

BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA

The January meeting of the Board of Regents of the University of Oklahoma was held on Thursday, January 14, 1943, in the Office of the President of the University at 11:00 a.m.

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

The minutes of the meeting on December 9, 1942, were approved, each member having been furnished a copy previously.

President Brandt reported that authorization from the Government had been received to move to the University the buildings from the CCC Camp at Watonga, and another one at Stapp, and that Mr. Kraft had inspected the camp at Watonga. President Brandt stated that the housing situation in Norman was very acute and that the number of trainees to be sent to the University by the Army and Navy would be limited to our facilities for housing and messing and to classroom and laboratory space in specialized fields to be included in the War Training Program. He stated that the University would be required to stand the entire expense of moving the CCC buildings and suggested that the Governor be requested to approve a special appropriation for that purpose, providing the Board were favorable to moving the buildings to the University.

Following a discussion, the question of the advisability of acquiring the buildings was referred to Regent Craig for his decision following a conference with Mr. Kraft; and it was voted that the Board would support Mr. Craig's decision.

President Brandt recommended that Robert M. Henry be granted a scholarship in English 167 waiving the fee in that course to cover his reenrolment for the second semester. Mr. Henry expects to be called for military service and will probably be in the University only a very short time.

The recommendation was approved.

President Brandt recommended that Joe Randolph Bradley, Jr., be approved for a loan of \$150.00 from the J. Roy Williams Fund.

Approved.

The following resignations were presented and accepted:

Vernon A. Musselman, Assistant Professor of Commercial Education,
January 15, 1943.

Lowell E. Haas, Instructor in Mechanical Engineering, January 15, 1943.

Anne B. Bailey, Assistant in Home Economics, January 15, 1943.

Ima Venable, Acquisition Head, University Library, January 1, 1943.

Gene Woodruff, Librarian, Department of Chemistry, January 1, 1943.

Franklin W. Harris, Radio Technician in Radio Station WNAD,
December 11, 1942.

Arlene Garner, Secretary in Radio Station WNAD, December 15, 1942.

Dorothy Lockett, Secretary to the Director, Extension Division,
November 30, 1942.

Juanita Saylor, Secretary in the Lecture and Entertainment Bureau and
Photographic Department, Extension Division, February 1, 1943.

Betty Copmann Lynn, Proofreader, University Press, January 4, 1943.

Anna Belle Rouse, Mimeograph Operator, University Press, January 9,
1943.

Bayden L. Bashe, Secretary to the Dean of the College of Arts and
Sciences (temporary appointment), January 10, 1943.

Gertrude Jensen, Secretary, General Service, services discontinued
December 19, 1942.

O. K. Wilcox, Greenhouse Assistant, Department of University Utilities,
December 1, 1942.

H. C. Brown, Assistant, Campus Upkeep, Department of University
Utilities, December 1, 1942.

President Brandt recommended that leaves of absence be granted
for the following:

Margaret Stephenson, Counselor of Women, to date from January 11,
1943, to accept a commission as Lieutenant in the SPARS.

Spencer H. Norton, Professor of Music, to date from January 15, 1943,
in order to teach Air Navigation (as a civilian) at Curtis Field,
Brady, Texas. Mr. Norton expects to receive a commission in the
Army Air Forces in the near future.

R. W. Harris, Associate Professor of Paleontology, to date from January 15, 1943, for the purpose of working on Petroleum Research Problem at Midland, Texas, with Phillips Petroleum Company.

Claude A. Campbell, Assistant Professor of Finance, desires to make application for a commission as an instructor in the Air Corps; and President Brandt recommended that he be permitted to make such an application and upon approval that he be granted a leave of absence.

Arthur T. Meyer, Assistant Professor of Music, to date from January 15, 1943. Mr. Meyer has received an appointment as Ground Instructor at Cimarron Field, Yukon, Oklahoma.

Virginia Morris, Instructor in Physical Education for Women, to date from January 15, 1943, to serve with National Red Cross as Assistant Director of Recreation in an overseas service club.

R. Wendell Tomberlin, Instructor in Art, to date from January 19, 1943, has been called under Selective Service.

Elizabeth Halbert, Reference Assistant in the University Library, extension of leave of absence to March 1, 1943, because of illness.

