, McBride. Regent Hatchett was absent.

The minutes of the meeting held on Monday, May 13, were approved, each member having been furnished a copy previously.

President Bizzell presented the following resignations, effective September 1, 1940:

- George Anson, Associate Professor of Music
- B. A. Botkin, Associate Professor of English, now on leave of absence.

Resignations accepted.

Recommended that Carl Ritzman, Instructor in Speech, on leave of absence during the current school year, be promoted to the rank of Assistant Professor effective September 1, 1940. Dr. Bizzell explained that Dr. Ritzman will complete the work for his doctorate during the coming school year, for which he has been granted an extension of his leave of absence; that since Dr. Ritzman has already served in the department, it is desirable that he have seniority over Dr. Curry and Dr. Sattler who are being employed for the first time this fall.

Recommendation approved.

Recommended that Dr. Findley Weaver, Associate Professor of Marketing, be promoted to the rank of Professor without change in salary, effective September 1, 1940. Dr. Bizzell explained that Dr. Weaver has been invited to apply for a similar position at the University of Arkansas at a salary of \$3,300.00, his present salary being \$2,664.00, but that Dr. Weaver indicated he would consider remaining with the promotion unless the University of Arkansas should decide to offer more than has been offered at the present time.

Recommendation approved.

President Bizzell stated it was his intention to recommend at the previous meeting, when Wyatt Marrs, Professor of Sociology was designated Acting Head of the Department of Sociology, that his salary be fixed at the rate of \$3,276.00, which is the amount of the salary of Dr. Logan, Professor of Sociology. President Bizzell recommended that the increase in salary for Professor Marrs be approved.

Recommendation approved.

Recommended that Albert A. Sutton, Assistant Professor of Journalism, be granted leave of absence, without pay, from September 1, 1940 to September 1, 1941. Dr. Bizzell stated Mr. Sutton had requested the leave of absence with the understanding that he is obligated to return to the University at the expiration of said leave, providing his present salary is not reduced, and that if the reports of his progress toward the doctorate at Northwestern University are satisfactory he will be recommended for a promotion to the rank of Associate Professor, September 1, 1941. It is understood also that if funds become available for a general increase in salaries he will share in such increase on the basis of his rank.

Dr. Bizzell stated Professor Sutton is a valuable member of the staff and that he was recommending the leave of absence under the conditions stated in order to encourage him to return to the University.

Recommendation approved.

Recommended appointment of Evelyn Edwards Coryell as stenographer in the office of the Dean of Administration at a salary of \$45.00 per month for June and July, 1940, and \$75.00 per month beginning August 1, 1940. Dr. Gittinger has taken over the writing of the history of the University looking toward the Semicentennial celebration in 1942, and needs the additional secretarial help. Recommendation approved.

Recommended the following appointments in the Physics Department, in lieu of a full-time instrument maker:

- Ralph Fearnow, Shop Assistant, for June, July and August, 1940, at \$80.00 per month.
- Philip Bettler, Shop Assistant, for June, July, and August, 1940, at \$50.00 per month.

Recommendation approved.

Recommended that Elvis Corbin, Janitor in the Department of University Utilities, be paid \$10.00 per month in addition to his salary as Janitor, while acting as Weather Bureau Operator. This requires daily reports, including Sundays and holidays. His salary as Janitor is \$95.00 per month and the total salary including additional duties is recommended as \$105.00 per month.

Recommendation approved.

President Bizzell stated Dean Felgar had expressed disappointment over the adjustment in his salary at the meeting on May 13, stating that he had voluntarily requested to be relieved of the duties as Dean of the College of Engineering, and be placed on a part-time basis before the retirement age for members of the faculty.

Following a discussion, Regent Ledbetter made the motion, which was seconded and unanimously carried, that J. H. Felgar be given one half of the salary of a full professor which at the present time is \$3,807.00, namely at \$1,903.50, and that the previous action fixing his salary at \$1,500.00 be rescinded.

President Bizzell recommended that the previous action fixing the salary of S. L. Holland, Instructor in Engineering Drawing at \$1,600.00 be rescinded, and that he be paid \$1,800.00 effective September 1, 1940.

Recommendation approved.

President Bizzell reported that Dean Carson had requested that the action fixing the salary of Alfreda Chapman at \$1,620.00 be reconsidered, and that she be paid at the rate of \$1,800.00 effective July 1, 1940. President Bizzell stated he was not recommending a change in salary for Mrs. Chapman, and no action was taken by the Board.

Recommended that R. George Mithram, part-time Chemist in the Geological Survey at \$66.66 per month, be placed on a full-time basis for the month of June, 1940, at \$100.00 per month.

Recommendation approved.

President Bizzell stated the matter of certain fees which have in the past been waived for faculty members, their wives, full-time employees, and graduate assistants, fellows, etc., is causing some grief. He recommended:

- 1) That all students enrolled at the University of Oklahoma pay the same incidental or enrolment fees.
- 2) That in the Graduate School students appointed as graduate assistants, to fellowships or scholarships, which provide the waiving of certain fees, these fee exemptions be limited to the department in which the student has his appointment.

