

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The Board of Regents of the University of Oklahoma met at 10:00 a.m. on Monday, September 8, 1941, in the office of the President of the University at Norman.

The following were present: Joe Looney, President of the Board, presiding; Regents Noble, Craig, and McBride. Regent Chambers was present for the afternoon session which convened at 1:30 p.m.

The minutes of the meeting held on July 1 and 2 were approved with the exception that Regent Noble asked he be recorded as voting "No" on the motion to approve the budget (P. 1032). The minutes show that "all members voted Aye".

The minutes of the meeting held on July 26 were approved with the exception of item Nos. 1 and 2, p. 1034 recommending the appointment of Miss Jane Rockwell as assistant in the library of journalism; and the item of \$200.00 for a laboratory assistant for Mr. John Casey. These items were not approved at the July 26 meeting.

The secretary was instructed to make corrections accordingly.

President Brandt stated that he, Mrs. Brandt, and son, Teddy arrived in Norman early in August.

He reported that Boys' State, sponsored by the American Legion; and Girls' State, sponsored by the Legion Auxiliary, were held during the month of August, and that both sessions were very successful and worthwhile.

Mr. Brandt stated he had appointed a committee with representatives from the various schools and colleges to consider "readmissions". That he had found that students failing in the work in one school or college were admitted to another school or college within the University, and that it was the function of this "University Committee on Readmissions" to consider petitions for the University as a whole, and to make recommendations accordingly.

That he had had a conference with representatives of the men's and women's fraternities concerning their status on the campus, and requested their cooperation. That the response from these organizations was satisfactory. He had notified the presidents that any chapter which continued observing the rule of permitting only fraternity dating would have its charter withdrawn by the University. He stated that he would have another conference with these organizations later.

Mr. Brandt stated he had had a conference with representatives of the organization of teachers in the state interested in the program of Teacher Retirement and Pensions. He stated that this question would be on the ballot at the general election next November, and that in his opinion it is a very important and vital matter. He stated he had agreed to take the leadership of a study in this program.

President Brandt requested that the Board outline a clear statement of policy as to the functions of the President and the functions of the Board, and that he would like to have a frank discussion of the matter. The Chair stated it was not the purpose of the Board to infringe on the administrative

duties of the President but that there was a "twilight zone" in which matters would fall, but that in such instances there would be free discussions and that he did not anticipate any difficulties since the Board and the President would be working in the interests of the University.

In the absence of Dr. Chambers, who was designated to investigate the possibility of moving the 101 Ranch House to the campus, the President reported that he assumed the matter was closed, because the house is a concrete structure and that it would be impossible to move it from its present location. Also that the Ponca City Chamber of Commerce and interested citizens were making a campaign to retain the house as an historical monument, and that in so doing the purpose had been accomplished.

On motion by Regent Noble, it was voted that "Dr. Chambers be commended for his work in connection with the 101 Ranch House".

President Brandt recommended the appointment of Mrs. Billie Gary McKeever as secretary in the School of Journalism, effective September 8, 1941, at a salary of \$600.00 for the school year. He explained that this position was the one recommended at the previous meeting and at that time Miss Jane Rockwell was named, but that the appointment was not approved. He stated there were sufficient funds in the journalism budget. Following a discussion the appointment was approved.

President Brandt recommended that \$200.00 be approved for a laboratory assistant for Mr. Casey in the School of Journalism. The recommendation was approved.

President Brandt recommended leaves of absence for the following:

Leonard Logan, Professor of Sociology, without pay, for the school year of 1941-42, in order to serve as Assistant to the Regional Coordinator of the health, welfare, education, and related activities in the Federal Security Agency in the National Defense program at the request of Ed McDonald, Regional Coordinator. President Brandt read a telegram from Mr. McDonald requesting the release of Dr. Logan.

Following a discussion Regent Craig moved, seconded by Regent McBride, that the leave of absence of Leonard Logan be granted. Motion carried.

Maurice Halperin, Associate Professor of Romance Languages, half salary for the school year of 1941-42, \$1,165.50. Mr. Halperin has been selected by the Government of Haiti through the Department of State, Washington, D. C., as an Exchange Professor under the Convention for the promotion of Inter-American Cultural Relations for the academic year of 1941-42.

