

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

March 26, 1940

For the confidential information
of the Board of Trustee

49447 CURTIS 1000 ING., ST. PAUL, MINN.

A meeting of the Board of Trustees of the University of Wyoming was called to order by President Bond at 9:45 o'clock a.m., Tuesday, March 26. Those present included Mrs. Harriett T. Grieve, Mr. D.P.B. Marshall, Mrs. Evelyn S. Plummer, Mr. Victor J. Facinelli, Mr. Ralph S. Linn, Mr. Frank A. Barrett, Mr. Peter Sill, Mr. Milward L. Simpson, and Dr. A.G. Crane.

After roll call the Trustees went to Old Main auditorium where bids as advertised for the new women's dormitory were received and opened at 10 o'clock as follows:

Name of Contractor	Bid No. 1. Base building as shown without basement rooms	Bid No. 2 Finish basement rooms
James Leck Co.	\$177,981.00	\$6,985.00
Green Brothers	175,800.00	8,500.00
Wyoming Construction Co.	199,019.63	8,306.89
Fuller Construction Co.	185,947.00	7,690.00
Woehler and Force Co.	176,300.00	7,740.00
Wyoming Improvement Co.	191,900.00	9,000.00
Spiegelberg Lumber Co.	183,000.00	7,300.00
Brown and Schrepferman Co.	192,467.00	8,450.00

The Trustees immediately returned to the board room for a study of the bids. Upon the motion of Mr. Barrett, seconded by Mr. Linn and carried, the Secretary was instructed to call the office of the Secretary of State in order to ascertain if the three low bidders, namely James Leck Co., Green Brothers, and Woehler and Force Co., could do business in this state as Wyoming corporations or companies. The Secretary of State reported that the James Leck Co. and Woehler and Force were so qualified. He had no record of Green Brothers.

Mr. Linn then moved that Bid No. 1 and Bid No. 2 be added together and this sum be the contract price for the construction of the building. The motion was seconded by Mr. Marshall and carried.

Mr. Simpson moved that we accept the combination bid of Woehler & Force, a Wyoming corporation and the low bidder, for the sum of \$184,040.00. This motion was seconded by Mr. Sill and carried.

Roll call

Bids opened for
Women's Dormitorylow bidders are
Wyoming CorporationsBid #1 and Bid #2
contract priceBid of Woehler and
Force Co. accepted

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Mr. Facinelli moved that a contract between the Trustees and Woehler and Force be drawn; that, upon approval of the Attorney General, the President and the Secretary of the Board are authorized to sign and execute this document; that the Secretary is instructed to give official notice of this award to the contractor; and that the contractor be required to qualify by furnishing the required bond and complying with Wyoming Workmen's Compensation laws. The motion was seconded by Mrs. Plummer and carried.

President & Secretary
to sign and execute
contract

Mr. Linn then moved that the order of low bids received is:

1. Woehler and Force Co.	\$184,040.00
2. Green Brothers	184,300.00
3. James Leck Co.	184,966.00

Low bidders

all residents of Wyoming and that, in the event of the failure of the low bidder to qualify, the President and Secretary of the Board are authorized, upon the approval of the contract by the Attorney General, to make said contract with the next low bidder or bidders in the order named without reconvening the board. Motion seconded by Mr. Marshall and carried.

If low bidder fails to
qualify, President and
Secretary may make
contract with next
low bidder

It was then moved by Mr. Simpson, seconded by Mr. Marshall and carried, that the Board wishes to compliment the Administration and the Buildings and Grounds Department upon the completion of such excellent quarters for the Board.

The Trustees then received Gregg Smith and Mr. Hale of the Northwestern National Life Insurance Co. and Mr. Roberts, vice-president and general counsel of the Minnesota Mutual Life Insurance Co. This conference brought out that our retirement plan, for the present at least, appears to be lost due to the failure of the contract between the Trustees and these insurance companies to be approved by the Wyoming State Insurance Commissioner. The Secretary was instructed to call and invite Mr. McDonald, State Insurance Commissioner, to this board meeting for a conference. Mr. McDonald, being out of the state, this conference could not be arranged.

Retirement

Contract not approved
by insurance commission

McDonald could not
be present at meeting

Mr. Simpson moved that the deadline for the acceptance of the retirement

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plan by University employees be extended to July 1, 1940, and that a committee of Trustees be appointed to work with the retirement committee and the insurance commissioner. Mr. Marshall, Mr. Simpson and Mr. Sill were appointed members of this committee. The motion was seconded by Mrs. Plummer and carried.