Recommendation approved.

Recommended the following fees, effective September 1, 1940:

English 167 - <u>Technique of the Short Story</u>	
Regular School year, per semester	\$25.00
Summer School, 8 weeks	15.00
Geology 253 - <u>Introduction to Microscopic Paleontology</u>	5.00
Geology 351 - <u>Cenozoic Micropaleontology</u>	5.00
Geology 366 - <u>Subsurface Petrology</u>	5.00
Geology 374 - <u>Subsurface Interpretation and Correlation of Electrical Well Logs</u>	5.00

The fee in each of the Geology courses at the present time is \$3.00

- Drama 15 - Technique of Radio Speech - \$1.00 per credit hour
- Drama 17 - Radio Acting - \$1.00 per credit hour
- Drama 18 - Radio Acting, continued - \$1.00 per credit hour
- Speech 237 - Radio Speech - \$1.00 per credit hour
- Speech 347 - Radio Program Arrangement and Station Management - \$1.00 per credit hour.

All summer (1940 session) courses in Engineering will carry a fee of \$4.00 per credit hour in addition to laboratory fees.

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Recommendation approved.

Regent Ledbetter asked that Dean Patterson, who was waiting in the outer office, be permitted to present several matters at this time; that he was anxious to return to Oklahoma City as early as possible. Dean Patterson was invited to the meeting.

General Patterson reported the resignation of Dr. Maynard S. Hart, Assistant Director of the Laboratories of the University and Crippled Children's Hospitals, effective June 30, 1940.

Resignation accepted.

The following recommendations by Dean Patterson were concurred in by President Bizzell:

Recommended appointment of Dr. Frank T. Siebert, as Assistant Director of Laboratories of the University and Crippled Children's Hospitals, effective July 1, 1940, at a salary of \$125.00 per month. That if his services are satisfactory he will be paid \$175.00 per month beginning July 1, 1941. The salary of the present Assistant Director is \$250.00 per month.

Recommendation approved.

Reported Bernard Stratton, Curator in the Cadaver Room, Department of Anatomy, absented himself without leave, and recommended dismissal June 1, 1940.

Recommendation approved.

Recommended appointment of Glenn Noble, Jr., as Curator in the Cadaver Room, Department of Anatomy, at \$90.00 per month, June 1 to November 1, 1940; with the understanding that he be paid \$100.00 per month effective November 1, 1940, if his services are satisfactory.

Recommendation approved.

Recommended that Dr. G. N. Barry, now Director of the Out-Patient Department be appointed Assistant Director, effective July 1, 1940, at \$140.00 per month on a part-time basis (3 hours per day, 6 days per week).

Recommendation approved.

Recommended appointment of a rotating intern, beginning July 1, 1940, at \$10.00 per month. The services of the additional intern required to fill all vacancies due to periods of illness and absence from duty of other interns during vacation periods for other interns.

Recommendation approved.

Dean Patterson called attention to his letter to President Bizzell under date of May 23, 1940, concerning the leasing of a home for nurses in order to relieve space in the Crippled Children's Hospital now occupied by nurses, and which is badly needed for patients. Recommended authority to lease the house at 717 NE 13th Street, at \$50.00 per month, effective June 1, 1940.

Recommendation approved.

Dean Patterson recommended, President Bizzell concurring, that Dr. Harold A. Shoemaker, Professor of Pharmacology and Assistant Dean of the Medical School, be paid \$255.00 additional salary. He stated Dr. Shoemaker was on a twelve months' basis, that his salary as Professor of Pharmacology was \$3,800.00 on a ten months' basis, and that he was receiving \$345.00 additional for the two months as Assistant Dean, whereas the former Assistant Dean had received \$600.00 in addition to his salary as Professor of Pathology.

Motion made by Regent Chambers that Dr. Shoemaker be paid a total salary of \$4,400.00 on a twelve months' basis.

Motion carried.

Dean Patterson thanked the Board for the opportunity to present the above matters and retired from the meeting.

President Bizzell reported the following grants that have been given to the University for the purposes indicated:

Halliburton Oil Well Cementing Company, Duncan, Oklahoma - \$1,000.00, of which \$750.00 is to be used for a Fellowship and \$250.00 for special apparatus or equipment.

Reynolds-Lee Engineering Service Company, Dallas, Texas - \$2,407.00 to be used for the purchase of a recording infrared spectrometer for research work by Dr. J. Rud Nielsen of the Department of Physics; also \$750.00 annually for a Fellowship for research in the field of spectrometry.

National Foundation for Infantile Paralysis, Inc., of New York City - \$3,000.00 to the Department of Orthopaedic Surgery to be used to continue investigation and study of crippling deformities among children in Oklahoma City that are a result of infantile paralysis.

Recommended that he be authorized to express appreciation on behalf of the Board of Regents, for these grants.

Recommendation approved.

