

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The regular monthly meeting of the Board of Regents of the University of Oklahoma was held on Monday, October 7, 1940, at 10:00 o'clock a.m., in the office of the President of the University.

Regent Noble, President of the Board presided; others present: Regents Looney, Chambers, Hopper, McBride, Rogers, Wimberly.

The minutes of the meeting held on Monday, June 3, 1940, were approved, each member having been furnished a copy previously.

President Bizzell reported the following resignations effective on the date specified in each case:

- Marie Banks, Instructor in Home Economics, September 1, 1940.
- Mattie Cal Maxted, Instructor in Social Work, (Extension Course Teacher), September 1, 1940.
- June Tompkins Benson, Secretary in the Department of Government, August 1, 1940.
- F. C. Dickinson, Operator, University Power Plant, October 1, 1940.
- Glaysds Buck, Assistant in Order Department, University Library, October 1, 1940.
- Wip Robinson, III, Stenographer, School of Geology, October 3, 1940.
- Esther Lee Bellatti, Assistant in the University Book Exchange, September 1, 1940.

The resignations were accepted.

President Bizzell reported the following deaths, stating that the University had suffered severe losses in the passing of these men:

- Patricio Gimeno, Professor of Spanish, August 15, 1940.
- G. E. Anderson, Professor of Geology, August 31, 1940.
- T. H. Brewer, Professor of English, September 19, 1940.

He recommended that appropriate resolutions be adopted, that these resolutions be spread upon the minutes of the Board and copies sent to the respective families.

The following resolutions were unanimously adopted:

RESOLUTION

WHEREAS Professor Patricio Gimeno passed to his final reward on August 15, 1940; and

WHEREAS the University has sustained an irreparable loss in the passing of this devoted teacher and talented artist who served the institution for twenty-nine years; and

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WHEREAS Professor Gimeno was a devoted husband and loving father which made his home one of the happiest in the University community;

NOW THEREFORE BE IT RESOLVED by the members of the Board of Regents of the University of Oklahoma that we extend to Mrs. Gimeno and her family our deepest sympathy, and that a copy of these resolutions be spread upon the minutes of the Board of Regents.

RESOLUTION

WHEREAS Dr. G. E. Anderson passed to his final reward on August 31, 1940; and

WHEREAS the University has sustained an irreparable loss in the passing of this devoted teacher who served the institution loyally for eighteen years; and

WHEREAS Dr. Anderson was a devoted husband and loving father which made his home one of the happiest in the University community;

NOW THEREFORE BE IT RESOLVED by the members of the Board of Regents of the University of Oklahoma that we extend to Mrs. Anderson and her family our deepest sympathy, and that a copy of these resolutions be spread upon the minutes of the Board of Regents.

RESOLUTION

WHEREAS Professor T. H. Brewer passed to his final reward on September 19, 1940, and

WHEREAS the University has sustained an irreparable loss in the passing of this devoted teacher who served the institution loyally for thirty-two years; and

WHEREAS Professor Brewer was a good citizen and thoroughly loyal to the interests of the University that he served;

NOW THEREFORE BE IT RESOLVED by the members of the Board of Regents of the University of Oklahoma that we extend to Professor Brewer's sister, Mrs. Ruth B. Stith, and the other members of his family our deepest sympathy; and that a copy of these resolutions be spread upon the minutes of the Board of Regents.

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President Bizzell reported that the following teachers and employees had been called for government service, and recommended that each be granted leave of absence without pay for the duration of the time of service required:

Henry D. Rinsland, Professor of School Measurements, for service in the Intelligence Department, Washington, D. C., September 1, 1940.

Commander J. C. Van de Carr, U. S. N. Retired, Instructor in Mathematics, has been placed on active duty at the University of Oklahoma in connection with the Naval Reserve Officers Training Corps Unit, September 1, 1940.

C. Guy Brown, Assistant Professor of Commercial Education, National Guard stationed at Fort Sill, Oklahoma, September 1, 1940.

Quentin M. Spradling, Assistant Auditor, Comptroller's Office, National Guard stationed at Fort Sill, Oklahoma, September 15, 1940.

Recommendation was approved.

President Bizzell reported that the following appointments had been made during the summer to fill vacancies, stating that each had been recommended by the respective deans and heads of departments, and requested confirmation by the Board:

C. C. Bush, Jr., Acting Dean of Men, \$250.00 per month, August 1, 1940.

Laurance Standish Reid, Associate Professor of Chemical Engineering, \$2,600.00, September 1, 1940.

Cecil C. Callarman, Assistant Professor of Commercial Education, \$1,800.00, September 1, 1940.

William Doyne Collings, Assistant Professor of Physiology, \$2,160.00, September 1, 1940.

William Lytle Powell, Jr., Assistant Professor of Music, \$2,160.00, September 1, 1940.

Jack Price, Special Lecturer in Journalism, \$1,300.00 (\$1,000.00 to be paid from the department budget and \$300.00 from the funds of the News Photography Short Course), February 1, 1941 to April 19, 1941.

Annice Ashton Barnes, Instructor in Home Economics, \$1,800.00, September 1, 1940.

Edward Arthur Frederickson, Special Instructor in Geology; \$2,043.00, September 1, 1940.

Carl Riley Oldroyd, Special Instructor in Psychology, \$675.00 for part time, September 1, 1940.

James Kester Svendsen, Assistant Professor of English, \$2,160.00, September 1, 1940.

Julius S. Miller, Instructor in Physics, half time, \$800.00, September 1, 1940.

Martha O'Daniel Rinsland, Special Instructor in School Measurements, \$250.00 per month, September 1, 1940. This appointment is month by month pending return of Dr. Henry D. Rinsland from service in the United States Army.

Jack Murray Bowers, Special Instructor in Music, half time, \$666.00, September 1, 1940.

