

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, January 6, 1941, at 11:00 o'clock a.m., in the office of the President of the University.

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

Joe Brandt, President-Elect who had been invited by the Board to attend the meeting, was present.

The minutes of the meeting held on Monday, December 2, 1940, were approved, each member having been furnished a copy previously.

President Bizzell made the following report on the plans for the Semicentennial celebration:

To the President and Members of the Board of Regents:

The time has come when we should begin definite planning for the Semicentennial. A good deal of preliminary work has already been done and several informal conferences have been held here at the University for the purpose of discussing the appropriate time and the nature of the program for the occasion.

Dr. Roy Gittinger, Dean of Administration, has been assigned the task of writing the history of the University in cooperation with Dr. E. E. Dale, Dr. M. L. Wardell, and others. Dr. Gittinger has already made a substantial start on this undertaking and no doubt he will have this history ready in ample time for the formal exercises.

As you know, the University will enter upon its fiftieth year next September; however, the University did not begin its first session until the fall of 1892. It seems, therefore, appropriate to hold the formal exercises early in October of 1942. But if we are to make a success of this occasion, we should begin definite planning very early as three things are contemplated.

In the first place, we hope to set up the Oklahoma Foundation for the purpose of raising funds for various purposes. It is our hope to be able to announce at the formal Semicentennial exercises the donations of rather large sums from private sources for the benefit of the University.

In the second place, it is contemplated that several Semicentennial publications will be issued during next year. These books should relate in one way or another to Oklahoma, and plans should be started very early to get these books written.

In the third place, it is contemplated that the formal exercises in 1942 shall be rather pretentious. If we secure the type of speakers desired, it will be necessary to engage them rather early.

It seems to me that the first thing to be done is to set up a small Executive Committee to guide and direct the whole enterprise. This committee should be representative of all the interests of the University and I suggest the following:

- *One member of the Board of Regents
- The President of the University
- A member of the Executive Board of the Alumni Association
- Two members of the Faculty of the University.

This Executive Committee should be charged with the selection of the following committees:

- A Program Committee
- A Publication Committee
- A Publicity Committee
- An Entertainment Committee, and such other committees as may seem desirable.

If this plan seems feasible, I request the Board to approve it and designate a member of the Board of Regents to act as a member of the Executive Committee as recommended above.

Following a discussion of the Semicentennial program, it was the sense of the Board that the general plan as outlined, be approved.

President Bizzell stated he had asked Dr. Homer L. Dodge, Dean of the Graduate School to make a report on the University of Oklahoma Research Institute which was discussed by the Board and approved at the meeting in June, 1940.

Regent Noble stated that Dr. Dodge had discussed the matter with him and made a general statement concerning the institute as he understood its purposes and operations. Following this, Dean Dodge made remarks supplementing the report of Regent Noble, stating that he had visited in the last two and a half weeks, several institutions where research institutes have been in operation for sometime. He provided each member of the Board with a tentative draft of the Articles of Incorporation and By-Laws.

There was a discussion concerning this document following which Regent Noble suggested that it be studied very carefully by a committee of the Board.

The Board recessed for lunch with the Rotary Club at the Student Union Building at 12:00 noon, and reconvened at 2:00 p.m.

*The Chair appointed Regent Chambers to represent the Board of Regents on the Executive Committee.

Discussion was continued on the Oklahoma Research Institute, following which Regent Rogers moved, the motion being duly seconded and carried, that, "The Board of Regents hereby reaffirms its previous action establishing the University of Oklahoma Research Institute, as a separate corporation, and tentatively approved the draft of the Articles of Incorporation and the By-Laws."

The Chair appointed the following on the special committee to study the Articles of Incorporation and By-Laws: Regents McBride, Chambers, and Rogers.

President Bizzell discussed the report of the Co-ordinating Board adopted at the recent meeting, and submitted to the Governor.

Regent Rogers also a member of the Co-ordinating Board discussed certain phases of the report.

Several members of the Board expressed a desire to have copies of the report, and President Bizzell stated he would attempt to secure same from President H. G. Bennett, Secretary.

Regent McBride asked that he be excused at 4:00 p.m.

President Bizzell submitted the recommendations of Tom Stidham for the appointment of the following coaches for the year beginning January 1, 1941, at the salary specified in each case.

	<u>Present Salary</u>	<u>Recommended Salary</u>
R. H. Erskine	\$3,600.00	\$3,600.00
Stanley Williamson	3,600.00	3,600.00
Dale Arbuckle	2,750.00	2,900.00
Pete Smith	1,800.00	2,000.00

Following a discussion on this recommendation, it was voted to reappoint the coaches at their present salaries.

The Chair called attention to the fact that he had not appointed the committees authorized at the last meeting, and announced appointments as follows:

Committee on Athletics: Regents Hopper, Rogers, and McBride.

Committee on Faculty and Instruction: Regents Rogers, Wimberly, and Looney.

Committee on the School of Medicine and Hospitals, Oklahoma City, and Infirmary at Norman: Regents, Chambers, Hopper, and Wimberly.

Committee on Extra-Curricular Activities: Chambers, Looney, and McBride.

The Chair is ex-officio a member of each committee.

President Bizzell stated that several members of the faculty, particularly in engineering, were being called for active service in various branches of the Army and Navy. He read a letter from Dean Carson of the College of Engineering, setting forth the situation in that College.

He reported that C. N. Paxton, Associate Professor of Mechanical Engineering, had already been called to active duty in the Aviation Service of the Navy, effective January 1, 1941, and recommended that he be granted leave of absence.

The recommendation was approved.

The letter stated also that D. O. Nichols, Jr., Instructor in Mechanical Engineering, had received orders to report on or about, January 14, 1941.