The circumstances discussed at the previous meetings were reviewed, following which a motion was made, seconded, and carried that Maurice Halperin be granted leave of absence for one year, effective August 23, 1941; that he be given half-pay - \$1,165.50, for the fiscal year of 1941-42.

The Chair made the following statement, the other members of the Board concurring: "Though Mr. Halperin is an able linguist, it is our opinion that his usefulness to the University has ended."

A motion was made, seconded, and carried, that Maurice Halperin be notified by the President of the University that his services as Associate Professor of Romance Languages at the University of Oklahoma, be terminated at the end of the fiscal year, June 30, 1942.

F. F. Gaither, Assistant Professor of Secondary Education and Director of Teacher Education, half salary for the school year of 1941-42, \$1,200.00. Mr. Gaither has been awarded a fellowship at Stanford University and has been requested by that institution to continue his work toward the doctorate during the next school year. Mr. Gaither has been on the faculty here for eighteen years.

A motion was made, seconded, and carried that the leave of absence be granted under the regulations governing Sabbatical leaves.

C. Guy Brown, Assistant Professor of Commercial Education, leave of absence without pay for the duration of Army service. Approved.

Q. M. Spradling, Assistant Auditor, leave of absence without pay for the duration of Army service. Approved.

Marjorie Stafford, Head of the Order Department in the University Library, leave of absence without pay from October 1, 1941, to July 1, 1942; Miss Stafford expects to go to a library school for further study in library methods. Approved.

President Brandt read a letter from Dean Collings concerning Henry D. Rinsland, Professor of Education, who was on leave of absence during the school year of 1940-41 as an officer in the Army stationed in Washington. The letter stated that Mr. Rinsland had been requested to serve another year and was asking for leave of absence for the school year of 1941-42. Following a discussion of this situation it was voted to grant the leave of absence to Mr. Rinsland.

President Brandt submitted the following appointments:

New Appointments

- R. D. Cool, Assistant Professor of Chemistry, September 1, 1941, salary at the rate of \$2,100.00 per annum.
- Herbert G. Allphin, Instructor in Physical Education for Men, September 1, 1941, \$1,800.00.
- Howard Larsh, Instructor in Botany and Bacteriology, September 1, 1941, \$1,800.00.
- Samuel Silver, Instructor in Physics, September 1, 1941, \$1,800.00.
- Margaret M. Burnham, Secretary, Graduate School Office and Research Institute Office, August 1, 1941, \$80.00 per month.
- Evelyn Coleman, Secretary, Bureau of Business Research, August 25, 1941, \$80.00 per month.

Replacement Appointments

- J. S. Walton, Professor of Chemical Engineering, September 1, 1941, \$3,400.00, to replace J. W. Donnell, resigned. Mr. Donnell's salary was \$3,800.00.

Replacement Appointments cont.

