

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The February meeting of the Board of Regents of the University of Oklahoma was held on Wednesday, February 11, 1942, in the Office of the President at 10:00 a.m.

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

The minutes of the meeting held on Wednesday, January 14, were approved, each member having been furnished a copy previously.

President Brandt reported on various items as follows:

1. Enrolment

Enrolment for the second semester as of February 9, 1942, this being the first day in the second week of classes was reported by the Registrar as follows:

RESIDENT ENROLMENT NORMAN CAMPUS

End of First day in Second Week of Classes

| | <u>1942</u> | <u>1941</u> | <u>Loss</u> |
|-------------------|-------------|-------------|-------------|
| Arts and Sciences | 1566 | 1771 | 205 |
| Business | 747 | 883 | 136 |
| Education | 259 | 282 | 23 |
| Engineering | 1159 | 1306 | 147 |
| Fine Arts | 387 | 456 | 69 |
| Law | 133 | 255 | 122 |
| Pharmacy | 97 | 126 | 29 |
| General Freshmen | 14 | 12 | Gain-2 |
| Graduate | 247 | 330 | 83 |
| Total* | 4609 | 5431 | 822 |

* Includes 1722 Women and 2887 Men

Oklahoma City (Approx.) 350

GRAND TOTAL 4959

The enrolment at the corresponding date in 1941 was 879 or 13½% less than the total enrolment for the first semester. The enrolment in 1942 is 966 or 17 1/3% less than the total for the first semester.

There was discussion concerning the probable causes for the drop in enrolment, and President Brandt expressed the opinion that men going into the Army and the general unsettled condition and unrest among the students were contributing factors. He stated, also, approximately 180 seniors had completed their work for graduation and that normally there is a drop of approximately ten percent in enrolment for the second semester.

2. Endowment Campaign

President Brandt stated he had had further correspondence with Shelley Tracy and would have a conference with him during his trip East in March. No new developments were reported in this situation.

3. Research Institute Building

A conference was held with the State Board of Public Affairs, the Board of Regents being represented by Regent Hopper. The Board of Affairs stated Layton and Forsyth, Architects, would draw the plans and specifications and provide supervision. He stated that the Board of Affairs was not willing to leave supervision to the University, because it was the arthitects' responsibility in the construction of the building.

The architects did not make any allowance for the preliminary work done and investigations made by University representatives. The architects' fee would be five percent. It was mutually agreed that the architects would consult with University representatives in drawing plans and specifications.

Mr. Brandt reported that funds are available in the public building fund to begin the building and that further investigations concerning priorities on material were being made at this time. He stated he would report any further development to the Board.

President Brandt made a "progress report" on the Research Institute stating some important contacts had been made and some research projects were under way.

He recommended that the Board adopt a policy with reference to centralized control of research projects in order to provide for the most efficient management of the business details and proposed the following resolution:

RESOLUTION

BE IT RESOLVED, that: "In the case of research projects involving the use of University space and equipment, the time of faculty members for direction of research, and the setting up of fellowships and scholarships, which projects are to be sponsored and financially supported by industrial concerns, individuals, or other agencies, the University of Oklahoma Research Institute shall be recognized as the official liaison body through which contracts will be entered into and the programs administered."

The resolution was unanimously adopted.

4. University's Participation in War Activities

Various Governmental representatives have been on the campus for conferences in connection with assignment of groups to the University. The one that seemed most likely was a group of 100 officers for work in Aerial Map Reading. Governmental representatives were impressed with the University's facilities both physical and as to personnel, Professor Melton of the Geology staff being well qualified and several other members of the Geology staff have had work along that line. It is expected that a final decision will be received soon.

President Brandt reported, also, that both the Army and the Navy had considered the possibility of establishing units here, particularly for air corps recruits and that surveys had been made to determine housing and feeding facilities as well as training grounds and that complete reports had been submitted to the respective departments in Washington. Mr. Brandt stated he would keep the Board informed on developments.

President Brandt stated that on his trip east to attend the National Press Association meeting, Mr. Lottinville, Director of the University of Oklahoma Press, had contacted Army and Navy representatives with the aid of Senator Lee and Congressman Monroney and that at the luncheon at noon, he would ask Mr. Lottinville to make a report.

5. Closing of Second Semester One Week Early, Commencement June 1.

It seems desirable to close the school year as early as possible both from the standpoint of students now enrolled and, also, to begin and close the summer school earlier.

