

MINUTES OF A REGULAR MEETING
BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA
THURSDAY, NOVEMBER 2, 1961 - 9:00 A.M.

A regular meeting of the Board of Regents of the University of Oklahoma was held in the office of the President of the University, Norman, on Thursday, November 2, 1961, at 9:00 a.m.

The following were present: Regent Leonard Savage, President, presiding; Regents Northcutt, Monroe, Rothbaum, Johnson, and Davidson.

ABSENT: Regent Morgan.

The minutes of the October 7, 1961 meeting were approved.

The Regents had requested that a study be made of other institutions in connection with student car regulations. President Cross reported the survey is not complete but he distributed copies of a progress report. Sixty-one reports have been returned from 77 schools to which a request for information was addressed. Approximately 1/3 of the reporting schools have restrictions at the freshman level at least.

It was agreed that if any action prohibiting freshman cars for next year is to be taken, it should be done as early as possible. Regent Northcutt stated he had asked the President of the Oklahoma State University Board of Regents to appoint a committee to study this problem with our committee and he indicated this would be done.

The matter was referred to the committee (Regents Northcutt, Rothbaum, and Davidson) for study and report at the December meeting.

President Cross reported the Southern Industrial Development Council has just announced that the University has been selected as the site for a pilot training program for man in the field of industrial development. The University was under consideration along with several others and was selected because of the excellent facilities and the distinguished faculty in our College of Business Administration.

President Cross also announced the receipt of \$40,000 from Mr. Sil Goldman, Oklahoma City, to help in the establishment of the Southwest Center for Human Relations Studies at the University.

President Cross reported the University has received the first endowed professorship under the \$20,000,000 fund drive. The gift of \$50,000 from Dorsett Laboratories, Norman, will probably be used to establish a chair in a field related to Dorsett's interests.

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It was agreed by the Board that a letter of appreciation signed by Regent Savage be sent to Mr. Goldman and Mr. Dorsett for these fine gifts to the University.

President Cross stated the faculty of the College of Arts and Sciences is requesting information on the recommendation presented to the Regents at the May 10, 1961 meeting (p. 6810) that the Combined Curricula with Medicine and Dentistry be extended to include approved Colleges of Osteopathy. The matter was referred to a committee of the Regents at that time.

Regent Johnson requested that full information on this matter be sent to him, and the committee (Regents Johnson, Monroe, and Rothbaum) will consider the matter.

After discussion, Regent Monroe moved that the date of the December Regents' meeting be changed to Saturday, December 2, and that the Annual Regents' Dinner be held at noon the same day. Approved.

Regent Rothbaum, Chairman of the Regents' Investment Committee, made the following recommendations:

That J. & W. Seligman & Co. be requested to present a recommendation on the reinvestment of funds in Government bonds maturing November 15, 1961, as follows:

Will Rogers Fund	\$42,791.00
LaVerne Noyes	400.00
Crippled Children's	7,809.00

That the Seligman recommendation be approved when received;

That the \$10,000.00 maturing in the Sallie B. Clark Fund be used to repay a temporary loan from the Lew Wentz Foundation and therefore not be available for reinvestment;

That the following funds be reinvested in the most favorable Government securities, short-term, not to exceed two years:

Lease and Royalty Fund	\$122,500.00
Murray Case Sells, Building Fund	17,400.80
Murray Case Sells Foundation	7,599.20

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That \$10,000.00 of the Murray Case Sells Foundation maturities of November 15, 1961, be used to match the allocation of \$83,333.00 from the National Defense Student Loan Program for the second semester of this year, and that the \$10,000.00 be invested in Government securities maturing about January 15, 1962.

On motion by Regent Rothbaum, the above recommendations were un-animously approved.

Regent Johnson, chairman of the committee appointed to study the clinical laboratories in the Medical Center, stated the committee is not yet ready to make a recommendation but has been studying the matter and may have a report at the next meeting.

President Cross reported the University has received considerable criticism in regard to the closing of the Poison Information Center at the Medical Center. The Center was not an official function of the University but had been in operation on a voluntary basis about 10 years under the direction of the late Dr. Harold A. Shoemaker and was closed because of lack of funds and inadequate personnel. The Regents stated they recognized the importance of this Center to the whole State and expressed the hope that funds could be obtained to continue the operation.