- Merl D. Creech, Assistant Professor of Mechanics, September 1, 1941, \$2,400.00, to replace A. M. Lukens, resigned. Mr. Lukens's salary was \$2,502.00.
- Vernon A. Musselman, Assistant Professor of Commercial Education, September 1, 1941, \$2,160.00, substituting for C. Guy Brown who is on leave of absence in Army service. Mr. Brown's regular salary is \$2,160.00.
- Pierre Delattre, Assistant Professor of French, September 1, 1941, \$2,300.00, to replace Maurice Halperin who is recommended for a leave of absence.
- J. Bruce Wiley, Special Instructor in Electrical Engineering, September 8, 1941, \$225.00 per month, replacing Carl T. Almquist who is on leave of absence in Army service. Mr. Almquist's regular salary is \$2,988.00 or \$332.00 per month.
- John J. Heimerich, Instructor in Engineering Drawing, September 1, 1941, \$2,000.00, to replace Frank C. Morris who is on leave of absence in Navy service. Mr. Morris's regular salary is \$2,331.00.
- Claude Harris, Special Instructor in Secondary Education, September 1, 1941, \$1,200.00, substituting for F. F. Gaither who will be on sabbatical leave of absence at \$1,200.00. Mr. Gaither's regular salary is \$2,400.00.
- Henry S. Robinson, Instructor in Classical Languages and Literature, September 1, 1941, \$1,800.00. O. W. Reinmuth, Professor of Classical Languages, resigned on September 1, 1941. His regular salary was \$3,400.00.
- Marion F. Robinson, Instructor in Physical Education for Women, September 1, 1941, \$1,800.00, replacing Ellen D. Kelly, resigned. Miss Kelly's salary was \$1,899.00.
- Helene Priester, Instructor in Home Economics, September 1, 1941, \$1,800.00, replacing Annice A. Barnes, resigned. Mrs. Barnes's salary was \$1,845.00.
- Alma Gaardsmoe, Director of the Residential Halls, September 1, 1941, \$100.00 per month plus maintenance, replacing Agnes Nohrnberg, resigned August 7, 1941. Miss Nohrnberg's salary was \$100.00 per month plus maintenance.
- Lawrence Vernon Scott, Research Assistant in Botany and Bacteriology, August 1, 1941, \$50.00 per month, replacing Tillman Johnson who was called for Army service. Mr. Johnson's salary was \$50.00 per month.
- Ruby Lee, Stenographer in the Office of the Counselor of Women, September 15, 1941, \$75.00 per month, replacing Vernice Lochner, resigned. Mrs. Lochner's salary was \$75.00 per month.

Appointments approved.

The Board recessed for lunch with the Rotary Club in the Oklahoma Memorial Union at 12:30 p.m. and reconvened at 1:30 p.m. Regent Claude Chambers, absent during the morning session, was present during the afternoon.

The Board met in executive session. Following the executive session the Chair reported that it had been voted to fix the item for "Maintenance of President's Home" at \$2,200.00 as heretofore for the fiscal year of 1941-42 payable monthly beginning August 1, 1941.

Dr. Chambers made a report on the 101 Ranch House confirming the report made earlier in the meeting by President Brandt. The secretary read the motion commending Dr. Chambers for his services.

President Brandt discussed with the Board the location of the N.Y.A. dormitories. By action of the Board at the meeting on July 1, these dormitories were located on the corner of Jenkins and Lindsey streets. After the luncheon the Board inspected the plot of ground east of the east section of the stadium as a possible location; and following a discussion, Regent Noble moved that the previous action locating the dormitories on the corner of Jenkins and Lindsey be rescinded and that the President of the University and Mr. Kraft, Superintendent of the University Utilities, be directed to locate the dormitories on the ground west of the radio tower and east of the east section of the stadium. Motion carried.

President Brandt reported that the Mathematics Department was in serious difficulty on account of the fact that of seven graduate assistants appointed for teaching work earlier during the summer four had submitted their resignations and that it had been impossible to secure substitutes. He recommended that Mrs. Earl LaFon, the wife of Earl LaFon, Assistant Professor of Mathematics, be employed for the first semester only at a total salary of \$500.00.

It was voted to approve the appointment of Mrs. LaFon as an emergency item. Regent McBride requested that he be recorded as voting "No" on the recommendation. Regents Noble, Chambers, Craig, and Looney voted "Aye". Motion carried.

President Brandt submitted the following resignations:

There was a discussion concerning the resignation of E. E. Ambrosius which was submitted August 30, 1941, and the following action was taken in his case: "E. E. Ambrosius stands reprimanded for moving his furniture on August 1, 1941, and for not submitting his resignation until August 30 in view of the fact that the standing rule of the University is 'that resignations by members of the faculty who are scheduled to teach during the following year will not be accepted later than August 1' and that the President of the University of Kansas where Mr. Ambrosius has accepted an appointment be so notified."

On the resignation of Miss Nohrnberg, President Brandt called attention to a letter from Miss Nohrnberg in which she claims salary for the month of August in lieu of vacation to which she feels she is entitled. It was the sense of the Board that Miss Nohrnberg be paid for seven days in August since she submitted her resignation on August 7. The Board accepted her resignation as of that date and authorized that her salary be paid accordingly.