James Daniel Stephenson, Special Instructor in Music, half time, \$666.00, September 1, 1940.

Agnes Nohrnberg, Director of the Residential Halls, \$1,200.00 with residence in the Dormitory and board, September 1, 1940.

Balfour Stanley Whitney, Instructor in Mathematics and Astronomy, \$1,710.00, September 1, 1940.

Woodrow Paul Wentzy, Assistant in Journalism, 3/4 time, \$900.00, September 1, 1940.

Jack M. Collier, Graduate Assistant in Instrumental Music Education, \$400.00, September 1, 1940.

Ralph W. Jones, Graduate Assistant in Instrumental Music Education, \$400.00, September 1, 1940.

William Joseph Mellor, Assistant Director of the Remedial Program, \$1,800.00, September 15, 1940.

John Frederick Malone, Supervisor of Lecture and Entertainment, Extension Division, \$1,800.00, August 1, 1940.

Philip C. Bettler, Assistant Instrument Maker, half time, \$600.00 for 12 months service, September 1, 1940.

Ralph E. Fearnow, Instrument Maker, \$999.96 for 12 months service, September 1, 1940.

Margaret Porter, Secretary, Department of Government, \$80.00 per month, August 1, 1940.

Frankie Culwell, Assistant in the University Book Exchange, \$75.00 per month, September 1, 1940.

Anne M. McCool, Secretary, Extension Division, \$900.00, September 17, 1940.

Wip Robinson, III, Stenographer, School of Geology, \$100.00 per month, September 1 to October 3, 1940.

Ona Belle Wolfskill, Secretary to General Faculty Committees, Registry Office, \$540.00, September 15, 1940 to June 15, 1941.

Earl Brown, Operator in Power Plant, University Utilities, \$125.00 per month, October 1, 1940.

Lucy Trosper, Assistant in Order Department, University Library, October 1, 1940, \$60.00 per month.

There was a discussion concerning the appointment of C. C. Bush as Acting Dean of Men. A motion was made by Regent Looney which was duly seconded and carried that the office of Dean of Men in the University of Oklahoma be abolished, and that the office of Counselor of Men be created.

Regent Looney made a motion which was seconded and carried that Mr. C. C. Bush be appointed Acting Counselor of Men from August 1, 1940 to July 1, 1941.

There was a discussion concerning the appointment of Woodrow Paul Wentzy as Assistant in Journalism on a three-fourths time basis, at a salary of \$900.00 per year, effective September 1, 1940.

Attention was called to a previous motion of the Board requesting that in making part time appointments, preference be given to Oklahoma students who desire to do graduate work for advanced degrees.

President Bizzell stated that Mr. Wentzy was already on the campus, that he was especially qualified for the work in the School of Journalism, and that he was taking the place of Mr. Sutton on leave of absence, that Mr. Herbert had made a thorough investigation, and in his opinion Mr. Wentzy was the best man available at the salary.

Motion made by Regent Rogers that all appointments as recommended by President Bizzell be approved.

On the vote on the motion, all members voted "aye" except Regent Looney, who requested that he be recorded as voting "no" on the Wentzy appointment.

Motion carried.

Regent McBride requested that the Board reopen the question with reference to the office of Dean of Men, since he was not present at the time the previous motion was adopted. He stated, in his opinion it would be better to make the change in the title of the office at the time the permanent appointment is made.

Regent Chambers moved that the previous motions, the first with reference to the creation of the office of Counselor of Men; the second that Mr. Bush's title read Acting Counselor of Men, be rescinded.

Roll call was called for with the following result: Regents Chambers, Rogers, Wimberly, McBride, "aye". Voting "no" Regents Looney, Hopper, Noble. The motion was declared carried and Mr. Bush's appointment as Acting Dean of Men was confirmed on motion by Regent Chambers.

President Bizzell recommended the following appointments and adjustments in salaries in the Comptroller's office:

- Raymond D. Crews, Assistant, 3/4 time, \$75.00 per month, July 1, 1940.
- DeWitt Kelley, Assistant, 3/4 time, \$75.00 per month, September 15, 1940 to May 31, 1941.
- Douglas Van Dyck, Assistant, 1/2 time, \$50.00 per month, September 15, 1940.

Frances Barker, Stenographer, \$75.00 per month for such time as her services may be needed, beginning July 1, 1940. Miss Barker is employed primarily on the Inventory. Dud Giezentanner be placed on the salary schedule at \$175.00 per month, effective October 1, 1940.

These adjustments are made (1) because of the leave of absence of Quentin Spradling, who is with the National Guard at Fort Sill and (2) to complete and carry on the Inventory of all property as required by law.

Approved.

President Bizzell recommended the following adjustments in salaries for the individuals listed below:

Harold Tacker, Photographer, Extension Division, \$150.00 per month beginning July 1, 1940, previous salary \$125.00 per month.

Boyd Gunning, Assistant Director of the Extension Division and Supervisor of Visual Education, \$209.00 per month July 1, 1940, previous salary \$150.00 per month.

Brunette Shanklin, Secretary, Dean of Men, \$150.00 per month, October 1, 1940, previous salary \$133.33 per month.

Ralph D. Dorsett, Assistant Professor of Mathematics on half time basis during the first semester of the school year 1940-41 and full time for the second semester. Professor Dorsett's annual salary is \$1,800.00 per year.

Dr. M. O. Wilson, Professor of Psychology, reduced from \$314.00 to \$239.00 per month, effective September 1. Dr. Wilson is giving part of his time during the regular school year to the Sunbeam Home Guidance Clinic in Oklahoma City for which he receives \$75.00 per month.

Spencer Norton, Assistant Professor of Music, be designated Head of the Department of Piano and placed on the salary schedule at \$2,502.00, effective September 1, 1940, previous salary \$2,331.00.

Recommendations approved.

