

THE BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The January meeting of the Board of Regents of the University of Oklahoma was held on Wednesday, January 14, 1942, in the Office of the President at 10:00 a.m.

The following members were present: Regent Looney, President of the Board, presiding; Regents McBride, Wimberly, Hopper, Noble, Craig, and Chambers.

The minutes of the meeting held on Wednesday, December 10, 1941, were approved, each member having been furnished a copy previously.

President Brandt stated he had investigated concerning the condition of the Public Building Fund and that he had been informed by Mr. Cox and Mr. Bell of the State Board of Public Affairs that funds were now available for the construction of the Research Institute Building. He stated that it is unlikely funds to supplement the appropriation may be expected from P.W.A. He recommended that the Board of Regents request the Board of Affairs to appoint an architect and proceed with plans for the Building.

During the discussion on this matter it was the sense of the Board that in making a contract with the architect it contain a provision that before acceptance of plans and specifications they be entirely satisfactory to the President of the University and the Board of Regents.

Mr. Noble reported on his conference with Mr. Smart, Chairman of the Board of Affairs.

Regents Hopper and Wimberly were requested to confer with the Board of Affairs and the Governor concerning this matter.

President Brandt reported on the progress being made on the N.Y.A. dormitories. He stated the work had progressed very slowly; first, because the N.Y.A. quota of 100 men was not filled, and; second, because of unfavorable weather conditions. N.Y.A. allocations have been drastically reduced, and it is unlikely that the N.Y.A. will do more than complete one dormitory and the dining hall, and there is some doubt about these. If the dormitories are to be completed, it will be necessary to secure funds from some other source, probably by appropriation from the State.

President Brandt made the following report on finances, showing a comparison on the money available for each of the two years of the biennium. These figures have been compiled on a theory that our estimated income from fees and other local sources will be only \$100,000.00 less than this year. Perhaps the shrinkage will be greater if the present indications of a reduced enrolment become a reality:

<u>Available Funds</u>	<u>1941-1942</u>	<u>1942-1943</u>
State Appropriations:		
Salaries	\$1,140,623.00	\$1,140,623.00
Maintenance	141,973.49	149,429.00
Equipment	25,000.00	43,000.00
Revolving Fund:		
Old Balance	95,371.75	15,592.35
Estimated Income	<u>300,000.00</u>	<u>200,000.00</u>
Total	\$1,702,968.24	\$1,548,644.35
Decrease		\$ 154,323.89

There was discussion on the matter but no action taken.

At this point President Brandt extended an invitation to the members of the Board and their wives to have dinner in the President's home at the time of the meeting in February or March, the date to be determined to suit the convenience of the Board. It was decided to accept the invitation for March 12, and following the dinner attend the University - A. & M. basketball game in the Field House.

The Board expressed appreciation for this invitation by President and Mrs. Brandt.

It was voted to hold the next meeting of the Board on Wednesday, February 11.

President Brandt continued with his report on various matters as follows:

"There has been considerable discussion concerning the question of adjusting the University calendar to a four-quarter plan and also to three sixteen-weeks' terms in order to permit students eligible for the draft or volunteering for military service to complete the maximum of college work in the shortest possible time. After considering the financial problems it has been decided to continue on the two semester basis for the regular school year and an eight weeks' summer school with a four-weeks' intersession in August, as heretofore, but permitting students with high scholarship to take heavier study loads. It would be impossible to make any change in our calendar for this year since one semester is practically completed, and any plan which would provide for additional teaching time would require proportionately more funds which we will not have during the second year of the biennium, unless we secure supplementary funds which now seems quite unlikely."

The Board was in accord with the decision to continue on the present basis.

President Brandt reported on the meeting held in the Blue Room, State Capitol, on Friday, January 9, called by John Oliver, Administrative Officer of the State Regents for Higher Education, and attended by representatives of state institutions and denominational colleges. "It was the consensus of the meeting that each institution assist in the national defense program to the full extent of its facilities and ability. There was discussion on the length of terms or semesters, but it was the sense of the group that under existing conditions the present calendar be continued. It was suggested that uniform academic calendars, with uniform opening dates for each semester and summer session would be desirable for the academic year, 1942-43. It was further suggested that Mr. Oliver secure from all higher institutions their tentative calendars with suggestions which would eliminate difficulties for the transfer student and to aid students in completing their college work in the shortest possible time. From this information, an attempt will be made to harmonize the various schedules. The group was practically unanimous in the feeling that there should be no relaxing of standards or the awarding of so-called 'War Degrees'."