Resignations

J. W. Donnell, Professor of Chemical Engineering, September 1, 1941.
 A. M. Lukens, Associate Professor of Mechanics, September 1, 1941.
 Ellen D. Kelly, Instructor in Physical Education for Women, September 1, 1941.
 Vernice Lochner, Stenographer in the Office of the Counselor of Women, September 1, 1941.
 Tillman J. Johnson, Research Assistant, Department of Botany and Bacteriology, August 1, 1941.
 Henry Goins, Janitor, August 1, 1941. (Services discontinued because of illness.)
 A. J. McIntire, Night Officer, August 1, 1941.
 R. L. Shelton, Janitor, August 31, 1941.

Resignations accepted.

President Brandt discussed with the Board adjustments in salaries for various members of the faculty which had been recommended by the respective deans. He stated he had not had an opportunity to study personally the merits of these recommendations and that in the future he expected to go into the question of salary adjustments and promotions and establish proper machinery for determining them.

Following a discussion it was the sense of the Board that the recommendations be withdrawn, this action being agreeable with President Brandt.

President Brandt recommended that H. H. Leake, Director of Production for WNAD, be placed on the salary schedule at an annual rate of \$2,000.00 effective October 1 for the fiscal year beginning July 1, 1941. The recommendation was approved.

President Brandt called attention to the salary of John G. Hervey who was elected Dean of the School of Law on June 9, 1941, at an annual salary of \$6,000.00 on a twelve months basis, effective July 1, 1941. The University budget that was adopted at the meeting on July 2 carries an item of \$5,000.00 since Mr. Hervey did not expect to report for service until September 1. He recommended that the full salary of \$6,000.00 be paid Mr. Hervey for the current fiscal year. The recommendation was approved.

President Brandt recommended that Fayette Copeland, Counselor of Men, be given the rank of Professor, effective September 1, 1941. Recommendation approved.

Recommended that Savoie Lottinville, Director of the University Press and Editor of University Publications, be given the rank of Professor, effective July 1, 1941. Recommendation approved.

Recommended that Will Ransom, Art Editor of the University Press, be given the rank of Associate Professor, effective July 1, 1941. The recommendation was approved with the distinct agreement and understanding that Mr. Ransom is not to be appointed on tenure and that he is never to be entitled to any benefits under the retirement plan by reason of his age at the time of employment.

President Brandt discussed with the Board the desirability of discontinuing the title of "department head" in the various departments of the University and the appointment of "chairmen" for terms of three years preferably not to succeed themselves. "It is not my thought that this will affect either the salary or the tenure of the individual." He recommended that those holding the positions of "heads of departments" at the present time be renamed for one year as "department chairmen"; beginning next year, the new plan to be put into effect.

The motion was made, seconded, and carried that the President's recommendation be approved.

President Brandt discussed also the desirability of limiting the tenure in the position of "dean". Following a discussion of the matter, he recommended that all deans with the exception of John G. Hervey, newly appointed Dean of the Law School, be renamed for a term of one year; but that John G. Hervey serve as dean for a five year term, the plan being that when the period of the appointment of a dean expires the next appointment will be for a term not to exceed five years. He stated it was not contemplated that this would in any way disturb the tenure as a member of the faculty or that it would be regarded as a lack of confidence in the individual.

The motion was made, seconded, and carried that the President's recommendation with reference to the appointment of deans be approved.

President Brandt called attention to the matriculation ceremony to be held on Tuesday morning, September 23, and extended an invitation to the Board of Regents to be present at this ceremony which would take place in the Field House beginning at 8:30 in the morning. He stated that he had invited the State Regents for Higher Education and suggested that the Board of Regents and the State Regents meet together following the ceremony and discuss matters of mutual interest.

The motion was made, seconded, and carried that the Board accept the invitation to attend the Matriculation ceremonies; and that when this meeting is adjourned, the Board meet again at 10:30 a.m. on September 23, 1941.

President Brandt reported that the allocation for \$2,500.00 for furniture in the President's home had been practically exhausted due to the fact that the cost of the piano, venetian blinds, and light fixtures had been charged to the account; whereas, he understood that these items were not to be included. He stated the total of the three items is approximately \$1,100.00. It was voted to increase the amount by \$1,250.00 which would make a total of \$3,750.00.

