

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

**February 28, 1948**

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

A meeting of the Board of Trustees of the University of Wyoming was held February 28 at 10:00 A.M. in the Board room with the following members present: President Simpson, Mr. Burwell, Dr. Cunningham, Mr. McGraken, Mr. Sullivan, Mr. Watenpaugh, Mr. Hansen, Mr. Del Monte, Mrs. Patterson, and Dr. Humphrey.

Mr. Burwell moved that the minutes of the meeting held January 23-25 be approved. This motion was seconded by Mr. Sullivan and carried.

Mr. Sullivan moved that the following appointments from the President's Report be approved. This motion was seconded by Mr. Burwell and carried.

1. That there be authorized, effective March 1, 1948, the appointment of Mr. Allen Harold Wight as Instructor in Agriculture at the Northwest Center, at a salary rate of \$3,600 for three quarters' work and one five-week summer term.
2. That there be authorized, effective March 4, 1948, the appointment of Mr. Elbert Dale Ruland as Assistant County Agent-at-Large, at a salary of \$2,808 per year.

Mr. Burwell moved that the following appointments from the Addendum to the President's Report be approved. This motion was seconded by Mr. Sullivan and carried.

1. That there be authorized, effective March 1, 1948, the appointment of Miss Sadie Seward as Home Demonstration Agent in Converse County, at a salary of \$3,204 per year.
2. That there be authorized, effective July 1, 1948, the appointment of Mr. Douglas W. Burke as Assistant Plant Pathologist in the Experiment Station (located at Powell, Wyoming), with the rank of Assistant Professor, at a salary of \$3,600 for the year on a twelve months' basis

*Roll Call*

*Minutes Approved*

*Appointments*

*Allen Harold Wight*

*Elbert Dale Ruland*

*Sadie Seward*

*Douglas W. Burke*

3. That there be authorized, effective September 1, 1948, the appointment of Mr. John O. Rames as Assistant Professor of Law, at a salary of \$4,000 for the academic year 1948-49.

*John O. Rames*

Mr. Hansen moved that the following leaves of absence be approved. This motion was seconded by Mr. Sullivan and carried.

*Leaves of Absence*

1. Dr. Marshall E. Jones, Associate Professor of Sociology, requests that he be given sabbatical leave for the period from September 1, 1948 to June 1, 1949, for the purpose of writing a second volume dealing with social problems. The leave would carry with it the usual forty percent of salary.

*Dr. Marshall Jones*

2. Mr. George H. Bridgman, Assistant Plant Pathologist in the Experiment Station (located at Powell, Wyoming), requests that he be granted a twelve months' leave of absence without pay, beginning July 1, 1948, for the purpose of doing graduate work at the University of Wisconsin.

*George Bridgman*

Mr. Del Monte moved that an appropriation of \$68.60 be made to the Library for the printing of pamphlets regarding the Archives, describing the work of the department in gathering collections of historical papers, describing the various collections now located here, and listing the materials desired. This motion was seconded by Mr. Watenpaugh and carried.

Mr. Del Monte moved that the sum of \$72.33 be transferred from the Salary Budget of the Natural Resources Research Institute to the Assistants Budget to cover an overdraft in that budget. This motion was seconded by Mr. Sullivan and carried.

Mr. Hansen moved that the following appropriations be made to the Department of Chemistry: \$69.70 excess cost of remodeling Room A-110;

✓  
\$880.73 excess cost of supplies and chemicals; \$298.41 to cover the increased cost of certain pieces of equipment; total \$1,168.84. This motion was seconded by Mr. Del Monte and carried.

Mr. Sullivan moved that in accordance with the recommendation of President Humphrey, that effective July 1, 1948, the work in Pharmacy be established as a separate school, coordinate with the other colleges on the campus, and that Dr. David W. O'Day be named Dean of the School of Pharmacy. This motion was seconded by Mr. Burwell and carried.