President Brandt stated he had appointed a War Council with Herbert Scott, Director of the Extension Division, as Co-ordinator and presented each member of the Board with a copy of the minutes of the first meeting of the Council, giving a picture of its functions and the total war effort that may be undertaken by the University. He told of the sale of State Defense Stamps prior to the Christmas holidays in which students purchased books the value of which, when filled, would amount to \$75,000.00.

Other national defense activities were discussed. On the question of deferments for students Regent Noble moved, and it was voted "that the appropriate officials of the University request deferments consistent with the national policy on draft and that University officials co-operate with Colonel Murray, State Director of Selective Service."

The Board expressed complete satisfaction on national defense activities undertaken on the campus.

President Brandt read a letter from Shelley Tracy and a letter from John Price Jones, President of the John Price Jones Corporation of New York City, concerning the endowment campaign. There was discussion on the matter but no action taken.

At 12:30 p.m. President Brandt stated he had arranged for lunch in the Union Building and had invited several members of the faculty representing various defense committees, and the meeting was adjourned for lunch. The following from the faculty were present: Homer L. Dodge, R. V. James, J. S. Walton, Charles Elson, Helen Gregory, George Wadsack, Walter Kraft, and Herbert Scott. Following the lunch, each one reported on the functions of his committee.

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At 3:00 p.m. the Board reconvened in the President's Office.

President Brandt discussed the question of credit for work in military drill. At the present time one hour credit is given for each semester in the basic courses, and two hours credit a semester in the advanced work, and four hours for the summer camp.

Recommended that two hours credit a semester be authorized in the basic courses, the credit for the advanced work to remain as at present. He explained that in granting the additional credit for the basic work there would be a corresponding increase in the number of hours required for graduation. As an example, in the College of Arts and Sciences 120 hours of academic work and four hours of military drill are required, making a total of 124. If a total of four hours additional are authorized, the requirement would be 128 hours total - 120 academic and eight hours military drill.

A motion was made, seconded and carried that two hours credit a semester in the basic courses be authorized, effective September 1, 1942.

Recommended that, effective September 1, 1942, the Departments of Zoology and Physiology be combined into a single department to be known as the Department of Animal Biology, also;

That effective September 1, 1942, the Departments of Botany and Bacteriology be combined into a single department to be known as the Department of Plant Sciences.

These changes have the approval of the various departmental chairmen and faculties concerned, and it is felt that the changes will be in the interest of economy, efficiency and achievement.

The recommendation was unanimously approved.

Recommended that the following resignations, effective on the dates indicated, be approved:

William D. Collings, Assistant Professor of Physiology, February 1, 1942.

William May, Office Engineer, Office of the Superintendent of Utilities, December 20, 1941.

Elinor Anderson, Secretary to the Director of the Extension Division, January 1, 1942.

Ona Belle Wolfskill, Secretary, General Faculty Committees, Registry Office, February 1, 1942.

President Brandt called attention to the resignation of Mr. Collings, the policy of the Board being not to accept resignations of members of the faculty after August 1 of any school year. He explained that Mr. Collings has an opportunity to join the staff of the medical school of the University of Texas where he would have excellent research facilities and felt it would be a distinct disservice to Mr. Collings to hold him to his contract here.

Regent McBride moved, seconded by Regent Wimberly, "that in view of the circumstances, Mr. Collings' resignation be accepted." The motion was adopted.

The resignations of Mr. May, Miss Anderson, and Miss Wolfskill were accepted.

Recommended that the following be granted leave of absence, without pay, each being in military service:

Lloyd E. Swearingen, Professor of Chemistry, from February 1, 1942.

Ronald B. Shuman, Associate Professor of Business Management, from February 1, 1942.

D. O. Nichols, Jr., Instructor in Mechanical Engineering, from February 7, 1942.

Dudgeon Giezentanner, Accountant in the Office of the Comptroller, from January 14, 1942.

It was voted to grant leaves of absence to the above for the duration of Army service.

President Brandt reported that President Compton of the Massachusetts Institute of Technology had requested that Charles Whitmer, Associate Professor of Physics, be granted leave of absence, effective February 1, in order to accept an appointment in the Radiation Laboratory at that institution.