By eliminating the Easter holidays which normally would run from Thursday, April 2, to Tuesday, April 7, we could shorten the semester by one week, holding Commencement on Monday, June 1, instead of Monday, June 8. The summer school will begin on Tuesday, June 2, instead of the 9th and close on Tuesday, July 28 instead of Tuesday, August 4.

I recommend this change in the calendar for the second semester and the summer school.

The recommendation was approved.

6. University College

A conference with the State Regents for Higher Education was held on the establishment of the University College. President Brandt stated he had invited the University deans to attend the conference if they desired to do so, but that only Dean Adams of the College of Business

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Administration was present. Dean Adams did not oppose the plan but did raise some questions concerning the operation of the new plan and its effect upon the curriculum in the College of Business Administration.

The State Regents did not take action at the meeting. It was understood, however, that the matter would come up for a decision at the next regular meeting which was scheduled for Monday, February 23.

7. Departmental Chairmen

President Brandt stated at this time he desired to report on the nominations of department chairmen for the school year of 1942-43. "Before giving you these names I want to recommend that Edgar D. Meacham be reappointed Dean of the College of Arts and Sciences for a five-year term, beginning September 1, 1942."

Approved.

On motion by Regent Wimberly, seconded by Regent Chambers, the recommendation was unanimously approved.

The names of the new chairmen were announced as follows:

*Bruce Houston
Mar 10*

Animal Biology: A. I. Ortenburger, succeeding A. Richards
Anthropology: Forrest E. Clements, succeeding Willard Z. Park
Chemistry: Loyd E. Harris, succeeding Guy Y. Williams
Classics: H. Lloyd Stow (Mr. Stow has just served as chairman one year.)
Government: John Leek, succeeding John Alley
History: Carl C. Rister, succeeding E. E. Dale
Economics: (New Chairman of this department in the College of Business Administration and the College of Arts and Sciences, to be named by conference.)
Mathematics: J. O. Hassler (Mr. Hassler has served as chairman two years.)
Modern Languages: Kenneth C. Kaufman, succeeding R. T. House
Plant Sciences: Milton Hopkins, succeeding George L. Cross
Philosophy: Gustav Mueller, succeeding Charles M. Perry
Physics: George Van Lear, succeeding Homer L. Dodge
Speech: William M. Sattler, succeeding Charles P. Green
English: Joseph H. Marshburn, succeeding L. N. Morgan
Psychology: M. O. Wilson, succeeding L. B. Hoisington

*assigned
Dec 24, 42*

Mr. Brandt stated he had not decided on the terms of appointments - one to three years - and suggested that Dean Meacham be called before the Board for a discussion on this point. Dean Meacham appeared before the Board and he stated he would like to have a little time to think the matter over. It was agreed that he make his recommendation after lunch, whereupon he retired from the meeting.

President Brandt recommended that the following who are in Army service be granted leave of absence for the period specified:

Boyd Gunning, Assistant Director of the Extension Division, from February 1, 1942, to January 31, 1943.

Harold K. Bone, Instructor in Engineering, from April 1, 1942, to March 31, 1943. Mr. Bone has been on leave one year.

Ansel Challenner, Instructor in Electrical Engineering, April 1, 1942, to March 31, 1943. Mr. Challenner has been on leave one year.

Recommendation approved.

President Brandt read a letter from Leonard Logan, Professor of Sociology, in which he requested an extension of his leave of absence during the school year of 1942-43. Professor Logan is serving as Assistant to the Regional Coordinator of the health, welfare, education, and related activities in the Federal Security Agency in the National Defense Program, the leave to expire September 1, 1943. Recommended that the leave be granted.

Approved.

President Brandt submitted the request of Professor Willard Z. Park of the Department of Anthropology that he be granted a leave of absence without pay, effective February 15, 1942, to July 1, 1942. Mr. Park has been invited by Robert T. Miller, Director of the Division of Reports, Office of the Coordinator of Inter-American Affairs, Washington, D. C., to do research work.

President Brandt stated Mr. Park had not sought this appointment and considering the increase in the cost of living in Washington, he was making a sacrifice to go but that Mr. Park was anxious to be of service to the Government at this time. President Brandt recommended that the leave of absence be granted.

There was a discussion during which attention was called to the Board's policy of not granting leaves of absence during the school year except for Army service.