President Humphrey then recommended approval of a letter from Dr. Bruce, Dean of the Graduate School, requesting that a tentative budget of \$28,000 be allocated for graduate assistantships and fellowships for the academic year 1948-49. Mr. Sullivan moved, it was seconded by Dr. Cunningham and carried that this letter be approved.

February 20, 1948

President G. D. Humphrey  
University of Wyoming  
Campus

My dear President Humphrey:

I should like to request that you recommend to the Board of Trustees that they approve the tentative budget of \$28,000 for graduate assistantships and fellowships for the academic year 1948-49. This is exactly the amount allocated by the Board of Trustees last year for this purpose.

It is my hope that we may obtain additional funds next year for these assistantships and fellowships, but since the state of the budget is at present uncertain, I am recommending the same amount, with the hope that additional funds may be obtained and realizing that if they are not, somewhat less than this amount finally may be apportioned for these services.

It is necessary to request this early approval because our graduate assistantship applications come from all over the country and it is customary in almost all institutions to award them on or about April 1 for the following academic year. In order that we may obtain the best possible individuals we cannot make our awards later than the customary time. We are already at a disadvantage because many institutions now pay three and four times the amount that we do for similar services.

*School of Pharmacy*

*Graduate School  
Tentative budget for  
graduate assistantships  
& fellowships*

This requested approval has been given by the Board of Trustees in other years in order to meet this problem and I hope the practice may be continued.

Respectfully submitted,

(Signed)

RHB:mh

Robert H. Bruce, Dean

The President then recommended that the Board approve a letter from Athletic Director Glenn J. Jacoby regarding athletic scholarships for the Northwest Center at Powell. Mr. Jacoby recommended that, for the time being, the seven scholarships requested for the Northwest Center be included in the overall quota of 80 scholarships allotted the Athletic Department of the University. Scholarships forms will be submitted to the University Athletic Department by the Northwest Center Coach and approved by the Director of the Center. Mr. Sullivan moved, it was seconded by Mr. Del Monte and carried that Mr. Jacoby's recommendations be approved.

*Scholarships  
Athletic Scholarships  
for Northwest Center*

February 2, 1948

Dr. G. D. Humphrey, President  
The University of Wyoming  
C A M P U S

My dear Dr. Humphrey:

As you requested in your memorandum of January 27, the following plan is submitted relative to establishing athletic scholarships for the Northwest Center of the University of Wyoming at Powell:

1. It is suggested that for the time being the seven scholarships requested from the Northwest Center be included in the over-all quota allotted the Athletic Department at the University of Wyoming of eighty athletic scholarships. Because of the continuing Federal laws relative to G.I. educational benefits eighty scholarships are in excess of the immediate needs of the University of Wyoming. It would be perfectly agreeable for the Board to therefore earmark not to exceed seven scholarships of our quota for the Northwest Center which would leave a total of seventy-three athletic scholarships available for use by the Athletic Department. Within the next year or so, however, it is my intention to request additional scholarships from

the Board of Trustees as G.I. benefits run out and additional scholarships are needed by the University. At that time our requests for educational scholarships can include scholarships for the Northwest Center.

2. Scholarship forms will be submitted to the University of Wyoming Athletic Department by the Northwest Center Coach and approved by the Director of the Center. These applications will in turn be submitted with scholarship applications from the Athletic Department at the University to the University Administration for approval. If approved, the University Administration can so notify the Athletic Department, which will in turn notify the Coach and Director of the Northwest Center of the disposition of athletic scholarships to individuals submitted by the Northwest Center.

I have discussed the above proposition with Coach L. A. Kohnke of the Northwest Center and he is heartily in accord with the plan as outlined. We have also come to mutual agreements regarding recruiting policies of both departments of the University.

Respectfully submitted,

(Signed)

Glenn J. Jacoby  
Athletic Director

GJJ:ej

Mr. Burwell then moved that the following recommendations of the faculty and the President regarding rank equivalents be approved. This motion was seconded by Mr. McCracken and carried.