Retirement acceptance date moved up to July 1, 1940

Then followed a discussion of the renewal of President Crane's contract. Mr. Simpson was requested to read his own informal notes and minutes of the executive session held at the Connor Hotel on January 7th, 1940.

President Crane's contract discussed

The Secretary was instructed to include the following as a matter of record in the minutes of this meeting: "The Board in general was not apprised of President Crane's willingness to meet with the Trustees on that evening due to the fact that President Bond counseled him not to meet with the Board on that occasion."

The board then went into executive session at 5:20 p.m. President Crane and the Secretary retired. The Board recessed for dinner at 7:00 o'clock p.m., reconvened at 8:45 p.m., and the executive session was resumed. The Board recessed at 10:15 until 9:00 o'clock a.m., March 27th. A roll call at this hour failed to show a quorum. Business was resumed at 11:45 a.m. with the same members present as on the previous session.

Quorum not present

Mr. Facinelli read and moved adoption of the following resolution. The motion was seconded by Mr. Barrett and carried.

Resolution

WHEREAS, widespread misinformation has been circulated throughout the State as to the management of the University of Wyoming, and,

WHEREAS, due to the great growth and consequent increased volume of business some of the financial and business affairs of the University have been handled in a decidedly loose and unsatisfactory manner and the Trustees have determined that drastic, effective and immediate steps must be taken to correct that situation, and

WHEREAS, it is to the best interests of the people of the State of Wyoming that the management of the University be handled in substantially the same manner as other great and progressive State Universities, and in keeping with sound business policies. To that end the business administration, purchasing activities, financial affairs, public relations in business matters with other departments of the State and that the several business offices of the Institution be consolidated with and centered in the hands of a

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Comptroller appointed by and be under the supervision of and answerable only to this Board, and,

Comptroller

WHEREAS, the President of the University shall have jurisdiction over the academic and instructional work of this University. That by reason of the fact that the duties and services of the President are considerably reduced under the division of powers and duties above mentioned that the salary of the President be lowered from \$8,000.00 to \$6,000.00 per year, and

President's salary reduced

WHEREAS, the changes aforesaid will affect tremendous savings to the taxpayers of this State, and place the University of Wyoming on a sound business and financial basis,

NOW, THEREFORE, in order to carry out the proposed changes in the administration of the affairs of the University of Wyoming;

BE IT RESOLVED, that the By-laws of this body be amended and modified to conform to the foregoing.

By-laws amended

It was then moved by Mr. Linn, seconded by Mr. Simpson and carried that revision of by-laws be the next order of business.

The Trustees adjourned for lunch. Upon reconvening, Mr. Simpson read the proposed changes in the by-laws and moved their adoption. This motion was seconded by Mr. Sill and unanimously adopted by roll call vote to take effect March 27, 1940.

Changes in by-laws adopted

Mr. Marshall moved that the previous appointments made by the Executive Committee in February; namely, Mr. Earl Moncur, Extension Assistant in Land Use Planning, and Miss Amy Wold, Supply Critic Teacher in the Elementary Training School, be confirmed. This motion was seconded by Mr. Barrett and carried.

Moncur and Wold appointments confirmed

President Crane then submitted the Agricultural Extension budget for the new year. It was noted that Robert Peterson, County Agent of Carbon County, has been offered a position at an increased salary with the Federal Security Administration and that the commissioners of Carbon County wish to retain his services. Mr. Linn moved that a salary increase up to a maximum, if necessary, of \$240.00 be approved for Mr. Peterson, effective July 1, 1940. Motion seconded by Mr. Sill and carried.

Salary increase for Robert Peterson, County Agent, approved

X The Board then took up consideration of the State Farm's budget. After

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Mr. Linn moved that the Agricultural Extension budget be tentatively approved as presented, subject to final approval in June, and that salary contracts bear the usual "qualification" clause due to the uncertainty of certain federal funds. The motion was seconded by Mr. Marshall and carried.

Mr. Marshall then moved that, if and when it should become definitely known that congressional action should make these federal funds available, salary increases as set forth in the budget be approved. Motion seconded by Mr. Sill and carried.

Agricultural Extension
budget tentatively
approved.

Salary increases
approved - when
action on Federal
funds known.