President Bizzell recommended the following appointments in the Extension Teaching work for the school year of 1940-41. The basic salaries in each case to be as indicated:

Education

Lowell Brown, Instructor and Organizer, \$227.00 per month, beginning August 1, 1940.
 John T. Hefley, Assistant Professor, \$227.00 per month, beginning September 1, 1940.
 John R. Chandler, Instructor, \$200.00 per month, beginning September 1, 1940.
 F. L. Tibbitts, Instructor, \$227.00 per month, beginning September 1, 1940.
 Harvey C. Hansen, Instructor, \$200.00 per month, beginning September 1, 1940.

Social Work

Dorothy Cram, Instructor in Social Work, \$200.00 per month, September 1, 1940.
 Gilbert H. Smith, Assistant Professor of Applied Sociology, \$200.00 per month, September 1, 1940.

The recommendation was with the understanding that the payment of these salaries would be dependent upon a sufficient income from the Extension Classes to cover both salaries and travelling expenses.

The appointments were approved.

Recommended that Jean Sugden, Assistant in the Department of English, be promoted to the rank of Instructor without change in salary.

Approved.

President Bizzell recommended that the previous action placing Dr. M. L. Wardell, Professor of History and Assistant to the President, on a twelve months basis, effective July 1, 1940, at an annual salary of \$4,200.00, be rescinded, and that he be placed on a nine months basis as heretofore, at a salary of \$3,600.00.

The recommendation was approved.

The Board recessed for lunch at the Student Union Building at 12:15, and reconvened in executive session, at 1:30 p.m.

At 3:00 p.m., the Board resumed deliberations with President Bizzell and the Secretary of the Board present.

President Bizzell submitted for approval, a revised budget for the University Infirmary.

He recommended that the salary of Dr. Atkins be increased from \$275.00 to \$300.00 per month, and that the salary of Dr. Eleonora Schmidt Peaster be increased from \$275.00 to \$300.00 per month, both effective September 1, 1940. Also salary adjustments for the following:

Charlaine Tullis, Technician, from \$75.00 to \$80.00 per month, effective September 1, 1940.
 Winnie Mae Harmon, Housekeeper, from \$40.00 to \$55.00 per month, effective September 1, 1940.

The increases recommended were approved.

President Bizzell submitted the following new appointments in the Infirmary:

Edith Doosing, Nurse, \$75.00 per month for 11 months service, September 10, 1940.
 Grova-Nell Dickson, Dispensary Nurse, \$75.00 per month for 9 months service, September 10, 1940.
 Zelma J. McAlister, Nurse, half time, \$30.00 per month for 9 months service, September 10, 1940.
 Ann Williamson, Nurse, half time, \$30.00 per month for 9 months service, September 10, 1940.
 Nell Ridpath, Housekeeper, \$55.00 per month for 9 months service, September 10, 1940.

The appointments were approved.

President Bizzell recommended that Dr. W. A. Fowler, Director of the Student Health Service and Infirmary, be appointed Head of the Department of Hygiene and Public Health, with the title of Professor.

The recommendation was approved.

President Bizzell stated that since a number of changes had been made in the Infirmary budget, he would supply each member of the Board with a revised copy of this budget.

Regent Chambers called attention to the handling of food and drinks at the football games, stating that not only the surroundings are unsanitary but the food handlers were very negligent in their work so far as sanitation is concerned.

There was a general discussion concerning this matter following which Regent Chambers suggested that Dr. Bizzell direct Dr. Fowler to inspect the handling of food and drinks under the Stadium and prescribe changes to be made to bring about more sanitary conditions.

There was a discussion concerning the Band and it was the sense of the Board that not only the Band but the card section as a specialty, were providing fine entertainment and were adding very materially to the enjoyment of the occasion.

On motion by Regent Chambers, it was voted that President Bizzell express to the students in charge of the card section, the Board's commendation for the exhibitions at the games.

Regent Noble asked that he be excused at 3:10 p.m., and Regent Looney, Vice President, took the Chair.

President Bizzell reported that Professor Stovall of the Department of Paleontology, had been engaged during the summer months in excavations and had acquired valuable museum material but that no provision had been made for a salary for Dr. Stovall. He stated that while Dr. Stovall was out in the field he had wired Mr. J. L. Lindsey, Comptroller, for funds and that he had been advanced a total of \$400.00; \$200.00 per month for July and August. President Bizzell requested approval to pay the above advancements as salary for the two months.

There was a discussion concerning the policy of paying salaries without authorization and the Board expressed dissatisfaction in the way this matter had been handled.

The President's recommendation to allow the claim for Dr. Stovall, was approved with the definite understanding that in the future such items be submitted in advance.

Regent Noble returned to the meeting at 3:30 p.m.

President Bizzell recommended that the fee of \$2.00 charged in the course Geology 361, while being taught by Dr. G. E. Anderson, deceased, be temporarily discontinued. The recommendation was approved.

President Bizzell reported in accordance with a verbal authority given by the Board of Regents at the time the fee of \$25.00 was established in the Professional Writers Course, English 167, he had granted Scholarships to the following on recommendation of Professor Campbell, the Instructor in charge of the Writers Course, and Professor L. N. Morgan, Head of the Department of English:

Mrs. Frances Higgins Wilson
Mr. Bill Jones
Mr. Max Kesler

The President's action in granting these Scholarships was approved.

President Bizzell reported that the University of Oklahoma had again been approved by the C.A.A. to continue instruction in the flight training program. He explained that the regulations provide that the students pay for insurance and medical examination, and that since the University is required to furnish the transportation to and from the flying field, he recommended a fee of \$10.00 per student to cover transportation, making the total cost to the student including the insurance and medical examination, \$25.00. He stated further that the University is required to give courses in what is known as "ground work", including meteorology, navigation, and aircraft operation. The government pays the University \$20.00 for each student successfully completing both the ground school course and the flight training and upon passing the Civil Aeronautics written examinations. He stated further that the University had been allotted a quota of forty students in the primary training program.