All leaves were granted as recommended except for Margaret Stephenson, Counselor of Women. There was a discussion concerning the question of granting leaves of absence to employees in administrative positions or deans who are not on permanent tenure. President Brandt stated Miss Stephenson had received an appointment in the newly formed SPARS, Women's Reserve of the Coast Guard, and that she had reported for duty on January 12, 1943.

It was voted to approve a leave of absence for Miss Stephenson from January 12 to July 1, 1943, but that Miss Stephenson notify President Brandt not later than June 1 of her intentions as of and after July 1, 1943.

President Brandt's recommendation that Virginia Reinecke, Assistant Counselor of Women and Director of Student Activities in the Oklahoma Memorial Union, be appointed Acting Counselor of Women, effective January 12, 1943, replacing Margaret Stephenson, was approved. There was a discussion concerning an adjustment in her salary. The motion was made, seconded, and carried that she be paid \$285.00 a month for the remainder of the fiscal year beginning January 12, 1943.

President Brandt also recommended adjustments in salaries for Mrs. Ruth Roys, Secretary in the Counselor of Women's Office, from \$125.00 to \$135.00 a month beginning January 12, 1943; and for Mrs. Martha E. Perry,

Stenographer in the Counselor of Women's Office, from \$75.00 to \$125.00 a month beginning January 12, 1943.

The recommendations were approved.

The Board adjourned for lunch in the Union Building at 12:45. The following were invited as guests and each one reported on the phase of activity as indicated:

Virginia Reinecke, who was elected Acting Counselor of Women during the morning session, reported on the activities in the Office of the Counselor of Women.

Cortez A. M. Ewing, Professor of Government, reported on the V¹ and V⁷ Naval Reserve Programs.

Captain John F. Donelson, Commandant of the N.R.O.T.C., reported on the Naval Training Program and the Naval R.O.T.C.

Walter W. Kraft, Superintendent of University Utilities, reported on the housing program and CCC Camps.

Eugene Springer, Professor of Mathematics, reported on the Enlisted Army Reserve Program.

J. B. Cheadle, Dean of the Faculty, reported on the proposed program for the training of officers for the occupied territories.

John G. Hervey, Dean of the School of Law, reported on the fraternity house situation as it affects University housing for the War Training Program for college students.

Fayette Copeland, Counselor of Men, reported on the housing situation.

Lieutenant Colonel Charles H. Brammell, Commandant of the R.O.T.C., reported on the University R.O.T.C.

President Brandt reported on the War College Training Program that is under consideration by both the Army and the Navy.

The Board reconvened at 2:15 p.m.

President Brandt recommended approval of the following appointments to the position, at the salary, and for the term indicated in each case:

William Hanson Hall, Instructor in Physics, at a salary of \$200.00 a month, to date from January 18, 1943 to January 18, 1944.

Leroi Beck, Jr., Graduate Assistant in Physics, at a salary of \$75.00 a month, to date from January 18, 1943 to January 18, 1944.

Maxine Richardson, Instructor in Physical Education for Women at a salary of \$200.00 a month, to date from January 15 to May 15, 1943 (4 mos.), replacing Virginia Morris who is requesting a leave of absence.

Patrina Kelley, Instructor in Commercial Education, at a salary of \$150.00 a month, effective January 14, 1943, replacing Vernon A. Musselman, resigned.

B. C. Miller, Instructor in Welding, at a salary of \$75.00 a month for part time service, effective December 28, 1942.

✓ Mary Stith, Assistant Editor, University Press, at a salary of \$150.00 a month, effective January 21, 1943, replacing John Scoon who resigned October 1, 1942.

Elsie Irene Ragsdale, Proofreader in Printing Division of the University Press, at a salary of \$100.00 a month, effective January 4, 1943, replacing Betty Copmann Lynn who resigned January 4, 1943.

Patti Patton, Reference Assistant in the University Library at \$100.00 a month, transferred to position of Acquisition Head at a salary of \$110.00 a month, effective January 1, 1943, replacing Ima Venable, resigned.

Vivian Barr, Librarian in the Department of Chemistry, at a salary of \$95.00 a month, effective January 15, 1943, replacing Gene Woodruff who resigned on January 1, 1943.