There was a discussion concerning an application for P.W.A. assistance in connection with the Research Institute Building. The following resolution was proposed:

RESOLUTION

BE IT RESOLVED by the Board of Regents of the University of Oklahoma

Section 1. That Mr. Joseph A. Brandt, President of the University of Oklahoma, be, and he is hereby authorized to execute and file application for a Public Works Administration grant for the Research Institute Building project, for which the eighteenth legislature appropriated \$407,500.00.

Section 2. That Mr. Joseph A. Brandt, President of the University of Oklahoma, be, and he is hereby authorized and directed to furnish such information as the Government of the United States, through the Public Works Administration, may request in connection with the application authorized above.

A motion was made and seconded that the resolution be adopted. A vote was called for on the resolution, all members voting "Aye". The resolution was, therefore, declared adopted.

The following resolution was proposed:

RESOLUTION

BE IT RESOLVED by the Board of Regents of the University of Oklahoma, that the Oklahoma State Board of Public Affairs be asked to designate President Joseph A. Brandt as its agent for the filing of an application for a Public Works Administration grant for the Research Institute Building project on the campus of the University of Oklahoma, Norman.

A motion was made and seconded that the resolution be adopted. A vote was called for on the resolution, all members voting "Aye". The resolution was, therefore, declared adopted.

The following resolution was proposed:

RESOLUTION

WHEREAS, for the purpose of applying for P.W.A. funds to supplement the state appropriation for the Research Institute Building project, it is necessary that the total amount appropriated for the building be included in the application.

THEREFORE BE IT RESOLVED by the Board of Regents of the University of Oklahoma that the Oklahoma State Board of Regents for Higher Education is asked to adopt a resolution promising to allocate, in 1942, the sum of \$57,500.00 for the purpose of constructing and equipping the Research Institute Building to be erected on the University campus, Norman, from the funds appropriated to it by the eighteenth legislature.

A motion was made and seconded that the resolution be adopted. A vote was called for on the resolution, all members voting "Aye". The resolution was, therefore, declared adopted.

There was a discussion concerning the appointment of an architect on the Institute Building, and it was voted to continue the committee consisting of Regents Noble, Hopper, and Wimberly to make further investigation of this matter.

President Brandt discussed the airport and flying field situation stating that:

"September 8, 1941.

"Gentlemen:

"In the development of the Max Westheimer Flying Field, it was necessary to secure some additional land lying adjacent to the quarter section purchased for the University by Walter Neustadt of Ardmore. The City of Norman voted bonds for the purchase of this additional land and proposes to lease it to the University for ninety-nine years at a rental of \$1.00 per year. The land is in two tracts - one containing 80 acres, more or less; and the other 29.87 acres, more or less - described as follows:

"80 acres - 'The North 1320 feet of the Southwest Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) West of the Indian Meridian.'

"29.87 acres - 'Beginning at the Northwest Corner of the Northeast Quarter of Section Twenty-four (24) in Township Nine (9) North of Range Three (3) East of the Indian Meridian, said corner being marked by an iron pipe, thence East along the Section Line for a distance of 1325 feet; thence South for a distance of 860.2 feet; thence West for a distance of 820 feet; thence in a Southwesterly direction to a point in the West line of the said NE $\frac{1}{4}$ Section 24-9N-3W; thence North a distance of 1500 feet to a point of beginning.'

"I recommend that the Board of Regents of the University of Oklahoma enter into a contract with the City of Norman for a long term lease on the above described tracts in consideration of the payment of \$1.00 per year as rental for same, this land to be used exclusively as a flying field in connection with and as a part of the Max Westheimer Flying Field; and that the President of the University and the President and Secretary of the Board of Regents be authorized to sign this lease on behalf of the Board of Regents.

Respectfully submitted,

Joseph A. Brandt, President."