Regent Savage requested that the proper officials at the Medical Center be asked to investigate the possibility of reopening the Poison Information Center.

Regent Davidson stated that if the reopening is impossible on the Oklahoma City Campus something might be worked out on this campus, perhaps with the College of Pharmacy.

President Cross recommended confirmation of the telephone vote on the purchase of carpet for the Center for Continuing Education. This purchase is being routed through Central Purchasing. The details of the acceptable bids are shown below:

Bids were received on 7,200 yards of carpet to be furnished and laid. The figure designated as "A" is a bid price for rubber back carpet for the meeting room areas. The figure designated as "B" is the bid price for carpet and pad for living areas.

1. Longmire and Sons Carpet Co.
Oklahoma City, Oklahoma

Net	A	\$34,836.76	
	B	<u>20,989.23</u>	
			\$55,825.99

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2.	Longmire and Sons Carpet Co. Oklahoma City, Oklahoma			
	Net	A	\$35,504.28	
		B	<u>20,989.23</u>	
				\$56,493.51
3.	Haggard's Incorporated Oklahoma City, Oklahoma			
	All or none total			\$59,815.00
4.	Sears Roebuck & Company Oklahoma City, Oklahoma			
	Net	A	\$35,458.00	
		B	<u>20,072.00</u>	
				\$55,530.00
5.	A. F. Williams Furniture Co. Oklahoma City, Oklahoma			
	Net	A	\$39,105.87	
		B	<u>21,708.54</u>	
				\$60,814.41
6.	A. F. Williams Furniture Co. Oklahoma City, Oklahoma			
	Net	A	\$34,180.08	
		B	<u>21,708.54</u>	
				\$55,888.62
7.	Dorn's Furniture Company Oklahoma City, Oklahoma			
	All or none		\$57,680.00	
	Less 5%		<u>2,884.00</u>	
				\$54,796.00
8.	Miller Floor Company Oklahoma City, Oklahoma			
	Net All or none	A	\$38,001.60	
		B	<u>19,836.00</u>	
				\$57,837.60
9.	John A. Brown Company Oklahoma City, Oklahoma			
	2% 10			
	Lot price bid		\$63,963.00	
	Less 2%		<u>1,279.26</u>	
				\$62,683.74

10.	Trammell Furniture Company Tulsa, Oklahoma		
	Net	A	\$48,974.00
		B	<u>31,138.00</u>
			\$80,112.00
11.	Trammell Furniture Company Tulsa, Oklahoma		
	Net	A	\$34,538.00
		B	<u>31,138.00</u>
			\$65,676.00
12.	Bentley Company Oklahoma City, Oklahoma		
	Net All or none total		\$95,850.00
13.	Montgomery Ward & Company Oklahoma City, Oklahoma		
	Net	A	No Bid
		B	\$17,485.00 (carpet bid not acceptable)

Dorn's Furniture Company, Oklahoma City, submitted the lowest combination bid in the amount of \$54,796.00. President Cross recommended that the contract be awarded to Dorn's Furniture Company which bid, according to specifications and the laying plan, is acceptable.

Approved.

Dr. Johnson raised a question on the matter of requesting telephone or mail votes on items such as the above. All members agreed it would be preferable to call special meetings when emergencies arise if this is possible. In the future this will be done if a member objects to a telephone or mail vote on an item.

President Cross reported the State Regents for Higher Education have allocated to the University of Oklahoma \$7,000,000 from the \$30,500,000 bond issue for repairs and modernization of buildings and for the construction of new buildings.

On October 10 President Cross wrote to all members of the Board of Regents requesting a mail vote on the acceptance of the Forum Building of the Oklahoma Center for Continuing Education and authorization of payment to the contractor, the Superior Contractors, Inc., in the amount of \$100,000.00, leaving a balance of \$26,631.98 due on the contract. The

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amount to be withheld is to cover items and adjustment of the final mechanical and electrical tests which cannot be made until the refrigeration contract is fulfilled. The items to be completed prior to the payment of the \$26,631.98 are:

1. Install tempered glass in stair handrail brackets.
2. Install thermometer with proper range on the chilled water supply and return line to the tunnel.
3. Furnish two (2) microphone bases.
4. Calibrate and check operations of all control devices.
5. Balance all air systems.
6. Perform all work called for under Mechanical Specifications, Paragraph 4-22, DEMONSTRATION OF PERFORMANCE.