Alda Mae Groenewold, Chief Technician in Radio Station WNAD, effective December 14, 1942, at a salary of \$100.00 a month to January 18, 1943, and at \$75.00 a month after January 19, 1943, replacing Franklin W. Harris who resigned on December 11, 1942.

Bettye J. Kellerman, Secretary in Radio Station WNAD, salary at the rate of \$95.00 a month, effective December 15, 1942, replacing Arlene Garner who resigned on that date.

Josephine Bowen Battenfield, transferred from position of Secretary in Radio Station WNAD at \$95.00 a month to Secretary to the Director of the Extension Division at a salary of \$120.00 a month, effective December 1, 1942.

Arlene Garner, Secretary in Radio Station WNAD, at a salary of \$95.00 a month, effective December 1, 1942. Miss Garner resigned on December 15, 1942.

O. K. Wilcox, Greenhouse Assistant, Botany Department Research Project, at a salary of \$125.00 a month, effective December 15, 1942.

Eleanor F. Read, Secretary in Lecture and Entertainment Bureau and Photographic Department, Extension Division, at a salary of \$85.00 a month, effective February 1, 1943.

Katherine W. Miller, Assistant in Home Economics (Nursery School), at a salary of \$100.00 a month, effective January 17, 1943.

The appointments were approved.

At the suggestion of Regent Noble, President Brandt was requested to submit a summation of the University budget since July 1, 1942, the beginning of the current school year; also that in the future when changes in the budget are recommended such changes be accompanied by a statement showing just how the budget will be affected by either increases or decreases.

President Brandt recommended that the salary of Myrtle Helen Lancey, Bookkeeper in the University Press, be increased from \$110.00 to \$135.00 a month, effective January 1, 1943. He stated that Miss Lancey had been offered a position at the Douglas Aircraft Company at a considerably higher salary but was willing to remain if her salary could be adjusted as above indicated.

The recommendation was approved.

President Brandt submitted a recommendation from Mr. Kraft for adjustments in salaries for a number of employees in the Utilities Department. Following a discussion, Mr. Kraft's recommendation was referred to Regent Craig for conference with Mr. Kraft. It was voted that Mr. Craig's decision would be unanimously accepted by the Board and that the Secretary be authorized to make Mr. Craig's recommendation a part of the minutes of this meeting.

The following is the revised recommendation of Mr. Kraft as approved by Regent Craig in his letter to the Secretary under date of January 20, 1943, which is shown below. Regent Hopper approved the recommendation in a letter dated January 21, 1943.

"January 20, 1943.

"At the request of the Board at its last meeting I have attempted to analyze the proposed salary increase submitted by Mr. Kraft for the Utilities Department.

"With the information at hand I could not attempt to pass on the individual increases and Mr. Kraft may actually feel that it will take the increase proposed in each case in order to hold the employees and I am willing to vote for the adoption of the proposed monthly salary;" *****

DEPARTMENT OF UNIVERSITY UTILITIES

SCHEDULE OF PROPOSED SALARY ADJUSTMENTS JANUARY 1, 1943

	<u>Jan., 1943</u> <u>Salary</u>	<u>Proposed</u> <u>Increase</u>	<u>Proposed</u> <u>Salary</u>
<u>6000A Office of Superintendent:</u>			
Elsie J. Ashley	\$135.00	\$ 5.00 \$ 5.00	\$140.00
<u>6004A Campus Upkeep:</u>			
W. D. Hooper	\$ 95.00	\$15.00	\$110.00
Lee Jones	95.00	15.00	110.00
H. E. Stanley	95.00	15.00	110.00
Ollie Jones	95.00	15.00	110.00
C. Vanness	95.00	15.00	110.00
H. L. Campbell	90.00	15.00	105.00
Vacancy	90.00	15.00	105.00
Vacancy	90.00	15.00	105.00
		\$120.00	
<u>6005A Janitors:</u>			
C. M. Mitchell	\$145.00	\$15.00	\$160.00
J. L. Sullivan	105.00	15.00	120.00
J. B. Blankenship	105.00	15.00	120.00
R. P. Smith	105.00	15.00	120.00
J. T. Scott	105.00	15.00	120.00
W. M. Lockett	105.00	15.00	120.00
B. M. Russell	105.00	15.00	120.00