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discussion, Mr. Linn moved that the President of the Board appoint a committee of four Trustees to inspect the various farms so that more information will be available before the legislature convenes. The expense for this committee is to be charged to the State Farm's' budget. The motion was seconded by Mrs. Grieve and carried. President Bond appointed Mr. Linn, Mr. Sill, Mr. Barrett and Mr. Facinelli. Mr. Barrett then moved that the State Farm's budget be approved as presented. The motion was seconded by Mr. Facinelli and carried.

State Farm's Committee
appointed
Linn
Sill
Barrett
Facinelli

State Farm Budget
apprd

The Board received Ernest Wilkerson, David Hitchcock, Joe Black, Betty Lou Hunley and Bob Rose, members of the Student Senate, who wished to appear before the Trustees in behalf of a renewal of Dr. Crane's contract.

Members of Student
Senate request
renewal of Crane's
contract

The board resumed its executive session during which the following resolution was recorded by Mr. Facinelli: Mrs. Grieve moved that the contract of Dr. Crane be renewed for one year at a salary of \$6,000.00. The motion was seconded by Mr. Barrett and carried. Mr. Linn moved that the Secretary be instructed to cast the unanimous vote of the Board for the renewal of the contract.

Crane's contract renewed
for one year @ \$6,000⁰⁰

The Board recessed at 6 o'clock p.m., March 27th until 9 o'clock a.m., March 28th.

The Board first received Mr. Person and Bob Gish who came in to report for the athletic committee. At the request of President Bond, Mr. Simpson took the chair. The report was delivered verbally. Mr. Facinelli moved that this board express its appreciation for the splendid work rendered by the committee; that the report be accepted; and, that the committee be empowered to make minor adjustments and temporary commitments necessary for the full settlement and operation of this plan. The motion was seconded by Mrs. Grieve and carried.

Athletic Committee report

The Board recessed for lunch and reconvened at 2 o'clock p.m. Meanwhile, Coach Hunt had been interviewed by the committee. Mr. Linn moved

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that the resignation of Coach Hunt be accepted and that salary be paid him to the end of his contract. Motion seconded by Mr. Sill and carried.

Coach Hunt resigns

Mr. Facinelli was then requested to call Coach Blanchard at Casper and offer him the position of Director of Athletics and Head Football Coach. Upon Mr. Facinelli's report that Mr. Blanchard was willing to accept such a position, Mrs. Grieve moved that Mr. Clair Blanchard be employed as Head Football Coach and Director of Athletics at a salary of \$4,000.00 per year, the dates for this contract to be fixed by the Athletic Committee. This motion was seconded by Mr. Facinelli and carried.

Clair Blanchard
appointed Head
Football Coach and
Director of Athletics

President Crane then informed the Trustees that he would like to have ten days or two weeks in which to consider the Board's offer for renewal of his contract. The request was granted.

Crane requests two
weeks for decision
on contract

The President submitted the first draft of the Main University budget. After discussion, Mr. Simpson moved approval of this first draft in its general features and policies and authorized the President to enter into contract renewals with continuing employees at substantially the salaries indicated in the March draft of the budget, except those persons mentioned on page 10, paragraphs A,B,D, and F of the President's report for March 26, 1940, and all persons over 70. These contracts are deferred pending further action of the Board. The motion was seconded by Mrs. Grieve and carried.

Main University Budget

Contracts to be renewed
with exceptions

Mr. Simpson moved, seconded by Mr. Linn and carried, that salary adjustments and the necessary appropriations therefor be left until the June meeting.

Salary adjustments to
be left until June
meeting

Mr. Facinelli then moved approval of the plans and specifications for the new Kappa Kappa Gamma house and authorized University officials to execute the warranty deed conveying title from this Board of Trustees to the Kappa Kappa Gamma sorority for Lot #3 as it appears upon the plat and plan of development marked "Fraternity Park Development University of Wyoming". This motion was seconded by Mrs. Plummer and carried.

Kappa Kappa Gamma
Sorority's warranty
deed in Fraternity Park
executed

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The President continued with the budgets. Mr. Simpson moved that the potato seed certification budget be approved. Seconded by Mr. Linn and carried.

Potato Seed Certification
Budget approved

Mr. Simpson moved that the Men's Dormitory budget be approved. Motion seconded by Mr. Facinelli and carried.

Men's Dormitory
Budget approved

Mr. Barrett moved, seconded by Mr. Sill and carried, that the Women's Dormitory budget be approved.

Women's Dormitory
Budget approved

Mr. Facinelli moved that the Union Dormitory budget be approved. The motion was seconded by Mrs. Grieve and carried.