The above is more than adequate to complete the final adjustments.

A majority of the Regents indicated approval on the payment of \$100,000.00 and acceptance of the building as recommended by the Director of Physical Plant, the University Architect and the Associate Architects under the conditions specified. President Cross requested confirmation of the mail vote on the matter at this meeting.

Unanimously approved on motion by Regent Monroe.

President Cross recommended that Dr. Joseph W. Kelso retain the title of Professor of Clinical Gynecology and Obstetrics as a member of the faculty of our School of Medicine.

He recommended, however, that Dr. Kelso's original title, Professor of Gynecology, be restored in recognition of the many years of splendid service he gave as Professor of Gynecology before the Departments of Gynecology and Obstetrics were combined.

He recommended also that both titles be listed in the publications of the Medical School.

President Cross recommended that this action not be considered a precedent when similar problems may develop in the future. He stated that he was making the recommendation for restoration of Dr. Kelso's title only because of the unique situation which obtains here--his many

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years of service to the Medical School and his belief that his old title is more effective when he fills speaking engagements in various parts of the country.

Unanimously approved on motion by Regent Johnson.

President Cross stated the situation with respect to availability of electricity remains critical and apparently will continue so until the matter of purchase of electrical power or expansion of the University's power plant is determined.

The recommendation that the Regents authorize the Business Manager of the University to negotiate with suppliers of electrical power for the purchase of power under the most favorable terms of time duration and quantity was approved on motion by Regent Davidson, with the understanding that a report on the results of the negotiations be made to the Regents.

President Cross reported the purchase of furnishings and the construction of sidewalks, driveways and other site improvements for the Center for Continuing Education have all been at a standstill while we waited for a favorable ruling from the Attorney General on a proposal for temporarily financing the completion of the project until state funds become available in July of 1962. On October 13, 1961 the Attorney General ruled favorably on a proposed plan for furnishing the Center but ruled against our request for financing the site improvements. Consequently, since the Center is to be furnished within the next 8 weeks, it is necessary that we construct minimum sidewalks and drives for the use of the Center by January 1 or very shortly thereafter.

Sidewalks and the single driveway to be provided now will be constructed by our Physical Plant Department through the use of regularly budgeted funds. Since the Attorney General's unfavorable ruling on our proposal for site improvements could not be anticipated, we did not circulate written invitations to bid on concrete which is now needed for minimum sidewalks and the driveway. This has been done, however, by telephone and the following telephone bids for 600 yards of ready mixed concrete, which are being confirmed by letter, have been received:

Norman Transit Mix Company, Norman	
Less 25¢ per yard 10th of month	
\$13.25 yard	\$7,950

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Dolese Company, Norman	
Less 25¢ per yard 10th of month	
\$13.25 yard	\$7,950
Norman Lumber Company, Norman	
Less 25¢ per yard 10th of month	
\$13.25 yard	7,950

All bids are based on delivery to job site as needed.

Our Director of Purchasing reports that we have always experienced fixed prices on concrete, as has Central Purchasing. Before calling for bids we checked with Central Purchasing to be sure that our bid list was the same as theirs. Our last large order for mixed concrete was purchased through Central Purchasing and the purchase price was the same as that which has been quoted to us now by the three bidding firms.

Our Director of Physical Plant has expressed a slight preference for the product of the Dolese Company.

In view of the fact that the three companies submitted identical bids, President Cross did not make a specific recommendation but left the matter to the Regents for decision. It was voted to award the contract to Norman Transit Mix Company at their bid of \$13.25 per yard, less 25¢ per yard, 10th of the month; total bid for 600 yards, \$7,950.00.

President Cross presented the following letter from Dean Earl Sneed, Chairman of the Athletic Council, dated October 3, 1961, and recommended the action of the Athletic Council be approved:

"President G. L. Cross
Faculty Exchange

"Dear Sir:

"At a meeting held on 21 September 1961, the Athletic Council considered a recommendation from the Director of Athletics in which the Director requested the Athletic Council to take action restricting the use of the Athletic Department facilities for professional sports promoters.

"The Athletic Department listed the following reasons for requesting this action:

- "(1) Under the recommended policies and practices of the NCAA for intercollegiate contests, it is strongly recommended that member institutions prohibit the use of their facilities by professional sports teams.
- "(2) As an institution or as a department, nothing is gained except slight monetary consideration.
- "(3) Statistics have proved conclusively that where professional sports get a hold in a local community, the intercollegiate program suffers financially.