	<u>Jan., 1943</u> <u>Salary</u>	<u>Proposed</u> <u>Increase</u>	<u>Proposed</u> <u>Salary</u>
<u>Janitors cont.</u>			
Otis Johnson	\$100.00	\$15.00	\$115.00
L. A. Russell	105.00	15.00	120.00
W. F. Haxel	105.00	15.00	120.00
W. B. Corbin	100.00	15.00	115.00
S. C. Scott	100.00	15.00	115.00
Floyd Koonce	105.00	15.00	120.00
J. H. Burke	90.00	15.00	105.00
Thurman Burkett	105.00	15.00	120.00
W. F. Duty	105.00	15.00	120.00
Charlie Goins	100.00	15.00	115.00
Orville C. Collins	95.00	15.00	110.00
Charles E. Coles	90.00	15.00	105.00
James H. Collins	85.00	15.00	100.00
H. L. Wilkerson	85.00	15.00	100.00
Vacancy	80.00	15.00	95.00
		<u>\$330.00</u>	

6008A Telephone:

Gertrude Maple	\$ 85.00	\$ 5.00	\$ 90.00
May McNatt	80.00	10.00	90.00
		<u>\$15.00</u>	

6100A Repairs and Improvements:

C. C. Huddleston	\$100.00	<u>\$15.00</u>	\$115.00
		<u>\$15.00</u>	

19.02

Jesse Bolin	\$110.00	\$ 5.00	\$115.00
Ed Hill	140.00	5.00	145.00
John Gallagher	100.00	10.00	110.00
Jake Kaplan	210.00	10.00	220.00
		<u>\$30.00</u>	
Total increase		\$515.00	

President Brandt reported that in combining the Department of Physiology with the Department of Animal Biology it became necessary to coordinate courses and corresponding fees and deposits. The courses formerly listed in Physiology have now taken on numbers in Animal Biology. The courses in Animal Biology have "Deposits" whereas the courses in Physiology had "Fees." Mr. Brandt recommended that the following "Deposits" be approved for the Animal Biology courses which were formerly listed as Physiology courses:

Animal Biology 10	Deposit	\$ 5.00
Animal Biology 25	Deposit	11.00
Animal Biology 113	Deposit	6.00
Animal Biology 312	Deposit	6.00
Animal Biology 313	Deposit	6.00
Animal Biology 314	Deposit	6.00
Animal Biology 315	Deposit	6.00

New Course in Plant Sciences

Bacteriology 280	Deposit	\$10.00
------------------	---------	---------

The recommendation was approved.

President Brandt submitted recommendations for changes in the Medical School and Hospitals which were presented by H. A. Shoemaker, Assistant Dean. It was voted to refer these changes to Regent Chambers for his recommendation, that his action be recorded as the action of the Board, and that the Secretary be instructed to include the recommendations in the minutes of this meeting.

The recommendations were mailed to Regent Chambers and the action in each case was as indicated below:

School of Medicine

Resignation

L. K. Chont, Assistant in Radiology, December 10, 1942.

Accepted.

University and Crippled Children's Hospitals

Resignations

Erik R. Eselius, Assistant Director of Laboratories,
February 1, 1943.

Mary Jo Burns, Invoice Clerk, December 9, 1942.

Wilma McCoy, Night Nursing Supervisor, Children's Hospital,
December 13, 1942, to enter armed forces.

Marguerite Heinz, Pediatric Supervisor, December 31, 1942.

Mary F. Thweatt, Assistant Superintendent of Nurses, Children's
Hospital, December 31, 1942.

Floe Caskey, Head Nurse, December 26, 1942.

Mary Elwell, Head Nurse, December 14, 1942.

Margaret Green, General Staff Nurse, December 31, 1942.

Harvey Booze, Head Yard Man, December 6, 1942.

Grace Holden, General Staff Nurse, November 30, 1942.

Martha Gist, General Staff Nurse, December 7, 1942.

Frances Reyburn, General Staff Nurse in Central Supply Room,
November 30, 1942.

Resignations cont.