Regent McBride moved that "Professor Park be granted leave of absence until July 1, 1942.

On a roll call on the motion, Regents McBride and Wimberly voted "Aye". The following voted "No": Regents Noble, Chambers, Craig, Hopper, and Looney.

The Chair announced that the motion was lost, and the leave of absence was not granted.

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President Brandt recommended that Forrest Clements, Professor of Anthropology, be paid \$200.00 additional for the second semester of the current school year on account of the additional load and responsibility due to Mr. Park's leaving.

Recommendation approved.

President Brandt submitted the request of A. M. Hampton, Linotype Operator in the University Press, that he be granted leave of absence from April 1, 1942, to March 31, 1943, in order that he might attend the Spartan School of Aeronautics at Tulsa for training in the repair and maintenance of aircraft.

It was voted not to grant the leave of absence for the same reasons as in the case of Professor Park:

President Brandt recommended the appointment of William Foote Whyte as Assistant Professor of Sociology, effective September 1, 1942, at a salary of \$2,331.00 for the nine-months school year in place of Leonard Logan.

The appointment was approved.

Reported that Elizabeth Halbert, Assistant in the Library, has been ill since last November and that she has been paid full salary during this period. It was hoped that she would return to her position before this time but that on advice of her physician she would not do so before June 1.

It was voted to grant Miss Halbert a leave of absence without pay from February 15 to June 1, 1942. The Board expressed the wish that Miss Halbert would have a speedy and complete recovery.

Recommended that Paul Phillips be appointed Assistant in the Library at a salary of \$100.00 a month from February 15 to June 1, substituting for Miss Halbert.

Recommendation approved.

Reported that W. J. Hesse, Janitor, has been ill for some time and that his name was taken from the pay roll as of January 1, 1942. Recommended that he be placed on a leave-of-absence status without pay until he is able to return to his position but not beyond July 1, 1942.

Recommendation approved.

Recommended that Dr. Eleanora Schmidt-Peaster, Physician in the University Infirmary, be given a leave of absence with full pay for the months of June, July, and August, for the purpose of special training. She is at the present time considering Washington University at St. Louis, Harvard, or the University of Toronto, on conditions of the chest with special emphasis on the heart.

The doctors in the Infirmary are on a twelve months basis, and it will not involve additional expense since the other members of the staff will take care of students enrolled in the summer school.

It was voted to approve the leave of absence for Dr. Eleanora Schmidt-Peaster with the provision that she "attend an institution approved by the President of the University and that she submit a report to the President upon the termination of the leave".

Resignations

Anne McCool, Secretary, Extension Division, January 17, 1942.

Mary Alice Hansen, Secretary and Associate Editor, University Press, Publishing Division, March 1, 1942.

Monford Grimes, Librarian, Department of Chemistry, February 1, 1942.

Ralph C. Veasey, Assistant to the Counselor of Men, March 1, 1942.

Dave Spradling, Linotype Operator, University Press, March 1, 1942.

The resignations were accepted.

Appointments

President Brandt recommended the following appointments:

John McCall, Office Engineer in the Department of University Utilities at \$200.00 a month from February 1 to June 24, 1942. Mr. McCall will fill the vacancy caused by the resignation of Mr. May who had resigned on December 20, 1941.

Gene N. Woodruff, Librarian, Department of Chemistry, February 1, 1942, at \$95.00 a month, replacing Monford Grimes, resigned.

Margaret Jane Kelly, Secretary in the Extension Division, at \$80.00 a month, January 26, 1942.

Anna Belle Rouse, Mimeograph Operator, University Press, at \$75.00 a month, beginning March 1, 1942. Miss Rouse will replace Florence T. Minner who will be transferred to the Publishing Division in place of Mary Alice Hansen who has submitted her resignation, effective March 1, 1942.

Thurman J. White, Director of Short Courses and Visual Education, Extension Division, at \$209.00 a month, effective February 1, 1942. Mr. White is at the present time superintendent of the statewide museum service under the W.P.A.

The appointments were approved.

President Brandt recommended that Gladys LaFon, wife of Earl LaFon, Instructor in Mathematics, be continued as a teacher in the Mathematics Department during the second semester since no other teachers are available at this time. Mrs. LaFon was employed during the first semester as an emergency appointment due to late resignations of several graduate assistants. Mr. Brandt explained that Professor Hassler, Chairman of the Mathematics Department, had attempted to find another teacher but was unable to do so, and on this basis was recommending that Mrs. LaFon continue during the second semester at a total salary of \$500.00, the same as during the first semester.