A motion was made and seconded that the Board of Regents enter into a contract with the City of Norman for a long time lease on the above described tracts as outlined by President Brandt and that the President of the University

and the President and Secretary of the Board of Regents be authorized to sign this lease on behalf of the Board of Regents. On the vote on the motion all members voted "Aye". The motion was declared carried. ✓

Mr. Dott, Director of the Oklahoma Geological Survey, requested the approval of the appointment of A. L. Burwell as Chemical Engineer at a salary of \$250.00 per month, effective September 15, 1941, or on the date he reports for service. The budget includes an item for such an appointment. On the recommendation of President Brandt this was approved.

Mr. Dott submitted, also, the following, the salaries to be paid from the special appropriation of \$3,300.00 made by the eighteenth legislature:

- J. L. Elder, Assistant Chemist, \$230.00 per month, effective October 1, 1941.
- G. W. Birge, Senior Scientific Aide, \$180.00 per month, beginning October 1, 1941.
- George Vandergrift, Junior Scientific Aide, \$105.00 per month, beginning September 1, 1941.

Motion was made, seconded, and carried that these appointments be approved with the definite understanding that they are not to continue on the pay roll of the survey or be an obligation against the state when the \$3,300.00 provided in the appropriation shall have been expended. The President of the University was instructed to notify the Director of the Survey accordingly.

President Brandt recommended a confirmation of a transfer of \$200.00 from Account No. 17g9, Replaced Equipment, to Account No. 17g10, New Equipment, for the Oklahoma Geological Survey. This transfer was approved by the President of the Board as an emergency item. The recommendation was approved.

The Chair called attention to the employment of Mr. C. C. Bush as acting Dean of Men stating that he had continued his work during the month of July under the impression that he was to serve until Mr. Copeland, the Counselor of Men, took over the duties of the office.

The Chair recommended that the payment of the salary to Mr. Bush in the amount of \$250.00 for the month of July be authorized. The recommendation on motion was approved.

President Brandt requested authorization to permit the Botany Department to purchase additional microscopes. He explained that the microscopes on hand were totally inadequate for the number of students enrolled and that very little such equipment had been purchased for a number of years. He stated that there were funds available in the maintenance budget for this purpose. The approximate cost of the microscopes is \$2,100.00. The expenditure was authorized by the vote of the Board.

The following changes in the Utilities Department were submitted, and on recommendation of President Brandt were approved:

Ed Hill, General Assistant in the Landscape Department, transferred to the Construction Department at \$120.00 per month, effective August 1, 1941, replacing Jim Hill, deceased. Jim Hill's salary was \$132.50.

John Franklin Tarbet Appointed General Assistant in the Landscape Department at \$80.00 per month, effective August 1, 1941, to replace Ed Hill who was transferred to the Construction Department. Ed Hill's salary was \$90.00 per month.

R. L. Shelton appointed Janitor at \$80.00 per month, effective August 1, 1941, replacing Henry Goins whose services have been temporarily discontinued because of illness. Mr. Goins's salary was \$90.00 per month. Mr. Shelton resigned August 31, 1941.

William Floyd Duty, Janitor, September 1, 1941, at \$80.00 per month.

L. L. Adams, salary increased at the rate of \$60.00 per month, effective August 1, 1941, to offset the use of a state owned car with maintenance. Mr. Adams's salary was fixed at \$1,620.00 or \$135.00 per month. His salary on this basis will be at the rate of \$195.00 per month.

C. L. Wilkerson, the son of W. L. Wilkerson, carpenter, was recommended for appointment at \$90.00 per month as night watchman replacing A. J. McIntire resigned. It was the sense of the Board that Mr. Wilkerson be approved for appointment but not beyond the first of October, 1941, it being contrary to the policy of the Board to employ two members of the same family. The Board is conscious of the fact that there are violations of this policy but proposes to eliminate dual family employments at the earliest possible date.

On the recommendation of Mr. Rader, Librarian, President Brandt submitted for approval the following appointments in the Library, the salaries in each case to be as specified and to become effective on the date indicated:

Ima Venable, Secretary and Instructor in Library Science (present salary, \$1,500.00), be transferred to the Order Department, effective October 1, 1941, and that her salary be fixed on the basis of \$1,800.00 or \$150.00 per month until otherwise ordered.

