

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

April 13, 1946

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

The Board of Trustees of the University of Wyoming was called to order at 10:00 a.m., Saturday, April 13, by President Simpson. The following members were present: Mr. Simpson, Mrs. Cope, Mr. Johnson, Mr. Burwell, Dr. Cunningham, Mr. Keeney, Mr. McCracken, Mr. Sullivan, Mr. Watenpaugh, and Dr. Humphrey.

Upon the motion of Mr. Burwell, seconded by Mrs. Cope and carried, the minutes of the meeting held March 10th were approved.

Upon the motion of Mr. McCracken, seconded by Mr. Sullivan and carried, the following admission policies for September 1946 as recommended by the President, the Deans, and the Registrar were approved.

1. 3000 shall be regarded as the maximum number that we shall attempt to accommodate.
 - a. Spring and summer quarter students shall be canvassed for definite information as to their intentions with reference to fall attendance.
2. The admission of mature and qualified non-high school graduates shall be limited to bona fide Wyoming residents (subject to revision after August 1 if the number of applications then on hand permits).
3. There shall be a \$10.00 pre-registration deposit for both veterans and non-veterans, former and new students. This is refundable to those who notify the University of cancellation before August 1, otherwise forfeited in case of non-attendance. This deposit shall apply toward the fall quarter fees of non-veterans; it shall be refunded to veterans after the Veterans Administration has been billed.
4. The following priorities are established if and when fall pre-registration applications total 2500:

Roll Call

Minutes Approved

Admission Policies

- a. Wyoming residents
 - b. Outside veterans
 - c. Outside non-veterans
5. Non-resident transfers presenting grade averages of 3.00 (or C) and below shall be denied admission except in limited special cases of exceptionally meritorious circumstances.
 6. The acceptance of applications from foreign students shall be limited to twenty, including the present South American group. First choice among the twenty shall be given to those sponsored by the "Foreign Students Scholarship Committee."

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The Board then approved the ten following appointments:

1. That there be authorized, effective September 1, 1946, the appointment of Mr. L. A. Moore as Associate Professor of Mechanical Engineering, at a salary of \$3,000 per year, on a three quarters basis.
2. That there be authorized, effective May 1, 1946, the appointment of Mr. Robert C. Crooks as Chemical Engineer with the Natural Resources Research Institute, at a salary of \$3,600 per year, for eleven months service, his rank to be equivalent to that of Instructor.
3. That there be authorized, effective April 15, 1946, the appointment of Mr. William T. Kirk as Assistant Agricultural Extension Director, at a salary of \$4,200 per year, for eleven months service, with the equivalent rank of Associate Professor.
4. That there be authorized, effective April 15, 1946, the appointment of Mr. Louis F. Schilt as County Agent Leader in the Agricultural Extension Service, at a salary of \$3,840

Appointments

L. A. Moore

Robert C. Crooks

William T. Kirk

Louis F. Schilt

per year, for eleven months service. He will fill the vacancy created by the promotion of Mr. Kirk.

5. That there be authorized, effective April 15, 1946, the appointment of Mr. Arvil Ashment as County Agent in Big Horn County, at a salary of \$3,396 per year, for eleven months service. Mr. Ashment will succeed Mr. F. R. Cammack, who has resigned.
6. That there be authorized, effective July 1, 1946, the appointment of Miss Alice Halsted as Home Demonstration Agent in Sheridan County, at a salary of \$2,600 per year for eleven months service.
7. That there be authorized, effective July 1, 1946, the appointment of Miss Jean Lindeman as Home Demonstration Agent in Goshen County, at a salary of \$2,600 per year, for eleven months service. She will succeed Miss Avis Campbell, who has resigned.
8. That there be authorized, effective July 1, 1946, the appointment of Miss Constance J. Walker as Home Demonstration Agent-at-Large, at a salary of \$2,400 per year, for eleven months service. Miss Walker will graduate in June from the University of Wyoming and is highly recommended by Miss McKittrick and others who know her and her work.
9. That there be authorized, effective April 15, 1946, the appointment of Mr. Martin Oleson as County Agent in Hot Springs County, at a salary of \$2,600 per year, for eleven months service. Mr. Oleson will succeed Mr. Ashment, who is to become County Agent in Big Horn County.
10. That there be authorized, effective April 16, 1946, the appointment of Mr. Ivan Stahle as Assistant County Agent in

Arvil Ashment

Alice Halsted

Jean Lindeman

Constance Walker

Martin Oleson

Ivan Stahle

Big Horn County, at a salary of \$2,400 per year for eleven months service.

Upon the motion of Dr. Cunningham, the following appropriations for the President's office were approved:

Salary for clerk, April 1, to June 30.	\$ 450.00
President's office contingent.	750.00
President's travel	<u>700.00</u>
Total	\$1,900.00

Mr. Sullivan moved that the sum of \$1,303.78 be appropriated for the Alumni Relations office. This motion was seconded by Mrs. Cope and carried.

Mr. Johnson then moved the approval of the Wyoming Union Budget as presented for the year 1946-1947. This motion was seconded by Mr. McCracken and carried.