President Bizzell reported that Walter Neustadt, Ardmore, Oklahoma, Executor of the Estate of Max Westheimer, deceased, had given to the University of Oklahoma the sum of \$10,500.00 from said estate to be used by the University to purchase the Northwest Quarter of Section Twenty-four, Township Nine North, Range Three West, in Cleveland County, Oklahoma, for the purpose of establishing thereon an airport or flying field to be known as the Max Westheimer Flying Field for the use of the University of Oklahoma in connection with programs of aeronautical instruction. In making this gift to the University, Mr. Neustadt specified specifically as follows:

"Donated to the University of Oklahoma, by the Estate of Max Westheimer, for the purchase of the NW $\frac{1}{4}$ of Section 24, Twp. 9N, Rge. 3W, Cleveland County, Oklahoma. Given to said institution and to be used exclusively for an airport and training school, for the training of students and citizens in all lines of aeronautics, including pilots, mechanics, etc.; said airport to be known and designated as the Max Westheimer Flying Field of the University of Oklahoma."

I recommend that the Board of Regents formally accept this gift and that the Board express its appreciation to Mr. Neustadt.

The Board expressed approval of the flight training program as outlined by President Bizzell and upon motion by Regent Looney, seconded by Regent Rogers, it was voted to accept the donation of \$10,500.00 from Walter Neustadt, as Executor of the estate of Max Westheimer, deceased, same having been made for the purpose of purchasing land for a flying field for the University of Oklahoma, and that the flying field so purchased be designated as the Max Westheimer Flying Field, in accordance with the wishes of Mr. Neustadt.

The following resolution expressing appreciation to Mr. Neustadt, was unanimously adopted on motion by Regent Hopper, seconded by Regent Wimberly:

RESOLUTION

WHEREAS, Walter Neustadt, of Ardmore, Oklahoma, as executor of the Will of the late Max Westheimer, Ardmore, Oklahoma, has given to the University of Oklahoma the sum of Ten Thousand Five Hundred (\$10,500.00) Dollars for the purchase of the NW $\frac{1}{4}$ of Section 24, Township 9N, Range 3W, Cleveland County, Oklahoma, said land to be used exclusively for an airport and training school, for the training of students and citizens in all lines of aeronautics, including pilots, mechanics, etc., and

WHEREAS, the late Max Westheimer was a pioneer in this state and his life exemplified all that the word implies; and

WHEREAS, he contributed liberally during his life to public charity and benevolence, thereby demonstrating his fine character and his usefulness as a citizen not only of his own community, but the state as a whole; and

WHEREAS, this donation for the purposes specified will carry on this public service and provide a permanent and useful memorial;

NOW THEREFORE BE IT RESOLVED by the Board of Regents of the University of Oklahoma that this donation be accepted and that the flying field be named The Max Westheimer Flying Field in memory of Max Westheimer.

BE IT FURTHER RESOLVED that this board express its appreciation to Mr. Walter Neustadt, son-in-law of Mr. Westheimer, and to Mrs. Walter Neustadt and Miss Juline Westheimer, daughters of Mr. Max Westheimer, for the establishment of this memorial at the University of Oklahoma.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Mr. and Mrs. Walter Neustadt and Miss Juline Westheimer, and that it be spread upon the minutes of the Board of Regents.

President Bizzell recommended that the President of the University be authorized to make application through the proper channels for a WPA grant to develop the flying field, including the construction of a hangar and runways, and to sign on behalf of the Board of Regents, such documents as may be required for WPA assistance.

On motion by Regent Looney, seconded by Regent McBride, the President's recommendation was unanimously approved.

President Bizzell reported that a division of the Naval Reserve Officers Training Corps has been established at the University of Oklahoma, and that the full quota of students has been accepted. He reported further that the University of Oklahoma is required to give a bond in the sum of \$25,000.00 for the safekeeping and care of all property furnished by the Naval Department.

He recommended that the President of the Board of Regents and the Secretary, execute on behalf of the Board of Regents, the following instrument; a copy of same having been furnished by William B. Woodson, Judge Advocate General of the Navy:

"Motion by Regent Looney, seconded by Regent Hopper that the President of the Board of Regents and the Secretary be authorized to sign on behalf of the Board of Regents the bond in the sum of twenty-five thousand dollars (\$25,000.00) to cover the issue of supplies, equipment, etc., for the use of the Naval Reserve Officers' Training Corps established at this University.

"The motion was unanimously carried."

Following is a copy of the Bond:

WHEREAS, the University of Oklahoma, of the City of Norman, County of Cleveland, State of Oklahoma, is an institution of learning at which one or more units of the Naval Reserve Officers' Training Corps are established, or about to be established, and

WHEREAS, the Secretary of the Navy, by virtue of the authority in him vested by the Act of Congress entitled "An Act providing for sundry matters affecting the Naval Service, and for other purposes," approved March 4, 1924, is about to furnish, and will from time to time hereafter furnish, to said University of Oklahoma, for the use of the unit or units of the Naval Reserve Officers' Training Corps established at said University, or hereafter to be established thereat, such means of transportation, books, supplies, tentage, equipment, and such other miscellaneous items as the Secretary of the Navy may deem necessary; and it being desirable in the interests of the United States, and of the said University of Oklahoma that the property aforesaid be covered by one bond;

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that the University of Oklahoma is hereby held and firmly bound unto the United States of America, in the just and full sum of Twenty-five Thousand Dollars (\$25,000.00), lawful money of the United States, for which payment, well and truly to be made, it binds itself, its successors and assigns, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above-bounden University of Oklahoma shall take good care of the property covered by this bond and shall, when required by the Secretary of the Navy, duly return the same in good order to him, or to such person as he may designate to receive the same, within thirty (30) days from the receipt of notice so to do, except uniforms, expendable articles, supplies expended in operation, maintenance and instruction, such property as has been worn out in the service for which it was intended, and/or property lost or destroyed without negligence of the University of Oklahoma or its agents, including students under its jurisdiction, then this obligation to be void and of no effect; otherwise to be and remain in full force and virtue.