Charlie Passmore, Janitor, November 17, 1942.
 Sam Lewis, Janitor, December 8, 1942.
 Lee Brown, Janitor, December 31, 1942.
 Lumir Sudik, Janitor, December 20, 1942.
 Edna L. Mills, General Staff Nurse, December 31, 1942.
 Louis E. Silverthorne, Senior Intern, December 31, 1942.

Accepted.

Promotions

Bernita Stacy, from Storeroom Clerk to Laboratory Assistant, salary increased from \$75.00 to \$80.00 a month, January 1, 1943. Salary is to be increased to \$85.00 a month if services are considered satisfactory after one month's service.

Rosa Corrie, from Head Nurse to Evening Supervisor, salary increased from \$90.00 to \$105.00 a month, January 1, 1943.

Jeanette Bailey, from General Staff Nurse to Head Nurse, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

Ruby Roepe, from Head Nurse to Pediatric Supervisor, salary increased from \$90.00 to \$115.00 a month, January 5, 1943.

Trebreh Ricks, from General Staff Nurse to Head Nurse, Children's Nursery and Formula Laboratory, salary increased from \$80.00 to \$90.00 a month, January 5, 1943.

Effie K. Root, from Nursing Supervisor in Outpatient Department to Assistant Superintendent of Nurses, salary increased from \$90.00 to \$135.00 a month, January 1, 1943.

Ethel Garrett, from Head Nurse to Nursing Supervisor in Outpatient Department, salary increased from \$90.00 to \$100.00 a month, January 1, 1943.

Bonnie Trinke, from General Staff Nurse to Head Nurse, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

Lillian Swain, from General Staff Nurse to Head Nurse, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

Jean Beaty, from General Staff Nurse to Head Nurse, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

Betty Warhurst, from General Staff Nurse to Head Nurse on Obstetrical Ward, salary increased from \$80.00 to \$90.00 a month, January 1, 1943.

Approved.

Salary Adjustments

Florine Fox, Assistant Cashier, salary increased from \$85.00 to \$100.00 a month, January 1, 1943.

Paul Purdy, Machine Bookkeeper, salary increased from \$125.00 to \$130.00 a month, January 1, 1943.

Irene Ashby, Cashier, salary increased from \$100.00 to \$105.00 a month, January 1, 1943.

J. D. Everett, Head Bookkeeper, salary increased from \$125.00 to \$135.00 a month, January 1, 1943.

Salary Adjustments cont.

- Joseph Stambek, Chief Bracemaker, salary increased from \$235.00 to \$250.00 a month, January 1, 1943.
- Lester Sabolich, Assistant Bracemaker, salary increased from \$100.00 to \$110.00 a month, January 1, 1943.
- Lizzie Jackson, Nursing Supervisor in Outpatient Department, Children's Hospital, salary increased from \$90.00 to \$100.00 a month, January 1, 1943.
- Kathryn Barron, Physical Therapist, salary increased from \$85.00 to \$100.00 a month, January 1, 1943. Mrs. Barron was employed with the understanding that if her services were satisfactory her salary would be increased after three months' service.
- H. Thompson Avey, Director of Outpatient Department, salary increased from \$200.00 to \$250.00 a month, January 1, 1943. This increase has previously been approved by the Board of Regents.
- William Clyde Hopson, Chief X-Ray Technician, salary increased from \$200.00 to \$225.00 a month, January 1, 1943.
- A. C. Outlaw, Maintenance Man, salary increased from \$110.00 to \$120.00 a month, December 1, 1942.
- Virginia Montgomery, Technician, salary increased from \$90.00 to \$100.00 a month, plus meals and laundry, January 1, 1943.

Approved.