He stated that while it is a fine opportunity for Mr. Whitmer, it is practically impossible to secure satisfactory teachers at this time, especially in a field of Mr. Whitmer's training, and that his work here is as important in the program of national defense as it would be elsewhere.

It was unanimously voted to adhere to the policy of the Board which provides that leaves of absence will not be granted during the academic year except for military service.

Recommended the following appointments to the position and at the salary indicated in each case:

Marian Widlake, transferred from position of Stenographer in the Lecture and Entertainment Department of the Extension Division at \$85.00 a month to Secretary in the Office of the Comptroller at \$100.00 a month, effective January 1, 1942.

Charlotte Shepherd, transferred from position of Assistant in Package Library of the Extension Division at \$75.00 a month to Secretary in the Extension Division at \$85.00 a month, January 1, 1942.

Jane Merritt, Secretary to the Director of the Extension Division, \$100.00 a month, January 1, 1942.

Gwen Boyd, Secretary in the Extension Division, \$75.00 a month, January 5, 1942.

Betty Nothstein, Clerk in the Registry Office, \$90.00 a month, February 1, 1942.

Clifford Huddleston, Janitor, Department of University Utilities, in place of E. E. Jones, retired, salary increased from \$80.00 to \$90.00 a month, January 1, 1942.

Preston Willoughby, Janitor, Department of University Utilities, in place of Clifford Huddleston, \$80.00 a month, January 1, 1942.

The recommendations were approved.

Recommended that Charles R. Sandifer, Professor of Mechanics, be made Professor of Mechanics and Civil Engineering, effective February 1, 1942, and that he be placed on the schedule at an annual salary of \$3,188.00 as of that date. This will mean that his salary for the current school year will be increased by \$100.00.

The recommendation was approved.

Reported that Theodore H. Smith, approved for appointment as Professor of Marketing at the meeting on December 10, at a salary of \$3,326.00 (\$1,663.00) for the second semester of the current school year, had accepted.

Reported that Mr. Oscar J. Lehrer, Professor of Music, died on December 15, 1941. President Brandt was instructed to write a letter to Mrs. Lehrer, on behalf of the Board, expressing sympathy.

Reported that the services of Mrs. Bertha Ryan, Dietitian in the Residence Halls, would be discontinued as of February 1, 1942. The position is not to be filled.

Recommended that salary adjustments be made for the following employees in the Oklahoma Geological Survey, effective January 1, 1942.

Harry F. Rayl, typist and mimeograph operator on a part-time basis, salary increased from \$40.00 to \$50.00 a month.

Neal T. Dilday, draftsman on part-time basis, salary increased from \$125.00 to \$150.00 a month.

The Chair requested that he be recorded as voting "No" on these increases. All other members voted "Aye". The increases were allowed.

Submitted appointments of football coaching staff, effective January 1, 1942. Action on these appointments was postponed pending preparation of and filing with the President of the University a complete and detailed budget of the Athletic Department.

President Brandt reported that Jap Haskell had suggested investing \$26,000.00 of athletic funds in Defense Bonds. The Board expressed approval of this suggestion, and the President was authorized to so notify the Athletic Council.

The following recommendations by Dean Patterson were submitted for approval:

Dr. J. William Finch of Hobart, Oklahoma, Visiting Lecturer in Medicine.

Dr. Alfred Joseph Ackermann, Instructor in Radiology, to be appointed Associate in Therapeutic Radiology.

Dr. Lois Lyon Wells, Associate in Anesthesiology.

Appointments approved effective February 1, 1942.

Dr. Henry G. Bennett, Jr., appointed at the last meeting of the Board as Assistant in Gynecology on the Clinical Staff, has been called to Army service. Recommended that he be granted leave of absence for the duration of Army service.

Approved.

President Brandt discussed the action of the general faculty in approving the organization of the legislative body to be known as the "Senate". The proposal is that the Senate shall be composed of 43 members of which the President shall be an ex officio member and the presiding officer. In the organization of the Senate, the faculty of each college and independent degree granting school shall elect one member for each fifteen full-time professors and instructors or major fraction thereof who are members of said faculty, provided however that each college and independent degree granting school shall elect at least

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one member to the Senate. The general faculty shall elect the remaining members of the Senate. All members of the general faculty with the rank of Assistant Professor or above shall be eligible for the Senate.

President Brandt stated he was recommending approval of the organization of the Senate because "I feel it will do much to create a more wholesome and democratic feeling on the part of the faculty in that they will have a larger part in determining the policies of the University."