"By a vote of 6-1, Mr. Oliver Benson casting the dissenting vote, the Council voted to recommend to you, for consideration by the regents, that the use of the Athletic Department facilities be denied professional sports promoters and teams.

Respectfully submitted,

/s/ Earl Sneed"

Approved on motion by Regent Monroe.

The Will Rogers Scholarship Committee recommends a grant for the student shown below and in the amounts given:

<u>Name</u>	<u>Installments</u>		<u>Amount Charged</u>		<u>Total</u>	<u>Handicap</u>
	<u>Number</u>	<u>Amount</u>	<u>W.R.F.</u>	<u>V.R.F.</u>		
Clarence LeRoy Lake	8	\$83.00	\$332.00	\$332.00	\$664.00	Poliomyelitis

President Cross recommended approval of this grant.

Approved on motion by Regent Northcutt.

President Cross reported the allocation to the University from the legislative appropriation made late this summer was increased so little that the budget presented to the Regents at the October meeting was for all practical purposes the same as that which prevailed during the fiscal year 1960-61. At that time it was not possible to determine accurately the effect of our increased enrollment and the \$1.00 per credit hour fee increase on University income. Now that we have reliable information on enrollment and fee income we find that after allowing \$200,000 for the

operating reserve, or contingency fund, plus the savings from all unfilled faculty positions, we shall have approximately \$360,000 available for use during the present fiscal year.

The University has many critical needs and the amount of money available to be added to the budget falls far short of a much greater amount which is needed to enable the University to perform its functions properly and to compete with other universities for qualified personnel. A very careful review of our most critical needs, however, has resulted in the following recommendations:

1. Restore the Physical Plant budget to the 1960-61 figure	\$100,000
2. Restore the Library book fund to the 1959-60 figure	50,000
3. Increase the computer budgets	50,000
4. Classified salary increases	70,000
5. Administrative and academic salary increases, approximately	<u>90,000</u>
	\$360,000

Salary Increases

President Cross stated a careful survey has been made of all administrative and professional salaries and he recommended merit increases for the members of the staff whose names appear on the following pages.

He also stated that more time will be needed in this office and in the offices of the deans of the colleges to prepare recommendations for merit increases for faculty. These increases, which will be limited in number and which will be presented at the December meeting of the Board, will be in addition to those approved at the August meeting.

Approved on motion by Regent Johnson.

The Regents reported that they had agreed to increase the annuity for President Cross in the amount of \$250.00 to be purchased under the same arrangement as the previous annuities.

**ADMINISTRATIVE AND JUNIOR ADMINISTRATIVE STAFF
RECOMMENDED SALARY INCREASES
Effective November 1, 1961**

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
Pete Kyle McCarter	Vice President	12	\$19,000	\$20,000	
Horace B. Brown	Vice President for Business and Finance; Dean, College of Business Adm.	12	18,000	19,000	
Lloyd E. Swearingen	Vice President in Charge of Research & Dev.	12	18,000	19,000	
Earl Sneed	Dean, College of Law; Professor	12	15,900	16,200	
William E. Livezey	Dean, College of Arts and Sciences; Professor	12	15,600	16,200	
James G. Harlow	Dean, College of Education; Professor	12	15,300	15,600	
Glenn C. Couch	Dean, University College; Professor	12	15,000	15,300	
W. H. Carson	Dean, College of Engr. Professor	12	14,700	15,000	
C. M. Sliepcevich	Associate Dean, College of Engineering; Professor	12	14,700	15,000	
Savoie Lottinville	Director, University Press; Professor	12	13,800	14,100	
Thurman J. White	Dean, Extension Division; Lecturer in Education	12	13,500	14,100	
Arthur McAnally	Director of Libraries; Professor	12	13,200	13,500	
J. E. Fellows	Dean of Admissions and Registrar; Professor	12	12,600	12,900	
Donald R. Childress	Associate Dean, College of Business Administration; Professor of Finance	12	12,000	12,900	