Appointments

- ✓ Mildred T. Gossett, Secretary to Medical Director, salary \$160.00 a month, January 1, 1943.
- Norma June Smith, Stenographer in Social Service, salary \$85.00 a month, December 7, 1942.
- Freeda Housley, Head Nurse, salary \$90.00 a month, January 4, 1943.
- Helen Hussey, General Staff Nurse, salary \$80.00 a month, December 28, 1942.
- Mabel Ruth Wisler, General Staff Nurse, salary \$80.00 a month, January 1, 1943.
- Imogene Dick, General Staff Nurse, salary \$80.00 a month, November 23, 1943.
- Denton L. Field, Janitor, salary \$75.00 a month, December 16, 1942.
- Edmond K. Riddle, Janitor, salary \$75.00 a month, December 16, 1942.
- William Edward Liles, Janitor, salary \$75.00 a month, January 1, 1943.
- John Stennett, Janitor, salary \$75.00 a month, December 29, 1942.
- James Barton, Janitor, salary \$75.00 a month, December 30, 1942.
- Fred Austin, Janitor, salary \$75.00 a month, January 5, 1943.
- Frank W. Davis, Mechanic, salary \$120.00 a month, December 7, 1942.
- Marvin Hall, Laundryman, reemployed on December 7, 1942, salary \$100.00 a month.
- A. W. Hall, Laundryman, salary \$75.00 a month, December 1, 1942.
- Marie McLain, Admitting Clerk, salary \$85.00 a month, December 14, 1942.

Approved.

President Brandt reported that at the suggestion of some of the alumni he had asked Senator Nance to introduce a bill in the Legislature providing that the Board of Regents of the University be made a constitutional board through an amendment. Mr. Brandt stated that a similar bill was to be introduced by the Oklahoma A. and M. College. The bill for the University would provide that all of the present members of the Board of Regents should continue on the Board until the expiration of their respective terms.

The matter was discussed but no action was taken.

President Brandt brought up again the question of a contract for radio news service to be installed for use by Radio Station WNAD and read the following letter from Miss Virginia Hawk, the Director:

"January 13, 1943.

"For some time it has been suggested that a radio news service be installed for use by WNAD. We are now asking that a budget of \$110.00 monthly be granted to Station WNAD for the installation and operation of this radio news service.

"We believe that if this request can be approved it will benefit the station and the university in the following ways:

1. WNAD is setting aside a period from 3:00 to 4:00 PM daily for classroom listening in the schools of Oklahoma. This is in connection and with the cooperation of the State Department of Education. The State Department of Education believes that since WNAD has such a wide state coverage and is the only educational radio station in the state that much real benefit would be derived from a daily fifteen minute interpretative news period for the students of the schools of Oklahoma. This proposed news period would be scheduled in the regular period for classroom listening. Material for these interpretative newscasts would in a large part come from the proposed radio news service at WNAD. This one item would mark a new and progressive step in education through radio.
2. It is apparent that some authoritative and unified system of communicating news to university students will clarify facts and situations which breed rumors. Through regular and comprehensive newscasts WNAD will not only be able to present a clear national picture to its listeners by means of a radio news wire but will at the same time present authoritative and factual newscasts effecting the university by local coverage.
3. WNAD will, in the near future, inaugurate a daily fifteen minute program on the 'Impact of the War on Oklahoma.'

This schedule of broadcasts will stem from important news released by the Office of War Information and will inform the people of Oklahoma regarding urgent needs in wartime living. WNAD may be the first official radio outlet in Oklahoma for essential information during wartime. A radio news wire in the studios of WNAD will be essential to supplement and orient the information from OWI in Washington.

4. In a recent survey it was discovered that over 80 per cent of the American people received their news by radio. From the results of this survey it is apparent that Station WNAD is not fulfilling one of its basic functions as an educational station. The addition of a radio news wire, especially at the present time, would increase WNAD's prestige not only locally but also in a national sense.
5. A more thorough and understanding presentation of world news can be broadcast over WNAD than any other Oklahoma station (from the viewpoint of Oklahoma) because a majority of Oklahoma's foremost authorities in Economics, Government, History and other educational fields which are related to current events are available at the University. The fact that the station would have regular newscasts would add emphasis to any broadcasts made by an authority on the campus.
6. Complete newscasts over WNAD at regular intervals will serve to hold a steadily increasing WNAD listening audience and create a new interest for listeners who use radio as their principal medium for news.

"The principal urgency for the immediate installation of the radio news line is:

1. In a short time the technical equipment may no longer be available to us.
2. The war situation places a new emphasis on presenting news to the public in a lucid and straightforward manner.

"We will appreciate your consideration of the above request and its submission to the University Board of Regents."

Following a discussion, it was voted to refer the matter to Regents Wimberly and McBride for their consideration and recommendation.