Lucy Trosper, Head of the Circulation Department (present salary, \$1,200.00), be transferred to the position of Secretary at a salary of \$1,500.00 or \$125.00 per month, effective October 1, 1941, and until otherwise ordered.

Wyona Smith, who has served as Library Assistant in the Circulation Department during the last four years, be placed in charge of the Department at a salary of \$100.00 per month, effective October 1, 1941, and until otherwise ordered.

It was voted to approve the transfer of Ima Venable and that her salary remain at the rate of \$1,500.00, effective October 1, 1941.

It was voted to approve the transfer of Lucy Trosper and her salary was fixed at the rate of \$1,320.00 per year, effective October 1, 1941.

It was voted to approve the appointment of Wyona Smith who has served as Library Assistant in the Circulation Department on a part time basis and that she be placed in charge of the Circulation Department on a full time basis at a salary of \$100.00 per month, effective August 1, 1941.

OK 1

On the recommendation of Jim Mayfield, Manager of the University Book Exchange, the President recommended that the salaries of S. B. Hackett, Bookkeeper in the University Book Exchange, be restored to \$110.00 per month, the salary paid him heretofore, effective July 1, 1941. Mr. Hackett's salary was reduced recently to \$90.00 per month on account of poor health, and Mr. Mayfield feels that he is entitled to the salary of \$110.00 per month at this time. Approved.

Recommended that the salary of Joy Saxon, Assistant in the University Book Exchange, be increased from \$90.00 per month to \$110.00 per month, effective July 1, 1941. The recommendation was approved.

President Brandt reported that he had just received a letter from Mr. Owen with the following recommendations:

First. To accept the resignation of Allen Berry, Green Keeper, on September 1, 1941. The resignation was accepted.

Second. To promote Jack Patton, Assistant Green Keeper, to Green Keeper at a salary of \$100.00 per month, effective September 1, 1941. Approved.

Third. To promote Bill Deskin, who has been working on the hourly basis on the golf greens to Assistant Green Keeper at a salary of \$83.33 per month, effective September 1, 1941. Approved.

President Brandt submitted a letter from Dean W. H. Carson stating that Pauline Bake appointed as Secretary in the Dean's Office, effective September 1, 1941, had declined to accept and recommended the transfer of Mary Beale Ray who had been working on an hourly basis in the C.P.T. Office to the position of Stenographer in the Dean's Office at a salary of \$80.00 per month, effective September 1, 1941. The recommendation was approved.

President Brandt recommended that Senor Alberto Banos and Senorita Aida Golcher from Costa Rica be given scholarships while attending the University of Oklahoma in the School of Library Science. Negotiations for these students to attend the University of Oklahoma have been made through the Honorable Luis Demetrio Tinoco-Castro, the Minister of Education. "I feel that this is a fine gesture of cooperation with our neighboring country." The recommendation was approved.

President Brandt read the letter from Jap Haskell concerning the broadcasting of the football games on the fall schedule recommending the following schedule of charges:

To any network station (7 stations) to carry all games \$15.00
per game per station.


For a single broadcasting station to carry all games \$25.00
per game.

For the privilege of selecting certain outstanding games \$100.00
per game.

Following a discussion of the matter, it was voted to approve this schedule of charges with the understanding that this would cover only the regular games and not to include a post season game if one is scheduled at a later date.

President Brandt read a letter from Fred Jones, District Coordinator from the Office of Production Management (O.P.M.) concerning Dean Carson's service as Manager of the Oklahoma Office. Dean Carson has been on leave of absence during June, July, and August and has returned to his position as Dean of the College of Engineering. Mr. Jones, District Coordinator, requests that Dean Carson be permitted to continue as a consultant on an honorarium basis when specialized cases arise, also to be used as a speaker at the defense clinics to be held in various state cities during the winter months. It is not contemplated that he would be called upon more than four days during any one month at times when his University schedule would permit. President Brandt recommended approval of this arrangement, and it was voted to approve the recommendation.

There being no further business the meeting was adjourned at 6:00 p.m.


Emil R. Kraettli, Secretary.