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
Richard N. Kuhlman	University Architect; Professor	12	\$12,000	\$12,300	
Ralph W. Clark	Dean, College of Pharmacy; Professor	12	11,700	12,000	
John H. Kuhlman	Director, Physical Plant	12	11,700	12,300	
Clifford J. Craven	Dean of Students	12	11,400	11,700	
Claude Kelley	Assistant Dean for Personnel in Education; Professor	12	10,860	11,124	
D. F. Robinson	Director of Student Health Service	12	12,600	13,200	
Stanley K. Coffman	Assistant Dean, University College; Professor	12	10,596	11,124	
D. R. Kimrey	Director of Purchasing	12	10,596	10,860	
J. C. Mayfield	Director, Book Exchange	12	10,596	10,860	
Oliver D. Johns	Assistant Dean for Projects and the University School; Associate Professor	12	10,344	10,596	
Q. M. Spradling	Controller	12	10,344	10,596	
Garner G. Collums	Director of Housing	12	10,092	10,344	
Loren N. Brown	Coordinating Director, General Services; Extension Specialist III	12	9,384	9,852	
Lendon E. Hunt	Assistant Director of Physical Plant	12	9,384	9,612	
R. L. McLean	Assistant to the Dean, Extension Division	12	9,384	9,852	
Edith Scott	Assistant Director for Tech. Services, Libraries	12	9,156	9,384	
Jodie C. Smith	Associate Dean of Students	12	9,156	9,612	

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
Leonard D. Harper	Director of Employment Services	12	\$8,940	\$9,384	
Maurice K. Temerlin	Director, Guidance Serv; Associate Professor	12	8,940	9,156	
John B. Freeman	Assistant Controller	12	8,724	8,940	
William H. Jordan	Internal Auditor	12	8,724	8,940	
Joseph E. Coulter	Airport Manager; Associate Professor	12	8,724	9,384	
Boyce D. Timmons	Director of Registration	12	8,520	8,724	
Clarence W. Skimmer	Director, Machine Acctg.	12	8,316	8,520	
William J. Mayer-Oakes	Director, Stovall Museum	12	8,316	8,940	
Van Endicott	Superintendent, University Press Printing Div.	12	8,112	8,316	
Dorothy A. Truex	Director of Women's Affairs	12	8,112	8,316	
Jim P. Artman	Editor of University Publ; Assistant Professor	12	7,920	8,112	
Jack D. Lauderdale	Asst. Airport Manager	12	7,728	7,920	
William H. Strickland	Asst. Director, Housing	12	7,536	7,728	
Guy H. Brown	Field Director, Alumni Development Fund	12	7,356	7,536	
Wilson B. Prickett	Asst. Dean, College of Business Administration; Assistant Professor	12	7,356	7,728	
John J. Long	Coordinating Director, Educational Materials Serv; Lecturer in Education	12	7,356	7,728	
Ansley Aynesworth	Assistant Director of Purchasing	12	7,176	7,356	

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
George Wadsack	Asst. to the Dean of Admissions & Registrar	12	\$7,176	\$7,356	
Jack E. Griffin	Assistant Director of Purchasing	12	7,008	7,176	
Ruth Arnold	Director of Admissions	12	6,516	6,672	
J. M. Poynor	Asst. Business Manager, Journalism Press	12	6,516	6,672	
Myrtle B. Kellerhals	Supv. of Food Service, University Housing	12	6,360	6,516	
James W. Stafford	Assistant Director, Book Exchange	12	5,916	6,204	
James W. Andrews	Assistant Director, Book Exchange	12	5,232	5,364	
Racheal Keely	Recorder, Office of Admissions and Records	12	4,980	5,100	

PROFESSIONAL EMPLOYEES

Extension Division:

William R. Brown	Ext. Specialist III	12	6,516	6,840	
Eugene F. Cates	Ext. Specialist III, Dir., School & Community Serv.	12	7,920	8,316	
James R. Galloway	Ext. Specialist III	12	7,008	7,356	
Forrest L. Hayden	Ext. Specialist III, Dir., Short Courses & Conf.	12	7,920	8,316	
Russell R. Myers	Ext. Specialist III, Dir., Correspondence Study	12	6,360	6,672	
Maston L. Powers	Ext. Specialist III, Dir., Bus. & Ind. Services	12	10,092	10,596	
William C. Boren	Ext. Specialist II	12	4,860	4,980	
James H. Ford	Ext. Specialist II	12	6,060	6,204	
William I. Hartman	Ext. Specialist II	12	6,356	7,728	

