

**THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES**

March 16, 1943

**For the confidential information
of the Board of Trustee**

The Trustees of the University of Wyoming met in regular session at 10 o'clock a.m. Tuesday, March 16, 1943.

Members answering roll call were Mr. Simpson, Mr. Johnson, Mr. Sill, Dr. Cunningham, Mr. McCracken, Mr. McGuckin, Mr. Keeney, Governor Hunt, and Dr. Morrill.

President Morrill welcomed the newly appointed Trustees. The terms of Board officers having expired, President Morrill called for nominations and election of officers to serve the unexpired terms until the June meeting, for president, vice president, treasurer, and two members of the executive committee. The following were elected: Mr. Simpson, President; Mr. McCracken, Vice President; Dr. Cunningham, Treasurer; Dr. Cunningham and Mr. McCracken to be members of the Executive Committee. The President of the Board is an ex officio member of the Executive Committee and serves as its chairman.

It was moved by Mr. Sill, seconded by Mr. Johnson, and carried that a copy of the minutes of the February meeting be mailed to each of the new Trustees. The minutes of the meeting of the Board held on February 8 were approved as read.

Mr. Johnson proposed that the Board consider the salary paid to the President of the University and Dr. Morrill withdrew from the room. After discussion Mr. Johnson moved that the President and Secretary of the Board negotiate a contract for the services of Dr. J. L. Morrill as President of the University for a three year term beginning July 1, 1943 and that the present contract of the President be cancelled. This motion was seconded by Dr. Cunningham and carried. Dr. Morrill

Roll Call

Election of Officers

Executive Committee
Members

Minutes Feb. 8 Mailed
to new Members

Dr. Morrill's Salary
Raised to \$10,500

was then invited in and asked his opinion of what the new salary rate should be. He assured the Trustees that any figure which the Board might fix would be acceptable to him. The President again withdrew and Mr. Keeney moved, it was seconded by Mr. Johnson and unanimously carried that the President's salary be raised \$2,500 to \$10,500 per year effective July 1, 1943.

President Morrill then explained his memorandum in respect to the projected establishment of "The University of Wyoming Research Institute" and asked authority to proceed thereunder. After discussion Mr. Johnson moved that the President be given authority to proceed as outlined in the memorandum including the expenditure of the \$28,000 appropriation and to hire such personnel as may be necessary. The motion was seconded by Mr. McGuckin and carried.

Mr. McCracken then moved that the University of Wyoming's Coed Victory Garden Contest Scholarship, equivalent to the high school honor scholarship, be expanded during 1943 to provide for four scholarships instead of one by dividing the state into four geographical regions. This motion was seconded by Mr. Johnson and carried.

Mr. Keeney moved approval of the June E. Downey seminar as follows:

Coincident with the arrival of the first books purchased through the Downey Library fund, the faculty of the psychology department and the Wyoming chapter of Psi Chi, the national honorary society for students of psychology, wish to propose for your approval that the psychology seminar be dedicated to the memory of the late Dr. Downey and be named the June E. Downey Seminar.

*Wyo. Research Inst.
Morrill to proceed*

*Coed Victory Garden
Contest Scholarship
Expanded*

*June E. Downey
Seminar*

As indicated in many places, particularly in the Downey memorial volume published by the University of Wyoming in June, 1943, this small honor is eminently earned. Furthermore, it is hoped that such dedication, if approved, would move future students in psychology to investigate her work and emulate her virtues. Should it be possible, either through donations or a small budget allowance, to add certain furnishings to the room the general effect would be greatly enhanced.

It was moved by Mr. Sill, seconded by Dr. Cunningham and carried that the names of the departments of Physical Education for men and women be changed to the Department of Health and Physical Education for Men and the Department of Health and Physical Education for Women.

Upon the motion of Mr. McCracken, seconded by Mr. Johnson and carried, President Morrill was authorized to make a speaking tour of the southwestern part of the state March 22 to 26, and to attend a meeting of the American Council of Education Committee Advisory to the Man Power Commission and of the Committee on Relationship of Higher Education to the Federal Government in Washington April 8 to 10. The expense of the Washington meetings will be paid by the American Council. The President will visit the University of Illinois and the Ohio State University to make inquiries concerning someone who might be considered for an appointment to the directorship of the projected new University of Wyoming Research Institute. The President will spend at least a day in Washington on University business in connection with the Army-Navy Training Programs. Authority was also granted for the expenses of a man to come from Boston to Washington for an interview with the President as a possible candidate for the directorship of the Research Institute.