IN WITNESS WHEREOF, the above-bounden University of Oklahoma has executed this instrument under its seal this 7th day of October, A.D. 1940, by its undersigned representative, pursuant to authority of its governing body.

THE UNIVERSITY OF OKLAHOMA

BY Lloyd Noble, President,
Board of Regents of the
University of Oklahoma.

BY Emil R. Kraettli, Secretary,
Board of Regents of the
University of Oklahoma.

President Bizzell reported that through the Department of Industrial Education in the College of Engineering, short courses for welders have been conducted, each about one months duration and beginning about the fifteenth of July.

The establishment of these courses came about through requests from the industries for men qualified to do this special type of welding. It was originally planned to accomodate twenty-five students. When the announcement was made, we had several hundred applications, and it was necessary to repeat the short courses, and they are still in progress.

The entire expense of the short courses, including all materials, supplies, and salaries for instructors has been taken care of by the fees collected. William T. Tiffin of the Department of Mechanical Engineering has carried the responsibility of the short courses, and it has been necessary to employ instructors where they could be secured. Some of the instructors have been loaned to us by airplane manufacturers.

President Bizzell requested the approval of the Board on the establishment of the short courses, the fee charged, the purchase of materials and supplies, and the employment of teachers with a definite understanding that the total expenditures will not exceed the income, also that we be authorized to continue these courses so long as there is a demand for same.

On motion by Regent Looney, seconded by Regent Rogers, the President's report on the short courses was accepted, and the request for approval for the fees charged, the purchase of materials and supplies, and the employment of teachers, with the understanding that the total expenditure will not exceed the income; also that the courses be continued so long as there is a demand for same, was approved.

President Bizzell reported the following appointments in the Oklahoma Geological Survey:

- Laurance S. Reid, Chemical Engineer, Oklahoma Geological Survey, from July 17 to September 1, 1940, at a salary of \$288.89 per month.
- Herschell Sudduth, Chemist, Oklahoma Geological Survey, at a salary of \$75.00 per month from July 1 to September 15, 1940.
- S. H. Johnson, Jr., Chemist, Oklahoma Geological Survey, \$50.00 per month from September 16 to November 1, 1940, and at \$75.00 per month beginning November 1, 1940.

The appointments were approved.

President Bizzell submitted a communication from Frank Buttram, formerly a member of the Board of Regents, concerning land adjacent to the campus, purchased by Mr. Buttram about twelve years

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ago while he was a member of the Board of Regents, at a cost of \$8,503.00. The communication stated further that since the date of purchase the taxes have amounted to \$390.01, making a total of \$8,893.01.

President Bizzell explained that the tract of land has been enclosed by a fence surrounding the intramural field. He stated further that Mr. Buttram has had inquiries from prospective purchasers but that he preferred to give the University an opportunity to purchase same since that was the original purpose in acquiring it, at a time when the University did not have funds for that purpose.

There was a discussion concerning this matter, and it was the sense of the Board that President Bizzell secure an appraisal on the value of the land at this time, and that the legislature be requested to make an appropriation to purchase same at the current value of the land.

President Bizzell stated that General Patterson, Dean of the School of Medicine, was waiting and asked that he be invited to present matters affecting the hospitals and medical school.

General Patterson was invited.

General Patterson read a communication from L. T. Dyche, Engineer of Right-of-Way, State Highway Commission, concerning an easement of a narrow strip of a farm in Custer County, desired by the Highway Department for the purpose of carrying out a road side improvement project on Highway 66, east of Clinton, Oklahoma. He stated that it would be a temporary easement and would not be recorded, that the matter of moving and resetting the fence would be taken care of, and that upon the completion of the improvement program, the easement would be cancelled.

A motion was made, seconded, and carried, that the easement be granted and that the President of the Board be authorized, on behalf of the Board of Regents to sign the easement.

General Patterson presented the following items affecting the hospitals. He explained that a number of changes had come about on account of Military Service on the part of several of the employees:

Resignations

Helen Babb, Nurse Supervisor, \$90.00 per month, April 30, 1940.
Mary Wilkinson, Assistant Dietitian, \$105.00 per month,
June 23, 1940.
Anne Sandoz, Laboratory Technician, \$100.00 per month,
July 7, 1940.
Paul Smith, X-Ray Technician, \$100.00 per month, July 16, 1940.
Gene Sewell, Laboratory Technician, \$100.00 per month,
May 31, 1940.

Resignations Cont.

Jessie Meador, Laboratory Technician, \$100.00 per month,
 May 19, 1940.
 Glenna Gregory, X-Ray Technician, \$100.00 per month,
 May 31, 1940.
 Wallace Slodek, Assistant Bracemaker, \$80.00 per month,
 May 31, 1940.
 Edna L. Oakes, Nurse Supervisor, \$80.00 per month,
 June 23, 1940.
 Freda S. Johnson, Assistant Dietitian, \$110.00 per month,
 August 31, 1940.
 Mary Connor, Laboratory Technician, \$100.00 per month,
 August 31, 1940.
 Kathryn Aderhold, Laboratory Technician, \$100.00 per month,
 August 31, 1940, to take regular position in Medical
 School.
 Eva Deardorf, Central Supply Room Nurse Supervisor, \$80.00
 per month, August 5, 1940, to accept N.T.A. position.
 Gertrude Marburger, Assistant Operating Room Supervisor,
 \$80.00 per month, July 31, 1940.
 Don Walker, Inventory and Property Clerk, September 19,
 1940, \$80.00 per month.
 Edith Doosing, Nurse Supervisor, September 15, 1940.
 Edna McElvogue Readhimer, Nurse Supervisor, August 17, 1940,
 salary \$90.00 per month.