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
William T. James	Ext. Specialist II	12	\$5,496	\$5,628	
Paul D. Massad	Ext. Specialist II	12	4,512	4,620	
Robert L. Miller	Ext. Specialist II	12	5,628	5,772	
Samuel C. Nigh	Ext. Specialist II	12	8,520	8,724	
Charles E. Porterfield	Ext. Specialist II	12	7,008	7,356	
William K. Powell	Ext. Specialist II	12	8,316	8,724	
Michael D. Pybas	Ext. Specialist II	12	4,512	4,620	
James L. Robinson	Ext. Specialist II	12	6,672	6,840	
Wilson David Steen	Ext. Specialist II	12	7,008	7,356	.17 time for 1961-62
Leon E. Thompson	Ext. Specialist II	12	6,060	6,360	
Joseph Ellis Timken	Ext. Specialist II	12	6,204	6,360	
<u>University Libraries:</u>					
Arrell Morgan Gibson	Archivist, Libraries; Associate Professor	12	8,940	9,156	
Opal Carr	Librarian PIII	12	6,204	6,360	
Christie B. Cathey	Librarian PIII	12	6,360	6,672	
Mary E. Potts	Librarian PIII	12	5,628	6,060	
VaRue L. Bailey	Librarian PII	12	4,860	4,980	
Pat Luster Baker	Librarian PII	12	5,364	5,496	
Marion M. Bergin	Librarian PII	12	4,980	5,100	
Leonard M. Eddy	Librarian PII	12	5,496	5,628	
Lucy Finnerty	Librarian PIII	12	5,496	5,772	
Louise Gibson	Librarian PII	12	4,980	5,232	

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
Jack D. Haley	Librarian PII	12	\$4,188	\$4,296	
Mary Fox Jackman	Librarian PII	12	2,550	2,616	1/2 time
Mary E. Morris	Librarian PII	12 ⁹	2,047	2,110	1/2 time
Brunetta H. Shanklin	Librarian PII	12	4,740	4,860	
Liv L. Smith	Librarian PII	12	4,404	4,512	
Mildred G. Fellows	Librarian PII	12	4,188	4,404	
Eardean Rector	Librarian PI	12	4,404	4,512	
<u>Student Health Service:</u>					
Odie A. Cook	Staff Physician	12	9,384	10,344	<i>resigned</i>
James L. Nicholson	Staff Physician	12	11,124	12,300	
<u>Geological Survey:</u>					
Thomas W. Amsden	Geologist IV	12	10,596	11,124	
W. E. Ham	Geologist IV	12	11,124	11,700	
Louise Jordan	Geologist IV	12	9,612	9,852	
Leonard Wilson	Geologist IV	12 ⁹	11,124	11,700	
John A. Schleicher	Geochemist	12	8,112	8,316	
<u>Other Professional:</u>					
Raymond C. Dragoo, Jr.	Asst. University Arch.	12	7,920	8,316	
Ronald K. Green	Director of Financial Aids	12	7,536	7,728	
Emory H. Miles	Asst. Dir. of Men's Affairs in Chg. of Men's Housing	12	6,204	6,840	
Robert H. Rucker	Supv. of Grounds and Landscape Architect	12	7,176	7,536	
J. Gene Russell	Coordinator of Student Activities	12	5,628	5,772	

<u>Name</u>	<u>Position</u>	<u>Mos.</u>	<u>Present Salary Rate</u>	<u>Recommended Salary Rate</u>	<u>Remarks</u>
Clell C. Warriner	Assistant Director, Guidance Service	12	\$8,520	\$8,724	
Harold Keith	Director, Sports Publicity	12	8,112	8,520	
Elizabeth Stubler	Public Information Editor	12	5,628	6,060	
Pauline C. Keaton	Educational Counselor, Public Information; Assistant Professor	12	7,176	7,356	
Warren E. Moeller	Research Associate, Bureau of Business Research	12	5,364	5,628	

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PERSONNEL

FACULTY

LEAVES OF ABSENCE:

Mendel Glickman, Professor of Architecture, sabbatical leave of absence, September 1, 1962 to June 1, 1963.

George W. Murphy, Professor of Chemistry, sabbatical leave of absence, September 1, 1962 to June 1, 1963.

Charles C. Carpenter, Associate Professor of Zoology, leave of absence without pay, January 16 to June 1, 1962.