It was moved, and seconded, that Mrs. LaFon be reemployed for the second semester. On the vote on the motion all members voted "Aye" except Regents Wimberly and Noble, who requested that they be recorded as voting "No". The motion was declared "carried".

At 1:15 the Board recessed for lunch in the Union Building, Room 120. President Brandt introduced Mr. Theodore H. Smith, Professor of Marketing, who joined the teaching staff at the beginning of the second semester. Others present at the luncheon in addition to members of the Board were Walter Kraft, John Hervey, and Savoie Lottinville.

Mr. Kraft and Dean Hervey discussed the situation with reference to the gas line which crosses the Westheimer Flying Field, and the opinion from the Attorney General was discussed. Mr. Kraft reported that the O.N.G. would lower the pipe without cost ^{to} of the state but that they would demand an easement which they do not have at the present time. The Oklahoma Natural Gas Company would not voluntarily remove the pipe, the expense of which would be approximately \$6,500.00. They would pay \$1,000.00 of the removal expense.

The conclusion in the Attorney General's opinion is as follows:

"It is, therefore, the opinion of the Attorney General that under the facts submitted, if the Oklahoma Natural Gas Company insists on continuing to maintain and operate the pipeline in its present location and conditions, and is successful in maintaining this position, the University would have the right to recover from said Company such damages as may result from the continued operation of the line. In such event the State, through the University, would in effect be a purchaser without notice, and under the decision of the court in the case of Consolidated Gas Service Company vs. Tyler, supra, may maintain an action for such damages as it might sustain by the continued maintenance of the pipeline across the land in question. Such a continued use of the pipeline in its present location would render the land acquired by the University unsuitable for the purpose for which it was acquired, that is; an airport. The damages sustained by the University would under such circumstances, appear to be far more than the cost of relocating the pipeline.

"In view of the fact that the University of Oklahoma is a public state agency, with power of eminent domain, and has acquired the property in question and devoted it to a public use without any knowledge, either actual or constructive, of the hidden use of the property by the Oklahoma Natural Gas Company, this office is inclined to the view that the State should take the position that its use is paramount to the incompatible use of the property by the Oklahoma Natural Gas Company, and that the Oklahoma Natural Gas Company is not entitled to continue said incompatible use and should remove the pipeline without cost to the University."

It was the sense of the Board that Mr. Kraft pursue this matter to a satisfactory conclusion.

Mr. Lottinville reported on his conferences in Washington and the information he had received on a number of possibilities for assigning Army, Navy, or Air Corps contingents to the University. He stated inspections of the campus by Government representatives would be made within a few days.

The Board reconvened in the President's Office at 3:30 p.m.

The first item of business in the afternoon session was the report by Dean Meacham on the terms of service of departmental chairmen. The order of appointments was approved by President Brandt and he recommended approval by the Board as indicated below:

3 Year Appointments

Modern Languages: Kenneth C. Kaufman
 Animal Biology: A. I. Ortenburger
 English: Joseph H. Marshburn
 History: Carl C. Rister
 Plant Sciences: Milton Hopkins

2 Year Appointments

Government: John Leek
 Psychology: M. O. Wilson
 Chemistry: Loyd E. Harris
 Classics: H. Lloyd Stow
 Economics: New Chairman of this department in the College of Business Administration and the College of Arts and Sciences, to be named later.

1 Year Appointments

Physics: George Van Lear
 Philosophy: Gustav Mueller
 Anthropology: Forrest E. Clements
 Mathematics: J. O. Hassler
 Speech: William M. Sattler

The recommendation was approved.

President Brandt reported with reference to the defense courses being offered under the direction of R. V. James, Professor of Mechanical Engineering, as the institutional representative on the Engineering Science and Management Defense Program. He stated Mr. James is having considerable difficulty in finding teachers who are qualified. He recommended that Mr. James be given authority to use some of the regular teaching staff of the University where it is impossible to secure outside instructors. The teaching is done at night and will not interfere with the regular teaching schedule. The total expense is borne by the Government.

It was voted to approve the recommendation.

President Brandt recommended an adjustment in the salary of Gerald Tuma, Special Instructor in Electrical Engineering. Mr. Tuma is offering a special course on "Radio Theory and Technique" for which the Federal Government provides funds for reimbursement. Mr. Tuma's present salary is \$200.00 a month, and it was recommended that he be paid \$250.00 a month, effective February 1, 1942.