C. T. Almquist, Associate Professor of Electrical Engineering, had been ordered to report for physical examination, preparatory to calling him into service.

Other members of the faculty momentarily expecting to be called:

Major E. R. Page, Professor of Electrical Engineering
 Captain Ansel P. Challenmer, Instructor in Electrical
 Engineering
 Lieutenant Harold K. Bone, Instructor in Engineer-
 ing Drawing

He stated also other members of the faculty were being contacted by commercial concerns, at amounts considerably above their present salaries.

He stated that N. E. Wolfrad, Associate Professor of Civil Engineering, had accepted employment with the Benham Engineering Company, the contractor for the construction of the military camp at Alexandria, Louisiana, and that Professor Wolfard had requested a leave of absence effective January 1, 1941.

There was a discussion concerning the granting of leaves of absence and it was voted to grant leave of absence to members of the faculty called for service by the government but that leave of absence would not be granted to members of the faculty accepting employment with private or commercial concerns.

The leave of absence for Professor Wolfard was not approved and President Bizzell was instructed to notify Professor Wolfard to return to his position or submit his resignation.

With reference to other impending vacancies, the President and Dean Carson were instructed to fill vacancies, all appointments to be submitted to the Board for approval. On the question of salary adjustments to meet competition, it is the sense of the Board that no commitments or adjustments be made without approval of the Board of Regents in advance.

President Bizzell submitted the following resignations on the date indicated in each case:

Maxine Shoemate, Stenographer in the office of the Dean of Administration, December 1, 1940.

Evelyn E. Coryell, Stenographer in the Office of the Dean of Administration, December 1, 1940.

Albert William Ramsey, Engineering Draftsman, November 23, 1940.

Ordered filed.

Recommended that Ethelyn McElwee, Record Clerk in the University Infirmary be granted leave of absence without pay from January 1, 1941, to October 15, 1941, in order to receive special training at the school for medical record librarians at the Massachusetts General Hospital in Boston.

Approved.

President Bizzell stated Dr. Fowler had recommended the appointment of Martha Butcher Skelton, in place of Miss McElwee. He explained that she is the wife of Alan G. Skelton, Librarian in the School of Geology, that she had assisted Miss McElwee and was somewhat familiar with the work and was also a graduate of the Library Science School. He stated that Dr. Fowler recognized the desirability of the policy not to employ two members of the same family and if in this case there was objection, he would attempt to find someone else but asked that Mrs. Skelton be temporarily employed.

A motion was made, seconded and carried, that Mrs. Skelton be employed not to exceed one month, or until February 1, 1941.

President Bizzell submitted the following appointments:

Gladys LaFon, Special Instructor in Mathematics, \$225.00 per month, from February 1 to June 1, 1941.

Joe Elam, Specialist on Maintenance work in the College of Engineering, \$35.00 per week, effective December 2, 1940.

Thelma Butts, Secretary to the Dean of Administration, \$100.00 per month, effective January 6, 1941.

Ruth Irby, Technician in the Department of Zoology, \$83.33 per month, effective February 1, 1941.

Appointments approved.

President Bizzell recommended that the salary of Lois Peyton, Secretary of Admissions in the Office of the Dean of Administration, be fixed at the rate of \$125.00 per month, effective January 1, 1941.

Approved.

President Bizzell recommended that the University be authorized to grant scholarships to the winners in the contests conducted by the Oklahoma Federated Music Clubs, that these scholarships be limited to the branch (Girls' voice, Boys' voice, piano, and violin) in which the

individual is awarded first place, and that they be limited to one semester with the provision that they may be extended another semester upon the recommendation of the Dean of the College of Fine Arts.

The Maximum number of scholarships in any one year would be four at \$40.00 per semester each, which is the amount of tuition fees in each branch of music.

Approved.

President Bizzell recommended that the College of Fine Arts be authorized to offer the degree of Bachelor of Fine Arts in Radio Drama. No new courses are involved but it does provide a curriculum especially set up to meet requirements for the degree.

Approved.

President Bizzell submitted recommendations of General Patterson representing changes in personnel in the University and Crippled Children's Hospitals, as follows:

Resignations

Ruth Haskell, X-Ray Technician, November 16, 1940.
 Lois Taylor, Social Service Stenographer, October 31, 1940.
 Goldia Hermanstoffer Shaeffer, Assistant Superintendent of
 Nurses in the Crippled Children's Hospital, October 31, 1940.
 William Richard Smart, Senior Intern, October 31, 1940.
 (Called to duty in U. S. Navy).

Appointments

Mary Lucille Asling, Laboratory Technician, \$90.00 per month,
 November 1, 1940.
 Mary F. Thweatt, Assistant Superintendent of Nurses in the
 Crippled Children's Hospital, \$125.00 per month,
 November 11, 1940.
 Marguerite Heinz, Nurse Supervisor, Pediatric Ward, \$110.00
 per month, November 11, 1940.
 Wallace Slodek, Bracemaker, \$100.00 per month, November 7, 1940.

Salary Increase

Madora Harris, salary increased from \$90.00 to \$100.00 per month,
 November 1, 1940.

Transfer

Virginia Smith, transferred from part time to full time and
 salary increased from \$50.00 to \$75.00 per month.

Leave of Absence

Howard B. Shorbe, Instructor in Orthopaedic Surgery, be granted
 a leave of absence without pay from January 3, 1941. Dr.
 Shorbe has been ordered to active duty as an officer of
 the Medical Reserve Corps of the Army.

Approved.

There being no further business, the meeting was adjourned at 5:30.

Emil R. Kraettli
 Emil R. Kraettli, Secretary.