Ruth Spalding, Assistant Professor of Library Science, sick leave of absence with full pay, October 14, 1961 to January 15, 1962; \$100 per month, January 15 to June 1, 1962.

APPOINTMENTS:

Florence Imogene Jenkins, Special Instructor in English, part time, September 11, 1961 to June 30, 1962. Salary from Field Development Services.

Joel P. Ketonen, Special Instructor in Marketing, part time, September 22, 1961 to February 1, 1962. Salary from Field Development Services.

James A. Edison, Special Instructor in Mathematics, part time, September 22, 1961 to January 15, 1962. Salary from Field Development Services.

Richard H. Winn, Special Instructor in Mathematics, part time, September 11, 1961 to June 30, 1962. Salary from Field Development Services.

Robert Taylor Lyon, Teaching Assistant in Chemistry, \$400 for 4½ months, 1/4 time, September 1, 1961.

Abdel-Kader Kotb, Teaching Assistant in Petroleum Engineering, \$900 for 9 months, 1/4 time, September 1, 1961.

Amir M. Sarem, Teaching Assistant in Petroleum Engineering, \$900 for 9 months, 1/4 time, September 1, 1961.

CHANGES:

John C. Brixey, Professor of Mathematics; given additional title of Professor of Industrial Management Engineering, September 1, 1961.

November 2, 1961

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Catherine Paulu, Special Instructor in Music, salary increased from \$1,100 to \$1,300 for 9 months, part time, September 1, 1961.

Joel Salzberg, title changed from Graduate Assistant to Special Instructor in English, salary increased from \$333.33 per month, 3/4 time, to \$444.44 per month, full time, October 1, 1961 to January 16, 1962. Returns to Graduate Assistant at 1/2 time second semester.

RESIGNATIONS:

Dan S. Hobbs, Coordinator of Certification and Placement and Lecturer in Education, October 15, 1961.

Margaret E. Gwinn, Special Instructor in Social Work, July 1, 1961.

Harrison Dean Lettermon, Special Instructor in Social Work, July 1, 1961.

GRADUATE ASSISTANTS

APPOINTMENTS:

Ann B. Sanger, Education, \$2,000 for 9 months, 1/2 time, September 1, 1961.

Noel L. Leathers, NDEA, International Studies (History), \$750 for 4½ months, .375 time, September 1, 1961.

Alice Elrod Whatley, Home Economics, \$900 for 4½ months, 1/2 time, September 1, 1961.

David Hogan Marikham, Speech, \$500 for 4½ months, 1/4 time, September 1, 1961.

Charles Neal Wise, Speech, \$500 for 4½ months, 1/4 time, September 1, 1961.

CHANGES:

Donabel Linney, English, changed from \$900, 1/2 time, to \$1,200, 2/3 time, September 1, 1961 to January 16, 1962. Returns to 1/2 time second semester.

Eleanor Jessen Brown, title changed from Chief Psychometrist to Graduate Assistant, Guidance Service, salary changed from \$3,060 for 12 months, 3/4 time, to \$200 per month, 1/2 time, October 1, 1961 to June 1, 1962.

RESIGNATIONS:

Mary Frances Keating, English, October 1, 1961.

Larry K. Warden, Zoology, September 1, 1961.

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NON-ACADEMIC

APPOINTMENTS:

William Henry Bellis, Geologist II, Oklahoma Geological Survey, \$100 per month, 1/4 time, October 9, 1961 to June 1, 1962.

CHANGES:

Bill M. Carroll, Track Coach, salary rate increased from \$6,516 to \$7,500 for 12 months, October 1, 1961.

Howell W. McGee, title changed from Extension Specialist III and Director of Evening Classes to Director of Adult Admissions and Records in the Office of Admissions and Records, salary increased from \$7,920 to \$8,940 for 12 months, November 1, 1961. Junior Administrative Status.

J. M. Foynor, title changed from Assistant Business Manager to Advertising and Business Manager, Student Publications, October 1, 1961.

James E. Swain, Director of Public Information; given additional title of Assistant Director of University Relations, August 31, 1961.

RESIGNATIONS:

Odis A. Cook, Staff Physician, November 10, 1961.

James A. Shaeffer, Archaeologist, Department of Anthropology, November 16, 1961.

DECEASED:

Albert L. Burwell, Industrial Chemist, Oklahoma Geological Survey, September 20, 1961.