Services Discontinued

Albert Carpenter, Cook, \$85.00 per month, May 16, 1940.

Salary Increases

J. T. Barr, Clerk in Business Office, \$85.00 to \$90.00 per
 month, July 1, 1940.
 J. D. Lowry, X-Ray Technician, \$100.00 to \$110.00 per month,
 July 1, 1940.
 Everett L. Gilbert, Brace Shop Clerk, \$85.00 to \$90.00 per
 month, July 1, 1940.
 J. W. DeWitt, Clerk in Business Office, \$95.00 to \$100.00
 per month, July 1, 1940.
 H. R. Dickey, Chief Clerk, \$250.00 to \$300.00 per month,
 October 1, 1940.
 G. A. Finley, Cashier, \$100.00 to \$110.00 per month,
 October 1, 1940.
 W. K. Dollarhide, Storekeeper, \$160.00 to \$175.00 per month,
 October 1, 1940.
 Opal W. Gray, Physical Therapist, \$110.00 to \$120.00 per month,
 October 1, 1940.
 Mildred Brown, Housekeeper, \$90.00 to \$100.00 per month,
 October 1, 1940.
 Harry Ross, Chef, \$110.00 to \$125.00 per month, October 1, 1940.
 C. W. Banta, Chief Engineer, \$175.00 to \$190.00 per month,
 October 1, 1940.
 O. O. Martin, Plumber and Steam Fitter, \$165.00 to \$180.00 per
 month, October 1, 1940.

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Salary Increases Cont.

- L. G. Jolly, Storeroom Clerk, from \$85.00 to \$90.00 per month, effective October 1, 1940.
- Martha O'Leary, Nurse Supervisor, from \$75.00 to \$80.00 per month, effective September 1, 1940.

Salary Decreases

- Ella E. Smith, Physical Therapist, \$140.00 to \$130.00 per month, October 1, 1940.
- Dorothy Mann, Occupational Therapist, \$140.00 to \$130.00 per month, October 1, 1940.

Transfers

- F. H. Newman, Head Janitor to Orderly in the Crippled Children's Hospital, salary reduced from \$90.00 to \$50.00 per month, July 31, 1940.
- Walter Afinowicz, Wall Washer, from University Hospital to Crippled Children's Hospital in place of F. H. Newman, salary to remain \$85.00 per month, August 1, 1940.
- Martha O'Leary, from Supervisor Colored Children's Ward to Central Supply Room Nurse Supervisor in place of Eva Deardorf, resigned, salary to remain \$75.00 per month, August 6, 1940.
- Ruth Neubauer, from Supervising Nurse, Outpatient Department, Crippled Children's Hospital to Supervisor Colored Children's Ward in place of Martha O'Leary, transferred, salary to remain \$80.00 per month, August 6, 1940.
- Lizzie Jackson, from General Staff Nurse to Supervising Nurse, Outpatient Department, Crippled Children's Hospital in place of Ruth Neubauer, transferred, salary increased from \$65.00 to \$80.00 per month August 6, 1940.
- Ethel Garrett, Clinic Cashier to General Staff Nurse, salary to remain \$70.00 per month, August 6, 1940.
- Joe Tollotson, from Admitting Clerk to Clinic Cashier in place of Ethel Garrett, transferred, salary to remain \$80.00 per month, August 6, 1940.

Promotions

- Bell Audleman, from Assistant Cook to Head Cook, May 17, 1940 in place of Albert Carpenter, services discontinued, salary increased from \$60.00 to \$75.00 per month, effective June 1, 1940.
- Edna Oakes, from General Staff Nurse to Nurse Supervisor in place of Helen Babb, resigned, salary increased from \$65.00 to \$80.00 per month, May 1, 1940.

Promotions Cont.

- Thelma Beecham, from General Staff Nurse to Nurse Supervisor, June 24, 1940, salary increased from \$65.00 to \$80.00 per month, in place of Edna L. Oakes, resigned, effective July 1, 1940.
- Martha O'Leary, from General Staff Nurse to Supervisor of Colored Children's Ward, salary increased from \$65.00 to \$75.00 per month, June 3, 1940.
- Vera Parman, Therapeutic Assistant Dietitian to Teaching Dietitian in place of Freda S. Johnson, resigned, salary increased from \$105.00 to \$110.00 per month, September 1, 1940.
- Margaret Murphy, part time Laboratory Technician to full time Laboratory Technician in place of Mary Connor, resigned, salary increased from \$50.00 to \$100.00 per month, September 1, 1940.
- Joe White, from Clerk to Storeroom Kardex Clerk, vice L. E. Nelson, Jr., National Guard duty, salary increased from \$65.00 to \$75.00, effective October 1, 1940.
- J. D. Everett, from Clerk to Inventory and Property Clerk, vice Don Walker, resigned, salary increased from \$65.00 to \$75.00, effective October 1, 1940.
- Ethel Garrett, from General Staff Nurse to Nurse Supervisor, vice Edith Doosing, resigned, salary increased from \$70.00 to \$80.00.

Temporarily Promoted

- J. W. DeWitt, Bookkeeper, vice Buford S. Kirtley, National Guard duty, salary increased from \$100.00 to \$125.00, effective October 1, 1940.
- J. T. Barr, from Clerk to Bookkeeper, vice J. W. DeWitt, promoted, salary increased from \$90.00 to \$100.00, effective October 1, 1940.
- Bob Jones, from Storeroom Purchase Order Clerk, to Clerk in Business Office, vice J. T. Barr, promoted, salary increased from \$90.00 to \$100.00, effective October 1, 1940.