President Bizzell requested approval of the organization of the University of Oklahoma Research Institute and made the following explanation:

It is proposed that there be established the University of Oklahoma Research Institute for the purpose of promoting and fostering scientific investigations and all types of research, including industrial research, at the University. The Institute is to be a non-profit corporation, serving as a liason agency between all departments and divisions of the University on the one hand, and industry and the public on the other.

Under the plan proposed, the Board of Regents, acting through the officials of the University, would constitute the agency with which the Institute would contract for the setting up of fellowship and research projects and the use of equipment. On the other hand, the Institute

would enter into arrangements with industrial companies and with private individuals for securing funds for research which would be beneficial to industry, the public, and the University.

The membership of the Institute would be made up of the Board of Regents of the University, officials of the University, and representatives of the general public and of industry. It would at all times be controlled by persons deeply interested in the University, and its purpose would be to facilitate and promote the research work of the University in its relation to the broad interests of the State.

Since it appears advisable that the President of the University and the Dean of the Graduate School proceed with the incorporation of this Institute, the authorization of the Board of Regents to proceed is requested.

On motion by Regent Hopper, seconded by Regent Looney, it was voted to indorse the general principles for the establishment of the Oklahoma Research Institute.

President Bizzell called attention to the Inventory Law, adopted by the Seventeenth Legislature, House Bill No. 575, and discussed complications resulting from this law. He stated that no provision was made for funds to carry out the provisions of the law, but that it would require considerable expense, both as to salaries and supplies. Following a discussion of the matter, President Bizzell was authorized to work out the details with Mr. R. R. Owen, State Budget Officer, John Rogers, State Examiner, and J. L. Lindsey, University Comptroller.

President Bizzell called attention to the letter of Dr. Homer L. Dodge, Dean of the Graduate School, under date of May 10, a copy of which was sent to each member of the Board, concerning the establishment of "Fellows by Courtesy".

Following a further explanation by President Bizzell, and general discussion, it was voted to approve the recommendation for the creation of "Fellows by Courtesy" as outlined.

President Bizzell requested approval by the Board that Dr. M. L. Wardell, Assistant to the President be paid a salary of \$250.00 for the month of August. He stated Dr. Wardell's salary of \$3,600.00 was for the nine month's school term, and that he would receive \$250.00 per month for the two months of the summer school, making a total of \$4,100.00 for the eleven months; that the \$250.00 for August would make his total salary \$4,350.00. He stated that Dr. Wardell was doing part time teaching in the Department of History.

Dr. Bizzell stated he would prefer to have Dr. Wardell on a twelve months' basis, to cover both teaching and administrative work.

Following a discussion of the matter, Regent Ledbetter made the motion that Dr. Wardell be placed on a twelve months' basis at a salary of \$4,200.00 per year, effective July 1, 1940, and that he do regular teaching during the summer school.

Motion carried.

Regent Noble stated that through the cooperation of Joe Smay, Professor of Architecture, he had sponsored a contest among the students in Architecture for plans for a cottage on his farm north of Ardmore, and that the judges had made the awards of \$50.00 first prize, \$35.00 second prize, and \$15.00 for third prize, the students winning the awards being as follows:

- 1. Joe N. Boaz
- 2. Frank Binckley
- 3. John Knight

He asked that Joe Smay, who was waiting in the outer office, present the drawings for inspection by the Board. Professor Smay explained the merits of the several drawings and stated that the students had entered the contest with a great deal of interest and enthusiasm.

The members of the Board expressed their pleasure over the project sponsored by Regent Noble, and the excellent work done by the students.

The members of the Board were unanimous in the feeling that Regent Noble proceed immediately with construction of the cottage, and that he extend an invitation to have a meeting of the Board there at the earliest possible date, and that he provide "plenty of food".

Regent Chambers extended an invitation to hold a meeting of the Board at his home in Seminole during the summer, the time to be arranged at the convenience of members. Dr. Chambers stated he has a barbecue pit, and that there would be "plenty of food". Dr. Chambers requested that "you let me know a few days in advance".

Inquiry was made by Regent Noble concerning the appointment to replace Mr. Mayfield in the Short Course Work, and the position as Dean of Men. President Bizzell stated he was not yet ready to make a recommendation for a Dean of Men, that he had a number of applications but desired to make further investigations concerning two or three men who have had training and experience that seem to qualify them for such a position. Regent Noble stated it was his opinion the Board should personally interview candidates whom Dr. Bizzell would recommend.

Dr. Bizzell stated that he had arranged with Boyd Gunning, Assistant Director of the Extension Division, to take over the work in connection with the Short Course program in addition to his duties with the Visual Education Division, and that he could do this with some additional clerical help.

Regent Chambers reported that he had discussed with the members of the Oklahoma State Medical Association at its recent meeting, the needs of the University and Crippled Children's Hospitals, and that the association pledged cooperation. He stated Regent Noble attended a session of the meeting, and that the Association was pleased that the medical profession was represented on the Board of Regents.

There being no further business, it was voted to adjourn, and that the next meeting of the Board be held subject to the call of the President of the Board.

*Emil R. Kraettli*  
 Emil R. Kraettli, Secretary.