Union Dormitory Budget
approved

Mr. Simpson moved that consideration of the Commons budget be deferred until June. Motion seconded by Mr. Barrett and carried.

Commons Budget deferred

Mr. Facinelli moved that consideration of the Wyoming Union budget be deferred until June; that the Union be instructed to close its books on June 30, 1940; and that hereafter the fiscal year be made to coincide with that of the University proper. The motion was seconded by Mr. Simpson and carried.

Union Budget deferred

Union fiscal year to
coincide with University

Mr. Facinelli moved approval of the Student Health Budget including the increase in fees to \$2.00 per student per quarter for the regular school year, \$1.00 per student for each summer school term. Motion seconded by Mr. Barrett and carried.

Student Health Budget
approved with increase
in fees

Colonel Halloran appeared before the Board to request University salaries of \$300.00 per year in the new budget for each of four regular army sergeants detailed as Assistant Instructors in the R.O.T.C. This request was received with favor though no action was taken.

Colonel Halloran re-
quests salary ~~increase~~
for Assistant Instructors

Mr. Barrett moved, seconded by Mr. Sill and carried, that the Bookstore budget be approved.

Bookstore Budget
approved

Mr. Linn moved approval of the Fraternity Park budget. Motion seconded by Mr. Sill and carried.

Fraternity Park Budget
approved

Mr. Simpson moved that Mr. Paul Karl, Instructor in Modern Languages,

be granted a leave of absence without pay for the academic year 1940-41.
This motion was seconded by Mr. Facinelli and carried.

Paul Karl granted leave
of absence for one year
without pay

Mr. Linn moved, seconded by Mr. Sill and carried, that the Trustees
visit the Trade School on Friday morning, March 29, at 9 o'clock.

Trustees to visit Trade
School

President Crane informed the Trustees that instruction at the Flying
School was not being conducted satisfactorily. President Bond and Mr. Sill
were appointed a committee to interview Governor Smith in an effort to cor-
rect this condition.

Flying School instruction
not satisfactory

Mr. Simpson moved that President Crane be requested to investigate the
possibilities of securing an organ for the auditorium. Motion seconded by
Mr. Sill and carried.

Crane to investigate
possibilities of securing
organ for auditorium

Mr. Simpson moved approval of certain laboratory and music fees as
appearing on page 7, paragraph 10, of the President's report for March
26th. Motion seconded by Mr. Barrett and carried.

Laboratory and music
fees approved

Mr. Simpson then moved that the sum of \$186.50, balance due on medi-
cal and hospital bills for Wilmer Rothman, student, be approved from athle-
tic funds. This motion was seconded by Mr. Facinelli and carried.

Hospital bills for
Wilmer Rothman
approved

Mr. Barrett moved approval of the following special appropriations:

Emergency Teaching - Spring Quarter	\$1,500.00
Student Labor (emergency cases only)	1,000.00
Irrigation ditches to serve new play areas in East campus	228.25
Hauling from dormitory excavation and grading playground areas in East campus	250.00
Home Economics Instruction (Miss Beery)	750.00
Registrar's Office Assistants	150.00
Association Land Grant Colleges, Dues	110.00
Archaeology (April and June)	300.00

Appropriations

This motion was seconded by Mr. Sill and carried.

Mr. Simpson moved, seconded by Mr. Sill and carried, that the new
budget for the Department of Home Economics carry an appropriation of
\$500.00 for equipment.

Home Economics
\$500.00 for equipment

Mr. Barrett moved that Mr. Ralph Allen Eastwood be appointed Assis-
tant Agent, Land Use Planning, for April, May, and June, 1940, at a salary

R.A. Eastwood appointed
Asst. Agent. Land Use
Planning for April, May, & June

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of \$150.00 per month. The motion was seconded by Mr. Facinelli and carried.

Mr. Sill moved that the contract for Mr. Markley, Head of the Department of Physical Education, be held for further consideration by the Trustees at the June meeting. Motion seconded by Mr. Facinelli and carried.

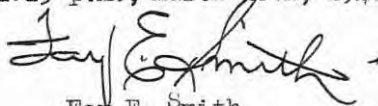
Markley contract held
until June

It was moved by Mr. Facinelli, seconded by Mr. Linn and carried, that the minutes be approved as read.

Minutes approved

The Trustees adjourned sine die at 11:15 p.m., March 28th, 1940.

Adjournment


Fay E. Smith
Secretary