The recommendation was approved.

Recommended that the salary of L. E. Dietrich, Instructor in Welding, be fixed at the rate of \$250.00 a month effective February 1, 1942. The income from the welding courses pays all salaries and for materials used, and there is a surplus which goes into the revolving fund.

The recommendation was approved.

Recommended that Marian Evans, Stenographer in the Extension Division, be given an increase in salary beginning February 1, 1942, from \$75.00 to \$85.00 a month.

Approved.

Recommended that William H. Butterfield, Associate Professor of Business Communications in the College of Business Administration, be appointed Assistant Dean of Admissions, effective September 1, 1942, at an annual salary of \$3,600.00

Approved.

Recommended that Maurine Starns, Assistant in the Registrar's Office be given the title of Recorder with authority to certify University scholarship records and that her salary be increased from \$125.00 to \$150.00 a month, effective February 1, 1942.

President Brandt stated there had been several resignations in the Registrar's Office and that two more resignations will be submitted by April 1. The necessary adjustments will not increase the total budget.

In the place of Ona Belle Wolfskill whose resignation was submitted at the last meeting, Mr. Wadsack recommended the appointment of

Elsie Shafer at a salary of \$35.00 a month beginning February 1, 1942.

The recommendations for changes in the Registrar's Office were approved.

Reported the following for scholarships in English 167 (Writer's Course) on the recommendation of Professor W. S. Campbell. These scholarships were authorized by the Board of Regents in 1941 and provide for the waiving of the \$25.00 fee:

Virginia Kritikos
Nancy Kraw

Approved.

President Brandt called attention to the athletic budget a copy of which was sent to each member of the Board as directed at the last meeting. Jap Haskell and Bill Cross were called for a discussion of the budget for 1941-42 and the recommendations for 1942-43. As a special item Mr. Haskell recommended the employment of a line coach. Inquiry was made concerning the radio broadcasts. Mr. Cross stated the income practically offset the expense.

President Brandt recommended reappointments on the coaching staff as follows effective January 1, 1942, to December 31, 1943, it being understood that the terms of office of assistant coaches expire when there is a vacancy in the position of head coach, this being in line with the policy of the Board:

| | |
|---------------|------------|
| Dewey Luster | \$5,000.00 |
| Dale Arbuckle | 3,600.00 |
| Frank Crider | 2,700.00 |

Recommended, also, that the salary of L. E. Haskell, Director of Athletics, be fixed at the rate of \$4,500.00 a year, effective January 1, 1942.

There was further discussion on the athletic situation. Mr. Haskell and Bill Cross retired from the meeting. On motion by Regent Wimberly, it was voted to pass athletic matters over until the next meeting.

President Brandt recommended the following students for loans from the J. Roy Williams Loan Fund of Los Angeles, California:

| | |
|----------------------|----------|
| Merle Sanford Draper | \$125.00 |
| Moss Wimbish | 150.00 |

Under the provisions of the trust agreement of the fund the Board of Regents is required to pass on recommendations for loans.

Approved.

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There was a discussion concerning the status of pre-medical students in the draft. Dr. Chambers stated there is already a serious shortage of doctors for the civilian population and that unless draft boards were authorized to defer pre-medical students the situation in the future would become acute.

Regent Noble made a motion that "a representative of the Board of Regents be sent to Washington to appear before the proper officials in connection with drafting medical students, pharmacy, and allied subjects." It was the sense of the Board that Dr. Chambers be designated as the representative of the Board and that his expenses be paid from University funds.

Regent Noble's motion was unanimously adopted.

President Brandt made the following recommendation on the 1942 Summer School:

"I recommend that the enrolment and incidental fee for students in the summer school be fixed at the rate of \$3.50 for each semester hour for residents of Oklahoma and at \$5.00 for each semester hour for nonresidents; for auditors of courses (no credit) \$3.50 a semester hour; master's examination fee for August Intersession (charged only when the student is not regularly enrolled for credit), \$5.00. These are the same fees charged last summer.

"I am submitting herewith the budget for the summer school of 1942. I am attaching hereto the appointments for the faculty. The salary shown is for two months, June and July, unless otherwise indicated. The monthly rate is ten percent below the monthly salary paid during the regular nine months' term.