MEDICAL CENTER

LEAVE OF ABSENCE:

James P. Dewar, M.D., Professor of Pathology; Director of Surgical Pathology Laboratories, military leave of absence, November 15, 1961.

APPOINTMENTS:

Marshall E. Groover, Jr., M.D., Associate Professor of Medicine, rate of \$10,000 for 12 months, October 1, 1961.

November 2, 1961

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Stanley R. Mohler, M.D., Associate Professor of Research Preventive Medicine and Public Health, clinical rates, October 1, 1961.

Jerry Vernon Tobias, Ph.D., Assistant Professor of Research Communication Disorders, clinical rates, November 1, 1961.

Joella C. Pyeatte, M.D., Instructor in Anesthesiology, clinical rates, October 1, 1961.

Fe Villaflores Loo, B.S.N., Instructor in Maternal and Child Health, School of Nursing, \$5,000 for 12 months, October 1, 1961.

Luther William Crews, M.S.W., Instructor in Preventive Medicine and Public Health, \$6,200 for 12 months, September 1, 1961.

Wolfgang Kari Huber, M.D., Clinical Assistant in Psychiatry, Neurology, and Behavioral Sciences, clinical rates, October 1, 1961.

Ernest George Shadid, M.D., Clinical Assistant in Psychiatry, Neurology, and Behavioral Sciences, clinical rates, October 1, 1961.

Carroll L. Womack, M.D., Clinical Assistant in Surgery, clinical rates, September 1, 1961.

Jake Jones, Jr., M.D., Visiting Lecturer in Pediatrics, clinical rates, October 1, 1961 to July 1, 1962.

CHANGES:

Raymond D. Crews, Business Administrator, Medical Center; Superintendent, University Hospitals, salary increased from \$12,000 to \$13,200 for 12 months, October 1, 1961.

Carl E. Marshall, Ph.D., Consultant Professor of Biostatistics, Department of Preventive Medicine and Public Health, salary changed from clinical rates to \$333 per month, September 1, 1961 to July 1, 1962.

Allan J. Stanley, Ph.D., Professor of Physiology, Director of Animal House, salary increased from \$7,700 to \$9,500 for 12 months, October 1, 1961.

M. Jack Keyl, Ph.D., Associate Professor of Physiology, salary increased from \$8,000 to \$9,000 for 12 months, October 1, 1961.

Joe Mitchell Dabney, Ph.D., Assistant Professor of Physiology, salary increased from \$8,000 to \$8,250 for 12 months, October 1, 1961.

Edward M. Farris, M.D., title changed from Associate Professor of Surgery and Assistant Coordinator of Cancer Teaching, Tumor Clinic, to Associate Professor of Surgery, salary changed from \$1,800 to clinical rates, October 1, 1961.

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Ernest F. Hiser, Assistant Professor of Medical Illustration, given additional title of Director of Art and Photography, salary increased from \$5,700 to \$6,900 for 12 months, October 1, 1961.

John H. Gogerty, Ph.D., Assistant Professor of Pharmacology, Acting Director of Poison Information Center, salary increased from \$7,500 to \$9,000 for 12 months, September 1, 1961.

Marilyn Porter, M.D., Instructor in Pediatrics, salary changed from \$4,250 to \$6,000 for 12 months, September 25, 1961.

Thomas S. Ray, Ph.D., Instructor in Psychology, Department of Psychiatry, Neurology and Behavioral Sciences, salary increased from \$666.66 to \$708.32 per month, September 1, 1961.

Jane Rei Adachi, M.D., Junior Clinical Assistant in Anesthesiology, salary increased from \$3,000 to \$4,200 for 12 months, October 1, 1961.

RESIGNATION:

Herbert H. Janszen, M.D., Associate Professor of Psychiatry, Neurology and Behavioral Sciences, July 1, 1961.

Approved on motion by Regent Davidson.

On motion by Regent Northcutt it was agreed the President of the Board write a letter to Carolyn Watson, Chairman of Homecoming, commending her for the fine work she did on the homecoming activities.

Members of the Board agreed after discussion that Mr. Wilkinson perhaps had done the best coaching job of his career this fall. It was agreed that the members of the Board, individually and as a group, would write a letter to Coach Wilkinson expressing appreciation to him for his splendid coaching of the team.

There being no further business the meeting was adjourned at 11:00 a.m.

Emil R. Kraettli, Secretary