Wyoming Union Budget

President Humphrey then mentioned the legal difficulties that the State Auditor had encountered in an attempt to pay the back salary which the Trustees had authorized for Coach Oakes. After discussion, Mr. Johnson moved that Coach Oakes be paid the sum of \$924.00 for overtime and extra services rendered, including the recent State High School Basketball tournament. This motion was seconded by Dr. Cunningham and carried.

*Athletics
Back Salary Coach Oakes*

Then followed a discussion of the authority of the Faculty Board for Athletic Control. Mr. Watenpugh moved the approval of President Humphrey's recommendation that a committee composed of two members of the Board of Trustees, the Director of Athletics, the President of the University, and the Chairman of the Board of Athletic Control, be appointed to study the Board's charter as adopted November 14, 1942, and to report back to the Board of Trustees with recommendations for necessary changes. This motion was seconded by Mr. McCracken and carried. Mr. Johnson and Mr. Simpson, who are members of the Athletic Board, were appointed to be the Trustee

Board of Athletic Control

members of this investigating committee.

Mr. Watenpaugh moved that in accordance with the recommendation of President Humphrey, Director Jacoby, and Coach Uakes, Walter Dowler be appointed backfield coach at a salary of \$3,600 per year for eleven months service, effective May 1, 1946. This motion was seconded by Mr. McCracken and carried.

*Athletics
Walter Dowler*

Mr. Johnson then moved that the following list of individuals be invited to serve as County Chairmen for the World War II Living Memorial. This was seconded by Mrs. Cope and carried.

*World War II Living
Memorial*

<u>County</u>	<u>Name</u>	<u>Address</u>
Albany	T. L. Johnson	Laramie, Wyoming
Big Horn	Frank Brown	Lovell, Wyoming
Campbell	Joe Keeline	Gillette, Wyoming
Carbon	Eph Johnson	Rawlins, Wyoming
Converse	Joe Sullivan	Douglas, Wyoming
Crook	Nels Smith	Sundance, Wyoming
Fremont	Blair Stouffer	Riverton, Wyoming
Goshen	Will Lynn	Torrington, Wyoming
Hot Springs	Ken Byerly	Thermopolis, Wyoming
Johnson	Bill Holland	Buffalo, Wyoming
Laramie	Val Christenson	Cheyenne, Wyoming
Lincoln	Pat Quealy	Kemmerer, Wyoming
Natrona	Frick Poe	Casper, Wyoming
Niobrara	Tom Miller	Lusk, Wyoming
Park	Milward Simpson	Cody, Wyoming
Platte	Stew Dennis	Wheatland, Wyoming
Sheridan	Mabelle Oviatt	Sheridan, Wyoming
Sublette	Francis Tanner	Pinedale, Wyoming
Sweetwater	Frank Kershishnik	Rock Springs, Wyoming
Teton	Clifford Hansen	Jackson, Wyoming
Uinta	C. W. Kurtz	Evanston, Wyoming
Washakie	Don Harkins	Worland, Wyoming
Weston	Rod Guthrie	Newcastle, Wyoming

President Humphrey then mentioned a proposal which he had received from the United States Navy inviting the University of Wyoming to enter into a contract with the Navy to carry on basic and fundamental scientific and engineering research with financial aid from the Navy for a period of one or more years. President Humphrey recommends that such a contract be entered into but that it be studied by a committee of the Board before

U.S. Navy

execution. Upon the motion of Mr. McCracken these recommendations were approved. This motion was seconded by Mr. Sullivan and carried. Mr. Johnson and Mr. Sullivan were appointed to this committee.

President Humphrey then recommended that the Board approve the Second National Forum of Labor, Agriculture, and Industry to be held on the campus at a date to be fixed by the President this coming summer, and that a sum, not to exceed \$2,000, be appropriated to defray expenses of the conference and to carry a part of the cost of the publication of the proceedings.

Second National Forum of Labor, Agriculture and Industry

Upon the motion of Mr. Sullivan, seconded by Mr. Burwell, these recommendations were approved.

President Humphrey then submitted the following proposed list of appropriations and requests for the coming special session of the Legislature. Mr. Watenpaugh moved the approval of these requests with authorization to increase the power plant from \$150,000 to \$175,000. This motion was seconded by Mr. McCracken and carried.

Legislature 1946

Veteran's Housing \$137,000.00

Additional money needed for operation:

Amount needed for new and returning faculty members, because of increased enrollment brought about by veterans (basis, 3,000 students). \$175,000.00

Amount needed for new and returning staff members (non-academic) \$ 25,000.00

Amount needed to increase salaries. \$ 90,000.00

Amount needed to increase salaries of Agricultural Extension workers \$ 24,000.00

Amount needed to increase salaries of State Farm workers \$ 2,100.00

Amount needed to increase salaries of employees of Natural Resources Research Institute. \$ 2,700.00

\$318,800.00

Contingent Fund:

Money needed for contingent fund, to be spent under supervision of Board of Trustees, for emergencies that may arise.	\$ 75,000.00
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New buildings needed:

Power Plant.	\$150,000.00
Total.	<u>\$680,800.00</u>

Mr. Watenpaugh then moved an appropriation of \$500.00 for the salary and expenses of a plant pathologist and field man in the Powell area for the month of June. This motion was seconded by Mr. Sullivan and carried.