- (1) That the Dean of Men, the Dean of Women, the Registrar, and Director of Personnel shall have the equivalent rank of Professor. Other employees in these offices, and the executive and administrative assistants in the offices of the Academic Deans will not have academic rank except as acquired by virtue of teaching or research.
- (2) That academic rank achieved by virtue of an administrative position does not affect tenure.
- (3) That nothing in the above shall be retroactive to present status.

It was moved by Mr. McCracken, seconded by Mr. Sullivan and carried, that the salary contracts of the following coaches be renewed for one year from April 1, 1948 as follows:

Thomas S. Hitt, Line Coach, salary of \$5,724.

*Title Changes*

*Contracts*  
*Thomas S. Hitt*  
*John Bailey*  
*Leonard Coffman*

John Bailey, Freshman Coach, salary of \$3,900.

(Mr. Bailey will also serve temporarily as Proctor in Talbot Hall in place of Mr. Ryan, who resigned. For this service he will receive an additional \$100 per month)

Leonard Coffman, Backfield Coach, salary of \$4,020.

It was then moved by Mr. Hansen, seconded by Dr. Cunningham and carried, that the following members of the faculty be continued on probationary tenure in the positions indicated for the 1948-49 academic year.

*Tenure.*

College of Agriculture

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Ashcraft, James	Vet. Sci. & Bact.	Asst. Prof. & Asst. Vet. in Exp. Sta.	1st
Barker, Mrs. Ruth D.	Home Economics	Asst. Prof.	1st
Benes, Elsie*	Home Economics	Asst. Prof. & Dietician, Knight Hall	2nd
Bridgmon, George	Agronomy and Plant Pathology	Asst. Prof.	1st
Brown, Donald C.	Animal Production	Asst. Prof.	1st
Dahlquist, Nels	Agric. Extension	Asst. Prof. & Asst. Livestock Specialist	1st
Denning, Donald G.	Entomology	Asst. Research Entomologist	2nd
Faulkner, Edlen	Animal Production	Asst. Prof. & Asst. in Exp. Sta.	2nd
Frosheiser, Fred I.	Agronomy	Instr. & Res. Asst. in Agronomy & Seed Certification	2nd
Hamilton, J. W.	Research Chemistry	Asst. Research Chemist	2nd

\*Recommended for re-employment but not for probationary tenure. Recommendation regarding tenure withheld pending report of committee appointed to clarify matter of tenure for members of staff who have part-time teaching and part-time administrative duties.

College of Agriculture

(Continued)

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Hill, Lola	Home Economics	Asst. Prof.	1st
Hopkin, John	Agric. Economics	Instr. & Res. Asst.	2nd
Ivory, Boyd A.	Extension Poultry	Asst. Prof. & Extension Poultry Specialist	1st
Jewell, Donald	Agric. Engineering	Instr. & Asst. Engineer on the Station	1st
Johnston, Donald	Wool Technology	Instr. & Res. Asst.	1st
Lindenstruth, R. W.	Vet. Sci. & Bact.	Asst. Prof., Act. Head of Dept., Asst. Res. Vet. in Agric. Exten.	1st
Parker, Lawrence	Wool Technology	Instr. & Res. Asst.	2nd
Reed, Joyce	Home Economics	Instructor	1st
Stevens, Ira	Agric. Economics	Instr. & Res. Asst.	1st
Vaughan, Edward	Agric. Economics	Instr. & Res. Asst.	1st
Ward, B. Q.	Bacteriology	Instr. & Res. Asst.	1st
White, R. G.	Agric. Exten. (Agric. Engin.)	Agric. Engin. (Asst. Prof.)	1st

College of Commerce and Industry

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Beaman, Donald	Business Admin.	Instructor	1st
Bryant, Edward C.	Business Admin.	Asst. Prof.	1st
Gerstle, Elinor	Secretarial Science	Instructor	3rd