"It is probable that some changes in personnel will occur before the opening of the summer school. I respectfully request authorization to make such changes as may be necessary."

After a discussion President Brandt asked that final approval on appointments be postponed and that he would present a complete budget at the next meeting.

On motion by Regent Hopper it was voted to approve the general plans of conducting the summer school, including the fees, the curriculum, but that the question of personnel, salaries, etc., be held over until the next meeting.

At the previous meeting of the Board there was a brief discussion concerning some alternations under the west section (north end) of the stadium, for use by the Department of Paleontology. President Brandt raised this question again, stating that he had had a conference with Jap Haskell on the possibility of using \$2,000.00 of athletic funds for this work, it being understood that the University would reimburse the Athletic Department in yearly installments.

The Board expressed sympathy on the need for space for the Paleontology Department but was not favorable to the transfer of funds as proposed. President Brandt was authorized to have the work done if University maintenance funds are available.

President Brandt called attention to the approval by the Board at the meeting on January 14 of the investment of \$26,000.00 of athletic funds in defense bonds. He reported \$25,900.00 had been so invested and submitted the proposal by Jap Haskell that \$11,100.00 additional be invested at this time. This would make a total investment of \$37,000.00, the value at maturity being \$50,000.00.

It was unanimously voted to approve the additional investment in defense bonds.

The following letter from J. L. Lindsey, Comptroller, concerning the University Book Exchange was read by President Brandt:

"Perhaps the following information will be of assistance to you in the determination of the matter of the University Book Exchange and the Boys' Cooperative Dormitory.

"The University Book Exchange was started by the President and Board of Regents. In addition to serving the students, the Book Exchange carries the stock of office supplies for the University Departments.

"It charges the Departments retail prices for the supplies. The total to the University Departments for the last fiscal year was \$8,785.25. The volume of business for the University Departments for previous years is comparable to the amount charged during the last fiscal year.

"Since the net profit made by the University Book Exchange is very much greater on supplies than on books, it is apparent that the University Departments have contributed a large part of the balance now on hand to the credit of the University Book Exchange.

"The State Examiner and Inspector has suggested that the money in excess of the amount needed for the operation of the Book Exchange should be paid into the Revolving Fund. The amount which may be transferred at this time is \$10,000.00. This payment will reduce the original investment, which was made from the University Revolving Fund, to \$7,000.00.

"The State Examiner and Inspector has correctly criticised this office for an over draft in the Official Depository Account of \$4,000.00 incurred by the Boys' Cooperative Dormitory. The Boys' Cooperative Dormitory was made possible by a special appropriation of the legislature, but those who promoted and those who have operated it did not foresee the total amount needed for equipment; the deficit is for equipment which was purchased and which is available for use over a number of years.

"Boyce Timmons is now responsible for the successful operation of the unit. He is convinced that the deficit can be paid from the operation of the unit under the stadium during the next two years.

"To correct the cause of the criticism by the State Examiner and Inspector, I am suggesting that the University Book Exchange pay \$10,000.00 of its accumulated balance to reduce an outstanding item of \$17,000.00, to reduce it to an item of \$7,000.00, that the account of the Boys' Cooperative Dormitory be credited with \$4,000.00 to cover its deficit, that the deficit of \$4,000.00 be reduced monthly, or at the end of each semester, until the total amount of \$4,000.00 has been paid into the University Revolving Fund."

President Brandt stated the Cooperative Dormitories were now operating on a cash basis, and that they were in a position to retire the indebtedness each year, but since the State Examiner had criticized the overdraft in University funds, suggested that Mr. Lindsey's recommendation be approved.

Regent Noble moved, and it was voted, to authorize the transfer of funds from the University Book Exchange with the understanding that the Co-op reduce the indebtedness at the rate of \$600.00 each semester.

It was the sense of the Board that the total of \$17,000.00 of the original investment in the Book Exchange be returned to the Revolving Fund as the revenues in the Book Exchange become available.

Regent Noble called attention to Jap Haskell's recommendation that a line coach be appointed. He stated Mr. Haskell would like to employ Orville Tuttle for the spring practice, and on recommendation of President Brandt, Regent Noble moved and it was unanimously voted that Mr. Haskell be authorized to hire Orville Tuttle at a salary of \$125.00 a month for spring practice.