*June E. Downey
Seminar*

*Names P.E. Dept.
Changed*

*Morrill to Travel
State and
Washington D.C.*

On the motion of Dr. Cunningham, seconded by Mr. Sill and carried, the following leaves of absence and the appointments of substitutes indicated were approved:

Allan A. Willman, Chairman of the Division of Music and Associate Professor of Piano--March 9, 1943 to August 31, 1943--inducted for military service; and further that the total compensation to be paid Mr. Willman, under his present contract, shall be \$1,961.14, or a balance due of \$401.14, which amount is proportionate to the service rendered.

Mr. George W. Gunn, Assistant Professor of Voice, will serve as Acting Chairman of the Division of Music during Mr. Willman's absence, beginning March 9, 1943.

Dr. H. J. McCormick, Director of the Department of Physical Education and Professor of Physical Education, whose leave was recommended and approved by the Executive Committee of the Board of Trustees at its meeting on December 4, having received his call to active duty with the Navy, be released as of March 11, 1943; and further that Dr. McCormick, having completed the work of the current Winter Quarter, be paid two-thirds of his contract salary, or a total of \$2,072.00.

Mr. R. A. Frazer, Assistant Professor of Physical Education for Men, will serve as Acting Director of the Department of Physical Education for Men, effective March 11, 1943, with an increase in salary from \$2,556.00 to \$2,916.00 effective April 1, 1943.

Mr. George E. Hollister, Director of Elementary Education and Principal of the University Elementary School--March 1, 1943 to August 31, 1943, to accept appointment as First Lieutenant in the U. S. Army Air Corps; and further that the total compensation to be paid Mr. Hollister, under his present contract, shall be \$1,864.80, or a balance due of \$310.80, which amount is proportionate to the service rendered.

Ernest E. Hilton, Assistant Professor of Elementary Education, will serve as Acting Director of Elementary Education and Principal of the University Elementary School, effective March 1, 1943. Mr. Hilton's salary rate was increased from \$2,004.00 to \$2,600.00 per year, effective March 1, 1943.

Leaves and
Substitutes

Willman

Gunn

McCormick

Frazer

\$2,556.00 to
\$2,916.00

Hollister

Hilton

\$2,004 to \$2,600

Mr. William B. Owen, Assistant Professor of Zoology—February 22, 1943 to August 31, 1943, to accept a commission as Captain in the Army of the United States; and further that the total compensation to be paid Dr. Owen, under his present contract, shall be \$1,440.00, or a balance due of \$390.00, which amount is proportionate to the service rendered.

Owen

Mr. Burton DeLoney, Director of the Wyoming Union, for service with the U. S. Army; effective at such time as he shall be called into active service, with salary payment proportionate to the service rendered under his present contract.

DeLoney

Mr. F. Elton Davis, Director and Manager of Athletics of the University will assume the duties of Acting Director of the Union. It was suggested that an allocation of his present salary as between the Athletic Department and the Union be negotiated.

Davis

Miss Charlotte Bergstrom, Assistant Professor of Physical Education for Women and Acting Chairman of the Department of Physical Education for Women--Sept. 1, 1943 to August 31, 1944, to take a six months' refresher course in Physiotherapy at the Mayo Clinic, at the conclusion of which she will go into government service.

Bergstrom

Miss Ruth Campbell, Chairman of the Department of Physical Education for Women, who has been on leave for the past year, will return to her position at the University in June.

Campbell

Miss Louise Thouin, who has been a supply instructor in the department for 1942-43 will continue as supply for Miss Bergstrom.

Thouin

Mrs. Roy Bedford, Director of Knight Hall and Assistant Dean of Women--February 6, 1943 to August 31, 1943, because of ill health. Pursuant to the existing University policy regarding sick leaves, Mrs. Bedford would be entitled to full pay for one month, February 6 to March 6, and forty percent of her present salary for one and one-half months, this allotment being based upon her period of service, September, 1940 to February, 1943.

Bedford

Miss Mildred Moorhouse, Assistant to the Director at Knight Hall, will serve as Acting Director of Knight Hall, during Mrs. Bedford's absence, with an increase in salary from \$62.00 per month to \$122.00 per month, effective February 6, 1943.

Moorhouse
\$62.00 to \$122.00
per month

Miss Glennie Bacon, Assistant Professor of Mathematics in the College of Education--February 8, 1943 to August 31, 1943; and further that she be paid a total of \$1,141.71 under her present contract, or a balance due of \$106.71, which amount is proportionate to the service rendered. Miss Bacon has been called to New York by the serious and probable prolonged illness of a sister. Due to her long years of service in the University of Wyoming (thirteen years), Dean Schwiering recommends that leave be granted.