It was then moved by Mrs. Cope, seconded by Mr. Watenpaugh and carried, that a School of Pharmacy be started in September of 1946.

Mr. Sullivan moved, it was seconded by Mr. Keeney and carried, that the President and Comptroller study the request of the Kappa Sigma fraternity to purchase a small plot of ground just north of the fraternity house.

Upon the recommendation of President Humphrey, Mr. Johnson moved that Mr. A. L. Keeney be appointed Dean of Men, effective July 1, 1946, at a salary of \$4,800 per year for eleven months service. This motion was seconded by Dr. Cunningham and carried.

Mr. McCracken then moved that the President of the Board and the Comptroller be authorized to enter into a contract with Prouty Brothers Engineering Company of Denver for complete service including all engineering and supervision for the construction of the power plant addition on the campus, provided that appropriation for this project is made by the Wyoming Legislature. This motion was seconded by Mr. Keeney and carried.

Mr. Sullivan moved that the President and Secretary of the Board be authorized to sign the deed in conjunction with the Cathedral Home for Children for the sale of one vacant lot of land in Glendale, California to Lawhead-Carleton Company for the sum of \$700.00. This motion was

School of Pharmacy

Kappa Sigma

*APPOINTMENT
H. L. Keeney*

*Power Plant
Prouty Bros. Eng. Co.*

*Land
Glendale, Calif.*

seconded by Mr. Keeney and carried.

Upon the motion of Mrs. Cope, seconded by Mr. Burwell and carried, the Albany National Bank of Laramie, and the First National Bank of Laramie, were designated University depositories for the coming year.

Mr. Johnson moved that any money which may be appropriated by the Legislature to the University for salary increases be allocated 1/3 for a flat cost of living increase to all employees and 2/3 for merit increases with authority given to President Humphrey and other University officers to exclude certain University employees or staff members from participation in such salary increases.

The Trustees then discussed University retirement plans and it was stated that a maximum salary limit should be set, possibly \$4,000, above which the University contribution would not apply.

The Board then approved the employment of an additional clerk in the office of the Registrar at a salary of \$120.00 per month.

President Humphrey submitted the following "Proposal for Establishing University of Wyoming Centers" which had been approved by the Board at the March meeting.

Purposes

The University will establish University Centers at various points in the State for the purposes of:

1. Offering regular freshman and sophomore college work for credit;
2. Providing a base in which and from which extension credit and non-credit classes and programs of various types, agricultural and general university extension, may be operated;
3. Utilizing facilities now available or later provided by local, state, or federal agencies to develop appropriate school and community services in vocational and other areas;
4. Establishing such other projects as may from time to time be found desirable and feasible.

*University
Depositories*

Salary Increase

Retirement

*Registrar's Office
Additional Clerk*

Wyoming Centers

Each center will function as an integral part of the University.

Establishment of Center

Following a survey of local needs and desires, articles of agreement setting forth respective obligations and contributions of the University and the local school district or districts shall be drawn.

Administration and Staff

Overall administration and supervision of University Centers will be vested in the Department of Adult Education and Community Service.

Personnel to organize, supervise, and direct the projects at each center will be provided by the University with a Director in charge. Registration and collection of fees shall be supervised by the Director.

Buildings, janitorial services, light, heat, power, and all other necessary facilities shall be provided by the community and shall be administered by the Superintendent of Schools as Assistant Director.

Instructional staff members will meet the standards applied to on-campus faculty members in the various fields and each shall be a member of the University faculty and of an appropriate department.

Courses for Credit

All such courses shall conform as to content, plan, time, and credit to the same courses as described in the University catalog and approved course outlines. Courses designed especially for the Centers must be approved through regular channels.

Student Fees

A course credit fee of \$5.00 per hour will be assessed. A student enrolling for the first time in the University is charged a \$2.00 matriculation fee. The same laboratory fees will be charged as for courses on the campus at Laramie. Other fees such as student activities, health, entertainment, may be established as services warrant.

Program of Studies

The following courses are suggested as the initial offerings because they contribute to general education and are acceptable in practically all college programs--pre-professional, two-year terminal, and degree:

	<u>First Year</u> Credit Hours	
	<u>Quarter</u>	<u>Year</u>
English	3	9
Mathematics	5	15
Chemistry	5	15
Social Science or Psychology and Education	3	9
Physical Education	$\frac{1}{2}$	$1\frac{1}{2}$

Second Year

Psychology and Education	3	9
Agriculture	3	9
English	3	9
Mathematics	5-5-3	13
Botany or Zoology	4	12
Social Science	3	9
Physical Education	$\frac{1}{2}$	$1\frac{1}{2}$

The student's program will be limited to the maximum hours per quarter allowed on campus or $18\frac{1}{2}$.

The date for the next meeting of the Board of Trustees was left in the hands of President Simpson and President Humphrey.

The Board adjourned at 6 o'clock.

Respectfully submitted,

Fay E. Smith
Fay E. Smith, Secretary

Board Meeting

Adjournment