Appointments

- Cora Helen Crouch, Laboratory Technician in place of Anne Sandoz, resigned, \$100.00 per month, July 8, 1940.
- Reed Gillian, X-Ray Technician in place of Paul Smith, resigned, \$100.00 per month, July 16, 1940.
- Vinnie Mae Jolly, Laboratory Technician in place of Gene Sewell, resigned, \$100.00 per month, June 1, 1940.
- Katharyn Aderhold, Laboratory Technician in place of Jessie Meador, resigned, \$100.00 per month, June 1, 1940.
- Ruth Haskell, X-Ray Technician, in place of Glenna Gregory, resigned, \$100.00 per month, June 24, 1940.

Appointments Cont.

Dorotha Crockard, Assistant Dietitian in place of Vera Parman, promoted, \$90.00 per month, September 1, 1940.

Martha F. Spradlin, Assistant Dietitian in place of Vera Parman, promoted, \$90.00 per month, September 1, 1940.

Margrete McAleney, part time Laboratory Technician in place of Margaret Murphy, promoted, \$50.00 per month, September 1, 1940.

William Oxley, Laboratory Technician in place of Kathryn Aderhold, resigned, \$100.00 per month, September 1, 1940.

Mike Rendel, Janitor in place of Walter Afinowicz, transferred, \$70.00 per month, July 16, 1940.

Lorene Pounds, temporarily employed as General Staff Nurse in place of Lizzie Jackson, transferred, \$65.00 per month, August 5, 1940.

Mary Evans, General Staff Nurse in place of Lizzie Jackson, transferred, \$65.00 per month, August 21, 1940.

Helen McMurtry, Assistant Operating Room Supervisor in place of Gertrude Marburger, resigned, \$80.00 per month, August 7, 1940.

Ruby L. Roepe, Supervisor, I-W, Children's Hospital in place of Pauline Henry, resigned, \$80.00 per month, May 31, 1940.

Vera Parman, Assistant Dietitian in place of Mary Wilkinson, resigned, \$105.00 per month, July 1, 1940.

J. D. Corbin, Purchase Order Clerk, September 20, 1940, vice Bob Jones, promoted, salary \$85.00 per month.

Sam Stewart, Storeroom Clerk, September 30, 1940, vice Ernest R. Trogdon, National Guard duty, salary \$70.00 per month.

Violet Rohrer, Assistant Dietitian, September 16, 1940, salary \$115.00 per month.

Lorraine C. Lieurance, Medical Social Worker, September 10, 1940, salary \$80.00 per month.

P. L. Loewen, Resident in Anesthesia, September 18, 1940, vice Lewis C. Taylor, National Guard duty, salary \$50.00 per month.

Josephine Mesley, Nurse Supervisor, effective October 16, 1940, vice Edna McElvogue Readhimer, resigned, salary \$115.00 per month.

Elizabeth Fair, Instructress in School of Nursing, vice Frances Henry, leave of absence, salary \$100.00 per month.

Gretchen Bader, Vacation Relief Medical Stenographer, effective October 1, 1940, salary \$85.00 per month.

Temporary Appointments

Ruth Holm, Laboratory Technician, vice Carl Grounds, National Guard duty, effective September 16, 1940, salary \$100.00 per month.

Margaret Willis, Nurse, effective August 18, 1940, vice Edna McElvogue Readhimer, resigned, salary \$65.00 per month.

General Patterson reported that the following employees in the University and Crippled Children's Hospitals had been called for government service and recommended that each be granted leave of absence without pay for the duration of the time of service required:

- Buford S. Kirtley, Bookkeeper, called to field service for one year, September 15, 1940, salary \$140.00.
- L. E. Nelson, Jr., Storeroom Kardex Clerk, salary \$75.00, called to field service for one year, September 15, 1940.
- Ernest R. Trogdon, Storeroom Clerk, salary \$75.00 per month, enlisted in National Guard, September 19, 1940.
- Carl Grounds, Laboratory Technician, salary \$160.00 per month, called to field service, September 15, 1940.
- Lewis C. Taylor, Resident in Anesthesia, called to field service, salary \$50.00 per month, September 15, 1940.

Leave of Absence

Frances Henry, Instructress in School of Nursing, effective September 22, 1940 to September 1, 1941, salary \$100.00 per month.

General Patterson presented the following resignations, promotions, leaves of absence, and appointments in the School of Medicine at Oklahoma City:

Resignation

Robert H. Akin, Associate in Urology, September 1, 1940.

Promotions

Thomas Claude Lowry, Associate Professor of Medicine to Professor of Clinical Medicine, September 1, 1940.
 John Walker Morledge, Associate in Medicine to Associate Professor of Medicine.

Leaves of Absence - The following is a list of members of the faculty who have been called for a year of duty with the National Guard, to date from October 1, 1940:

- Rex Bolend, Professor of Urology.
- Wayne Hull, Instructor in Clinical Pathology.
- W. Carl Lindstrom, Assistant in Obstetrics.
- Milam F. McKinney, Instructor in Medicine.
- Walter H. Miles, Instructor in Hygiene and Public Health.
- Nesbitt Miller, Associate in Medicine.
- Fenton A. Sanger, Lecturer in Surgery.
- T. L. Wainwright, Assistant in Surgery.

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Appointments

Richard M. Burke, Lecturer in Medicine, September 1, 1940.

Curtis Howard Epps, Instructor in Clinical Pathology,
September 1, 1940.

Hugh Malcolm Galbraith, Instructor in Neurology, August 1,
1940.

F. T. Seibert, Jr., Instructor in Clinical Pathology,
September 1, 1940.

John Ashby Cunningham, Assistant in Surgery, July 1, 1940.

Aileen Petway, Assistant in Anaesthesia, September 1, 1940.