Bacon

It was moved by Mr. Sill, seconded by Mr. Johnson and carried that the following appointments be approved:

Appointments

Miss Helen Miller, Home Demonstration Agent in Laramie County, effective March 22, 1943, at a salary rate of \$1,920.00 per year. She will succeed Miss Ellen Feusner who has resigned to accept a fellowship at the University of North Carolina.

Miller

Mr. R. H. Denniston, Supply Instructor in Zoology, effective March 1, 1943, at a salary rate of \$2,208.00 per year.

Denniston

Mrs. George E. Hollister, Supply Instructor in Elementary Education, effective March 1, 1943. Mrs. Hollister is to be paid at the rate of \$5.00 per day from March 1 to March 19, and at the rate of \$125.00 per month for the Spring Quarter.

Hollister

Mrs. H. S. Willard, Supply Instructor in Mathematics, University High School, at a salary of \$5.00 per day for the period beginning February 8, 1943 and ending March 19, 1943, and at the rate of \$50.00 per week for the eleven weeks of the Spring Quarter, 1943.

Willard

Upon the motion of Mr. McCracken the Trustees voted to place Mrs. Etta England, Resident Director and Hostess of the Men's Residence Hall, upon Limited Service at a salary rate of \$500 per year, effective at the expiration of her present contract September 1, 1943. This motion was seconded by Mr. Keeney and carried.

*Mrs. England
Limited Service*

Mr. Johnson moved that the following resignations be accepted, this motion was seconded by Mr. McCracken and carried:

Resignations

Mr. George F. Gerling, Associate Professor of English, submitted by wire to the President his resignation from the service of the University, effective March 19, 1943.

Gerling

Miss Bernice Forest, Extension Clothing Specialist for sixteen years, has submitted her resignation to Director Bowman and Dean Hill, effective March 15, 1943.

Forest

Mr. Frank J. Trelease, Jr., Assistant Professor of Law, has submitted his resignation, effective at the close of the current Winter Quarter in order to accept a position as Counsel with the All American Aviation of Wilmington, Delaware.

Trelease

Mr. Johnson moved an additional appropriation of \$935.00 to care for fire insurance premiums to the end of the fiscal year. This motion was seconded by Mr. McCracken and carried.

*\$935 Appropriation
for fire Insurance*

Mr. Johnson moved that authority be granted to make the following transfers from the Civilian Pilot Training account:

*CPT Transfer
Accounts*

\$5,000 to be used to set up and equip a laboratory for Chemical Engineering, required by the war department under the new Army Specialized Training Program.

\$3,000 to pay the balance owed the First National Bank of Laramie by the Athletic department which was borrowed for the construction of the East Cowboy Dormitory. This building is now used for the housing of the naval flying cadets.

Upon the motion of Mr. Johnson, seconded by Mr. Sill and carried, the following authority is approved:

*Morrill and Smith
authorized to
execute U.S. contracts*


Dr. J. L. Morrill, President of the University, and Fay E. Smith, Comptroller and Secretary of the Board, are authorized to execute any and all contracts with the United States covering instruction, including the use of property and services, at the University of Wyoming of members of the Armed Services. The above named officers are authorized to sign, on behalf of this Board of Trustees, all necessary papers to give this resolution full effect.

Mr. McGuckin then presented a request from the County Superintendent of Crook County that the University operate a branch summer school in Sundance. After discussion Mr. McGuckin moved that the matter be taken up with the County Superintendents of schools of the northeastern part of Wyoming in an effort to see if such a branch summer school could be made practically self-sustaining through collection of student fees or through aid which might be furnished by County Commissioners or County or Public School Superintendents. If it appears that such a branch school can be self-sustaining, permission is granted by the Board to hold such a branch summer school in that area. This motion was seconded by Mr. Johnson and carried.

Mr. McCracken moved, it was seconded by Dr. Cunningham and carried, that Roice H. Anderson be appointed Supply Assistant Professor and Research Assistant in Agricultural Economics, to fill the position left vacant by Mr. Talbot, at a salary rate of \$3000 effective April 15, 1943.

The Board adjourned at 12 o'clock noon March 17, 1943.

Respectfully submitted,


Fay E. Smith
Secretary

*Branch Summer
School Discussed*

Anderson Appointment

Adjournment