President Brandt explained that in the original draft of the recommendation of the General Faculty the Medical School in Oklahoma City had not been included. In requesting approval by the Board he asked that it become effective immediately after the General Faculty does take action including the Medical School which would also provide for representation in the Senate.

It was explained also that if the Board approved the above recommendation, the Senate would assume the functions of the Administrative Council, which is composed of the deans of the various schools and colleges, and that the Administrative Council would be abolished.

After some discussion a motion was made, seconded, and carried that President Brandt's recommendation, creating the University Senate and the abolition of the Administrative Council, become effective when provision has been made to include the Medical School in the organization, be approved.

President Brandt distributed mimeographed copies of a proposal to establish the "Undergraduate College of the University of Oklahoma". The complete text of the proposal follows:

"There is hereby established an Undergraduate College of the University of Oklahoma which shall have special charge of the work of all freshmen and sophomore undergraduates.

"It shall be the function of the Undergraduate College to prepare undergraduates for the professional schools and the various colleges of the University, to prepare curricula through a General Division leading to diplomas for such undergraduates as do not plan to take a degree but who do wish a general education as well as a knowledge of certain skills which will enable them to become better citizens as well as to earn a better living.

"The Dean of the Undergraduate College shall maintain the closest relations with the various junior colleges of the state to the end that as soon as possible a general standard of excellence may be attained in Oklahoma education.

"The executive officer of the Undergraduate College shall be a dean whose term of office shall be initially five years. The College shall be governed by a Board of Delegates consisting of the Dean, a Secretary elected by the Faculty, and a Delegate each elected from the Social Sciences, the Natural Sciences, the Physical Sciences, the Humanities, the Applied Sciences, the Fine Arts, and a Delegate-at-large representing all of the Professional Schools, the latter to be named by the President of the University.

"The President of the University shall be ex officio a member of the Board of Delegates.

"Delegates shall serve for a period of three years and may not be re-elected without the intervention of a three year period. The normally elected members of the first Board of Delegates shall draw lots for one-year, two-year, and three-year terms. Thereafter elections shall be held as vacancies occur. Any faculty member above the rank of instructor who teaches one or more subjects of freshman or sophomore level shall be an elector. Elections shall be held the first week in May; nominations should be made in writing to the Dean of the College by three or more members of the discipline for which the Delegate would serve, by April 15. Elections shall be secret, written ballot.

"The first Board of Delegates shall be named by the President of the University but they shall draw lots as though elected by the Faculty. In order to expedite the liaison between the Undergraduate College and the Senior Colleges, the President shall name divisional committees representing the disciplines represented on the Board of Delegates. These Committees shall interview undergraduates and report to the Dean of the Undergraduate College and to the dean of the Senior College for which the undergraduate has expressed a preference. It shall be the duty of the Committees to advise with undergraduates and counsel with the Board of Delegates concerning the course of studies best suited to the undergraduate. Undergraduates enrolling in the General Division, however, shall be subject solely to the decision of the Board of Delegates. The divisional committees should guide the complete program of study of undergraduate and should be in consultation with the Board of Delegates and the Senior Colleges so that the transition from the Undergraduate College to the Senior College may be made without friction. In case of dispute between the Undergraduate College and a senior college, the faculty of the senior college shall elect a committee of at least three to confer with the Board of Delegates and the divisional chairman of the committee which advised the undergraduate. In event a decision cannot be reached the question

as to issue shall be referred to the Faculty Senate and the President of the University for immediate decision.

"All existing colleges offering undergraduate instruction and any colleges which may be created in the future, shall become Senior Colleges, (or Graduate) starting with the junior year. Each such senior college shall take steps to conform its program to that of a two year program effective by fall 1945. The faculty of each college now offering undergraduate work shall elect a committee to represent it in conference with the Board of Delegates so that a four-year program may be worked out which shall at once give the undergraduate a general education and also the specialized education which the senior college is capable of offering. Essentially, the function of the Undergraduate College shall be that of supplying basic training which will fit the undergraduate for further work either in the University of Oklahoma or in any other college or university.

"The Board of Delegates of the Undergraduate College shall meet fortnightly. After 1945, legislative power of the College shall be vested in the Faculty of the College but between 1942 and 1945, the power of decision shall rest exclusively with the Board of Delegates. The faculty of the College shall meet at least once a month. The Board of Delegates shall select advisors to undergraduates and at the close of each semester, shall recommend to the Faculty the continuance of the undergraduate for further study. The records of the counsellors of men and of women shall be considered, as well as that of the director of student health.