President Brandt stated he had had further correspondence concerning Maurice Halperin, and he discussed the situation. He expressed the hope that a satisfactory adjustment might be worked out under certain conditions and stated: "In the interest of all concerned I want to propose the reinstatement of Maurice Halperin as Associate Professor of Modern Languages without prejudice and the continuation of his sabbatical leave of absence for the present fiscal year, terminating July 1, 1942."

A motion was made and seconded that President Brandt's recommendation be approved. On the vote on the recommendation all members voted "Aye" except Regent Looney who requested that he be recorded as voting "No".

Motion carried.

President Brandt presented the appointment of Robert Hunter as Assistant Professor of Physiology, effective February 1, 1942, to June 1, 1942, replacing William D. Collings who resigned. The salary recommended is \$1,080.00 for the second semester of the current school year.

Approved.

Medical School and Hospital Items

The following items concerning the Medical School and University and Crippled Children's Hospitals, previously submitted to Dr. Chambers for review, and approved by him, were recommended for approval by the Board:

Helen L. Kendall, the Registrar of the Medical School, has been critically ill since January 2, 1942. She has been in the employ of the school since October, 1921. Recommended that her pay be continued until February 28, 1942, following that date to be given a leave of absence without pay until she is able to return to her position.

Recommendation approved.

Recommended that Dr. Hugh M. Galbraith, formerly a member of the staff of the University Hospital and Instructor in Neurology on the faculty of the Medical School, be reinstated. The circumstances under which he resigned are a matter of record.

A motion was made, seconded and carried that Dr. Hugh M. Galbraith be given an appointment as Instructor in Neurology as of February 1, 1942.

Recommended that Mary Lucille Asling be appointed Assistant in Clinical Pathology on the Clinical Staff of the Medical School, effective February 1, 1942. Miss Asling is a medical technician in the laboratory of the University and Crippled Children's Hospitals.

Recommendation approved.

Communication from Dean Patterson to President Brandt concerning resignations, promotions, appointments, etc: Recommended approval by President Brandt:

"The following are the changes in personnel in the University and Crippled Children's Hospitals since the last report for the approval of the Board of Regents. In most instances there is no increase in the actual expenditure for any one department. In one or two instances increases are requested, for which funds are available from savings made during the year.

"It is almost impossible to retain nurses, technicians and even orderlies, janitors, etc., at the present salaries. It is certainly going to be necessary to request greater expenditure of funds next year

in order to obtain and retain the services of such people to operate the hospital on an effective basis. In my opinion the general duty nurses will have to receive a flat salary of at least \$80.00 a month, head nurses \$90.00, and other personnel in proportion. At the present time, although we have funds available to employ eight additional nurses, we have not been able to find any nurses.

"Such people as plumbers, firemen, technicians, etc. cannot be retained next year unless we can make a material increase in their salaries. Waitresses and maids who now draw \$40.00 a month plus meals cannot be retained. Definite increases in such salaries will have to be made for the next fiscal year. The turnover in the lower brackets is exceedingly rapid because of the facts I have mentioned.

"The list follows:

Floyd V. James, Photographer, resigned December 31, 1941, salary, \$110.00.

Alta Roberts, Photographer, employed July 10, 1942, vice Floyd V. James resigned, salary \$75.00. (This is a saving of \$35.00 a month in this position.)

Kathlyn Krammes, Assistant Superintendent of Nurses, resigned December 31, 1941, salary \$135.00. (No replacement available in this position at the present time.)

Frank Lewellen, Purchase Order Clerk, resigned December 31, 1941 to join U. S. Navy, salary \$85.00.

J. Warren Bishop, promoted from Storeroom Clerk to Purchase Order Clerk, January 1, 1942, vice Frank Lewellen, resigned, salary increased from \$70.00 to \$85.00.

Theodore Renfroe, Storeroom Clerk, salary increased from \$65.00 to \$70.00, January 1, 1942, vice J. Warren Bishop, promoted.

Donald Crum, Storeroom Clerk, employed January 5, 1942, vice Theodore Renfroe, promoted, salary \$65.00. (There is no increase in the salary budget for this department.)

Joe A. White, Storeroom Clerk, resigned December 31, 1941, to join U. S. Marines, salary \$75.00.

Bill Lowe, Storeroom Clerk, salary increased from \$70.00 to \$75.00 January 1, 1942, vice Joe A. White, resigned.