College of Education

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Bemis, Maynard	Educ. Admin.	Asst. Prof.	1st
Carnine, Harry	Music Educ.	Asst. Prof.	1st

College of Education

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Carroll, R. J.	Physical Education	Instructor	1st
Christianson, P. F.	Trade & Indus. Educ.	Instructor	2nd
Cottle, Eugene	Social Studies Educ.	Asst. Prof.	1st
Franck, Guy	Science Education	Instructor	2nd
Furness, Edna	Foreign Lang. Educ.	Asst. Prof.	1st
Goodman, J. O.	Elementary Education	Asst. Prof. & Principal, Elem. School	2nd
Hammond R. I.	Bureau of Educ. Research & School Service	Assoc. Prof.	1st
Hill, Edwin	Elementary Education	Instructor	1st
Roloff, Louise	Physical Education	Instructor	1st
Ruch, Jack	Vocational Education	Asst. Prof. Teacher Trainer	2nd
Stroup, Francis	Physical Education	Instructor	2nd
Thompson, G. H.	Sub-collegiate Vet- erans	Instructor	3rd
Wiest, Donald	Art Education	Asst. Prof.	2nd

College of Engineering

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Beach, Kenneth	Elec. Engin.	Instructor	2nd
Boley, Charles C.	N. R. R. I.	Asst. Prof. & Coal Res. Engin.	2nd
Brown, B. H.	N. R. R. I.	Instr., Chemist	1st
Fitch, Edwin	Engin. Drawing	Instructor	2nd
Hill, J. M.	Civil Engin.	Instructor	2nd
House, Harry E.	Mechan. Engin.	Instructor	2nd
Lindahl, E. J.	Mechan. Engin.	Prof., Head, Dept.	1st
McCollum, S. A.	Mechan. Engin.	Asst. Prof.	1st

College of Engineering

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Mallory, Warren	Elec. Engin.	Asst. Prof.	1st
Moore, L. A.*	Mechan. Engin.	Assoc. Prof.	2nd
Morgan, N. D.	Civil Engin.	Asst. Prof.	2nd
Mullens, Glenn	Civil Engin.	Instructor	1st
Rice, Neal**	N. R. R. I.	Coal Res. Engin.	1st
Roberts, L. S.	N. R. R. I.	Asst. Prof., Chem. Engin.	1st
Schaefer, R. G.	Elec. Engin.	Instructor	1st
Soderberg, L. R.	Mechan. Engin.	Instructor	1st
Spenner, Frank J.	Engin. Drawing	Asst. Prof.	1st
Stafford, A. B.	Engin. Drawing	Asst. Prof.	2nd
Zoller, Harold	Civil Engin.	Asst. Prof.	2nd

College of Law

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Kuntz, E. O.	Law	Asst. Prof.	1st
Rudolph, E. G.	Law	Asst. Prof.	1st

College of Liberal Arts

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Barnes, B. F.	Chemistry	Instructor	2nd
Bates, A. S.	Modern Languages	Asst. Prof.	2nd
Baxter, George	Zoology	Instructor	1st
Borbas, Laszlo	Modern Languages	Instructor	1st

\*Although Mr. Moore has been at the University two years as Assoc. Prof., at the end of which time, to comply with tenure and promotion regulations, he should be recommended for continuing tenure or for release, the Committee recommends that an exception be made in his case and that he be employed for an additional year on probationary tenure.

\*\*Mr. Rice was not given rank at the time of his employment because of the type of project on which he is working. He is eligible and can be given rank at a later time should his superior officers recommend it and keep him on the staff after the discontinuance of the project on which he is working.