"During the period of the War, the Undergraduate College shall offer programs which shall prepare capable men for the armed services in such periods as the secretaries of war and of the navy may indicate as preferable.

"The undergraduate College shall be responsible for any placement or entrance tests. Placement tests in existing subjects or additional subjects shall be administered by the college except such undergraduates as are admitted by virtue of having satisfied the College Entrance Board examinations. In addition to admission to the University by diploma from any accredited high school, any student of a high school or a preparatory school who has passed satisfactorily the College Board examinations shall be admitted without prejudice. The Undergraduate College may require comprehensive examinations at the conclusion of the period of membership in the College before granting a diploma or certifying the undergraduate to a Senior College. After 1945, any undergraduate who has met the standards of the Undergraduate College shall be admitted without question to any senior college."

President Brandt explained at length his reasons for this change in University organization. He stated he had been thinking about it for some time, "in fact several years", that he realized it was something new, but that he was thoroughly convinced it would provide for a well-rounded education for the students in the Undergraduate College and raise the standards in the Senior College and professional schools. He recommended approval by the Board of Regents and authority to submit the plan to the Oklahoma State Regents for Higher Education.

Following a discussion of the plan, during which several members of the Board commented favorably, the Chair stated he would entertain a motion for approval.

Regent Chambers made the motion, which was seconded by Regent Noble, "that President Brandt's recommendation as embodied in the proposal be approved."

The motion was unanimously adopted.

Following the adoption of the motion President Brandt recommended that Joseph P. Blickensderfer, Professor of English, and Director of the School of Letters, be appointed Dean of the Undergraduate College at an annual salary of \$4,860.00 on a twelve months' basis.

"Mr. Blickensderfer's term shall be for five years, renewable thereafter at the nomination of the President and the confirmation of the Board of Regents."

President Brandt reported on Mr. Blickensderfer's educational qualifications, his teaching and administrative experience, and other qualities which "particularly fit him for this position." Further "he has imagination, energy, and is scholarly."

President Brandt stated he had not discussed the plan with Mr. Blickensderfer, or anyone else, "and he doesn't know I am recommending him for the position as Dean of the Undergraduate College."

It was moved, seconded, and carried that Mr. Blickensderfer be appointed Dean of the Undergraduate College at an annual salary of \$4,860.00 on a twelve months' basis, effective July 1, 1942.

Mr. Blickensderfer was called before the Board, he was given a copy of President Brandt's plan, and told of his appointment. He expressed complete surprise and appreciation to President Brandt in recommending him for the appointment and the Board's approval.

President Brandt recommended that the Graduate School, effective July 1, 1942, "shall be known as the Graduate College, fulfilling its recognized purpose of administering all work beyond the bachelor's degree

except that leading to the degree of Doctor of Medicine and Bachelor of Laws."

The recommendation was approved.

The Chair read a letter from The Honorable Frank Carter, State Auditor, concerning purchases made in the furnishing of the President's home. Mr. Carter called attention to his disapproval of several claims recently filed for payment, and the newspaper publicity in connection therewith. He suggested that the Board of Regents set up a budget for the President.

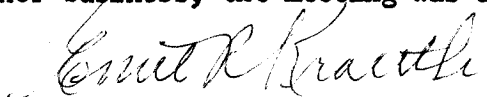
There was discussion of the matter during which it was recalled that \$2,500.00 had originally been set aside for this purpose, and later voted to add \$1,250.00 to make allowance for the payment for the piano, the venetian blinds, and light fixtures, which it was not contemplated would be paid from the \$2,500.00 allotment.

The Chair was directed to send to Mr. Carter copies of the action of the Board in setting up budget allocations for purchases in the President's home.

President Brandt requested approval by the Board on the purchase of a boat and a trailer for use by the Departments of Botany and Bacteriology in its research on water supplies in Oklahoma. He stated he had called Mr. Roger Phelps, assistant state auditor, and had been informed the claim would be allowed. The cost of the boat and trailer is \$50.00.

The Board approved the expenditure of \$50.00 for the items indicated.

There being no further business, the meeting was adjourned at 5:15 p.m.



Emil R. Kraettli, Secretary.