President Brandt read a letter from Dale Arbuckle, Director of Athletics, on the financial situation in the Athletic Department, the purpose of the letter being to make a formal request that the University assume the salaries of the coaching staff; Harold Keith, Director of Sports Publicity; and Bill Cross, Business Manager of Athletics, beginning January 1, 1943, or as soon thereafter as possible, because the income during the past season had dropped approximately 66 per cent below last year's receipts.

President Brandt stated that the status of the University budget did not permit taking over the salaries at this time and no further action was taken by the Board.

President Brandt reported that the following employees who have been on leaves of absence are returning to their positions on the dates indicated:

J. S. Walton, Professor of Chemical Engineering, January 23, 1943.

W. C. Bednar, Associate Professor of Petroleum Engineering, January 15, 1943.

Naomi H. Wall, Secretary to the Dean of the College of Arts and Sciences, January 7, 1943.

President Brandt presented a letter from Robert H. Dott, Director of the Oklahoma Geological Survey, recommending that a leave of absence be granted William E. Ham, Assistant Geologist, who has been contacted regarding a war service appointment as Assistant Geologist with the Mississippi River Commission (directed by U.S. Army Engineers) for a period of six months. The appointment has not actually been made and Mr. Ham has not decided definitely to accept the position if it is offered.

It was voted to grant Mr. Ham the leave of absence if and when he accepts such an appointment.

President Brandt stated that Dr. W. A. Fowler, Director of the Student Health Service, had asked to appear before the Board to discuss the financial situation in the Infirmary. Dr. Fowler was invited to the meeting. He stated that with a fee of \$3.50 per student each semester the income had never been sufficient to provide the medical service needed for university students and that with the decline in enrolment he is faced with a substantial deficit at the end of the current school year. The only

solution is an increase in the fee, which under the state law is impossible without approval by the State Regents for Higher Education and the State Legislature. He discussed the desirability of increasing the staff and the necessity of increasing salaries in order to retain the present staff.

Regent Noble requested that a statement be prepared giving a history of the operation of the Infirmary from the year prior to Dr. Fowler's administration and coming through to this date.

It was voted to authorize the President of the University to request the Legislature, through the State Regents for Higher Education, to adjust the health fees in order to provide funds for the operation of the Infirmary, the retirement of bonds, and the payment of interest on bonds.

President Brandt read a letter from Dr. H. A. Shoemaker, Assistant Dean of the School of Medicine, concerning admission requirements in the School of Medicine as follows:

"January 9, 1943.

"Pursuant to a Resolution passed by the Association of American Medical Colleges in Louisville, Kentucky, in October, 1942, the Executive Committee of the faculty of the School of Medicine voted to change the requirement for admission to the School of Medicine from the present ninety (90) semester hours to sixty (60) semester hours for the duration of the war.

"The requirements therefore will read, 'A degree of Bachelor of Arts or Bachelor of Science, including the specified requirements mentioned below, or the completion of at least sixty semester hours (exclusive of physical education and military science) in an accredited college or university.' The specified requirements are general chemistry, eight hours; organic chemistry, four hours; physics, eight hours; biology, eight hours, English literature and composition, six hours. At least thirty hours of the sixty hours minimum requirements must be completed in a senior college.

"The faculty of the School of Medicine has not yet acted on this requirement, but I thought you might like to present it to the Board of Regents for their next meeting."

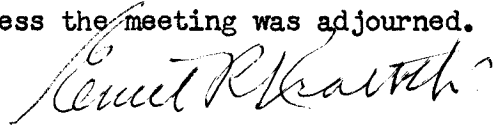
President Brandt recommended approval by the Board of Regents, subject to the recommendation of the Dean and the Faculty of the School of Medicine. If any change is made, it is imperative that the announcement be made at the earliest possible date, and for that reason Mr. Brandt

1293

asked the Board of Regents to take conditional action at this time.

The recommendation was approved. (The Faculty of the School of Medicine met on Monday, January 18, 1943, and approved the change in requirements for admission.)

There being no further business the meeting was adjourned.

A handwritten signature in cursive script, appearing to read "Emil R. Kraettli".

Emil R. Kraettli, Secretary.