W. L. Palmer, Storeroom Clerk, salary increased from \$65.00 to \$75.00 January 1, 1942, vice Bill Lowe, promoted.

Reges Van Keppel, Storeroom Clerk, employed January 5, 1942, vice W. L. Palmer, promoted, salary \$65.00. (There is no increase in the salary budget for this department.)

J. M. Parrish, Jr., Resident in Obstetrics, resigned with permission December 31, 1941, salary \$85.00.

Kenneth von Pohle, Assistant Resident in Obstetrics, salary increased from \$50.00 to \$75.00 January 1, 1942, vice J. M. Parrish, Jr., resigned. (This will create a saving of \$60.00 a month the balance of this fiscal year.)

Vincent Mazzarella, Senior Intern, resigned with permission January 14, 1942, salary \$25.00. (Resigned to support mother and minor sisters after death of father.)

L. E. Nelson, Jr., called back into Army service January 14, 1942, salary \$90.00.

Lucille Nicholas, Cashier, employed January 16, 1942, vice L. E. Nelson, Jr., called to Army service, salary \$90.00. (No change in expenditure in this transaction.)

Estelle Agee, Stenographer in Admitting Department, employed January 26, 1942, salary \$90.00. (This position has been vacant for some months. It is necessary that it be filled at this time due to the volume of work in this department.)

Juanita Chandler, Assistant Dietitian, employed February 1, 1942, salary \$90.00.

Doris E. Stengar, Assistant Dietitian, employed February 1, 1942, salary \$90.00. (To indirectly replace Miss Violet Rohrer, who has not been on the budget since resignation about the end of the last fiscal year. She was receiving \$115.00. It is impossible to maintain proper supervision of food supplies without these trained dietitians.)

"The following changes are necessary in the Business Office due to the resignation of J. W. DeWitt, Head Bookkeeper, to join the U.S. Navy:

J. W. DeWitt, Head Bookkeeper, resigned January 31, 1942, salary, \$140.00.

Robert L. Jones, promoted from Clerk to Head Bookkeeper, vice J. W. DeWitt, resigned, salary increased from \$130.00 to \$140.00, February 1, 1942.

Nova Atkins, promoted to Claim Clerk, vice Robert L. Jones, promoted, salary increased from \$80.00 to \$110.00, February 1, 1942.

Andrew Peterson, Bookkeeper, salary increased from \$100.00 to \$115.00, February 1, 1942.

Anne Willard, Assistant Cashier, salary increased from \$70.00 to \$80.00, February 1, 1942.

Lucille Nicholas, Cashier, salary increased from \$90.00 to \$95.00, February 1, 1942.

Parul Purdy, Machine Bookkeeper, salary increased from \$120.00 to \$125.00, February 1, 1942.

Lavada Smith, Clerk, employed February 1, 1942, salary \$65.00. (The salary increases are requested due to the necessary re-assignment of duties in the office. However, these changes do not increase the total salary budget for the department.)

Ruth Paris, Head Nurse, salary increased from \$70.00 to \$85.00 a month, February 1, 1942. (Has been doing Head Nurse duty since October 1, 1941, at the salary paid General Staff Nurses.)

Dorothy Dokmo, Head Nurse, salary increased from \$75.00 to \$85.00 a month, February 1, 1942. (Has been doing the work of a Head Nurse and an Assistant Instructor.)

J. D. Everett, Storeroom Clerk, salary increased from \$90.00 to \$100.00, February 1, 1942. This increase is made possible by the following:

Theodore Renfroe, Storeroom Clerk, services discontinued January 24, 1942, salary \$70.00.

Ina Marie Boyle, Storeroom Clerk, employed January 26, 1942, vice Theodore Renfroe, services discontinued, salary \$60.00.

"The following increases are necessary in order to retain the services of the present personnel. These employees cannot be replaced at the salaries recommended:

Admitting Department

Warren Havelly, Admitting Clerk, salary increased from \$85.00 to \$100.00, February 1, 1942.

Fred Reed, Admitting Clerk, salary increased from \$80.00 to \$85.00, February 1, 1942.

J. D. Bernier, Admitting Clerk, salary increased from \$80.00 to \$85.00, February 1, 1942.

Frank Morrison, Driver and Clerk, salary increased from \$70.00 to \$75.00, February 1, 1942.

Building and Grounds

Harvey Booze, Yardman, salary increased from \$75.00 to \$85.00, February 1, 1942."

The recommendations were approved.

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



Emil R. Kraettli, Secretary