Harvey Ollis Randal, Assistant in Ophthalmology, September
1, 1940.

Robert Irvine Trent, Assistant in Ophthalmology, September
1, 1940.

President Bizzell recommended approval of General Patterson's
recommendations.

General Patterson submitted the recommendation of Dr. Rex Bolend,
Professor of Urology, that Dr. J. M. Taylor, the son of Dr. Horace Taylor,
be appointed Assistant in the Department of Urology.

It was the sense of the Board that no exception be made in the
regulation which provides that only one member of a family be employed,
and the recommendation was not approved.

General Patterson reported that Harrell Chandler Dodson would
complete his medical course in June of '41, and that he had applied
for an internship in the University Hospital, that Mr. Dodson's wife
now holds the position of Dental Hygienist, and requested the opinion
of the Board as to whether Mr. Dodson's appointment would be in violation
of the regulation concerning the appointment of two members of the same
family.

It was the sense of the Board that the appointment of Mr.
Dodson would not be a violation of the stated policy, since the regulation
did not apply to students and in this case Mr. Dodson was pursuing a part
of the regular medical course, and that Mrs. Dodson need not give up her
position as Dental Hygienist.

General Patterson reported that the present arrangement with
reference to the position of Director of Laboratories, hold by Dr. Hugh
Jeter on a part time basis, is unsatisfactory and that it is imperative
that a full time Director be employed at the earliest possible date.
He stated a salary of \$6,000.00 would need to be provided to secure the
type of man qualified to do this work. In the meantime, General Patterson
asked authority to employ an Assistant Director on a full time basis at
\$250.00 per month, stating that funds were available at the present time
for such an appointment.

He stated further that he had had a conference with Dr. Jeter asking that he give more time to the Laboratory than he has been devoting in the past, and that Dr. Jeter had agreed to do so.

It was the sense of the Board that General Patterson offer the position of full time Director at a salary of \$6,000.00, to Dr. Jeter, with the understanding that if he did not accept General Patterson be authorized to investigate other available men for this position.

A motion was made by Regent Looney, seconded by Regent Chambers, that pending the employment of a full time Director, the present program be continued; that an Assistant Director be employed at \$250.00, and that when the full time Director is employed, the Assistant Director will not be needed.

The motion was unanimously carried.

General Patterson stated that he would like to make a change in the Superintendent of Nurses, stating that while Miss Edythe Triplett had been in this position for a number of years, she was lacking in aggressiveness and administrative qualities essential to successful performance of the duties imposed upon the individual holding the position of Superintendent of Nurses and Director of the Training School. He asked permission to make inquiry concerning such an individual, stating that he would report his findings at a later date.

It was the sense of the Board that General Patterson be authorized to make a change in this position, if, and when, he found a suitable successor to Miss Triplett.

General Patterson discussed a communication from Dr. William D. Cutter, Secretary of the Council on Medical Education and Hospitals of the American Medical Association, which was written following an inspection of the Medical School and its teaching hospitals, held April 1, 1940; a copy of this communication having been sent to each member of the Board of Regents.

On motion by Regent Chambers, it was voted that a copy of this letter from Dr. Cutter be presented to the Chairman of the Committee on Appropriations in the House, and the Chairman of the Committee on Appropriations in the Senate, and also to the Budget Officer, when the legislature meets.

General Patterson said he had no other matters to bring before the Board, and retired from the meeting at 5:00 o'clock p.m.

President Bizzell reported that it would be necessary to request the same transfer of funds from Account #652-41, Heat, Light and Power, to Account #651-41, Maintenance, in the amount of \$6,000.00, as was requested in 1940.

He explained that the legislative appropriation for the operation of the Power Plant was made in the amount of \$24,200.00. The estimate of requirements for the Power Plant included the payment of fuel, utility

bills, lubricating oil, ordinary repairs, and maintenance of Power Plant. The State Budget Officer has ruled that only utility bills may be paid from this appropriation, the balance of the expense to be paid from the Maintenance fund.

President Bizzell stated that the matter had been discussed with the Budget Officer, and that he understood all the details and was agreeable to such a transfer upon request by the Board.

Upon motion by Regent Looney, seconded by Regent Wimberly, the following resolution was adopted unanimously:

RESOLUTION

RESOLVED, by the Board in regular session, that the Board of Regents of the University of Oklahoma, approve the following transfer of funds:

TRANSFER \$6,000.00 from Account 652-41, Heat, Light and Power, to Account 651-41, Maintenance at the

UNIVERSITY OF OKLAHOMA, NORMAN, OKLAHOMA,

That this recommendation is made in accordance with the provisions of House Bill No. 411, reading in part as follows:

"Provided, that upon the request of the head of any State institution, a surplus in any item in this appropriation Act may be transferred to any other item in the same institution upon recommendation of the Board or Commission having control of such institution and with the approval of the Governor."

There was a discussion concerning the Athletic Department, more particularly the amount of bond for William J. Cross, Business Manager of Athletics. It was the sense of the Board that since Mr. Cross handles large sums of money at certain seasons, his bond which at the present time is \$5,000.00, be increased. President Bizzell was instructed to make an investigation and make a recommendation for a larger bond for Mr. Cross.

There was also a discussion concerning the checks given by the Athletic Department requiring only the signature of Mr. Cross. The President of the Board reported that for sometime these checks have been cosigned by Tom Stidham, Director of Athletics but without formal approval by the Board of Regents.

The motion was made, seconded, and carried that in the future all checks by the Athletic Department be cosigned by the Director of Athletics.

There was a discussion concerning the date for the next meeting of the Board, it being the sense of the Board that this meeting be adjourned to meet at the call of the President, but that unless the meeting is called for some special purpose, the next meeting be held on the first Monday in November, November 4.



Emil R. Kraettli, Secretary.