College of Liberal Arts  
(Continued)

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Brady, Wray G.	Mathematics	Instructor	1st
Bristow, Leonard	Mathematics	Asst. Prof.	2nd
Call, Tracey G.	Pharmacy	Asst. Prof. of Pharmacognosy	1st
Cook, William B.	Chemistry	Instructor	1st
Cooke, Hedley V.	Political Science	Asst. Prof.	1st
Craven, J. Howard	Economics	Asst. Prof.	1st
de Paz, Alberto	Modern Languages	Asst. Prof.	1st
Dunham, Richard	English (Dramatics)	Assoc. Prof.	1st
Fautin, Reed W.	Zoology	Asst. Prof., Dir. of Wildlife Conservation Mgt.	2nd
Fisher, Edward	Physics	Asst. Prof.	2nd
Garrison, W. M.	Chemistry	Asst. Prof.	2nd
Gilman, Albert	English	Instructor	1st
Goodman, J. Stuart	English	Instructor	1st
Harding, S. W.	Physics	Asst. Prof.	1st
Hedges, Roy W.	Music	Instructor	3rd
Hilton, H. K.	Mathematics	Instructor	1st
Holborn, G. W.	English (Journalism)	Instructor	1st
Horak, Frank A.	Physics	Asst. Prof.	2nd
Hulse, Bruce T.	Physics	Instructor	1st
Janssen, Arthur G.	Chemistry	Instructor	1st
Kauder, Emile	Economics	Asst. Prof.	1st
Kelly, Leon	Art	Asst. Prof.	1st
Kuchel, Eldred	Economics	Instructor	2nd
Lewis, Edgar	Music	Instructor	1st
Lindblom, A. G.	Physics	Instructor	2nd

College of Liberal Arts

(Continued)

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Lloyd, Milton I.	Chemistry	Instructor	2nd
Mackinnon, Hugh	Music	Asst. Prof.	2nd
McCollough, R. R.	English	Instructor	2nd
McFadden, Hugh	Psychology	Assoc. Prof.	1st
McGee, Gale W.	History	Asst. Prof.	2nd
McGrew, Paul O.	Geology	Asst. Prof. & Asst. Curator of Museum	2nd
McNeil, George J.	Art	Asst. Prof.	2nd
Mahan, Richard	English	Instructor	1st
Mallette, M. F.	Chemistry	Instructor	1st
Morse, Marjorie	History	Instructor	1st
Mueller, W. A.	Modern & Classical Languages	Asst. Prof.	2nd
Nelle, William	Modern Languages	Instructor	2nd
Reed, John F.	Botany	Asst. Prof.	2nd
Rodgers, Bruce T.	Music	Asst. Prof.	1st
Rudden, Mrs. Rebecca	English	Instructor	2nd
Russell, R. T.	Geology	Asst. Prof.	1st
Russin, R. I.	Art	Asst. Prof.	1st
Steen, Palmer	Mathematics	Asst. Prof.	2nd
Sylvester, George	English	Instructor	2nd
Tuttle, Daniel	Political Science	Instructor	1st
Walthall, Wilson	Psychology	Asst. Prof.	1st
Wengert, E. S.	Political Science	Prof., Head of Dept.	1st
Wittgenstein, Herbert	Economics	Instructor	1st
Yocum, Jack	English (Dramatics)	Instructor	1st

College of Liberal Arts

(Continued)

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Young, Willard	Physics	Instructor	2nd

Adult Education and Community Service

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Bridgmon, George	(See College of Agriculture)		
Christensen, Julius	Northwest Center	Supply Instr. in English	1st
Darland, D. D.	Adult Educ. & Comm. Service	Asst. Prof. & Asst. Dir. in charge of Com. Service	1st
Dugan, Arthur	Adult Educ. & Comm. Ser.	Extension Class Dir., Asst. Prof.	2nd
Magwire, Craig	Northwest Center	Instr. in Math.	1st
Markley, Paula	Northwest Center	Instr. in Home Ec. and Chemistry	1st
Moore, C. C.	Northwest Center	Director of Center, Instructor	2nd
Peartree, Charles	Northwest Center	Instr. in Commerce	2nd
Renfro, Richard	Northwest Center	Asst. Prof. of Music	1st
Thompson, C. H.	(See College of Education)		
Waite, Carleton	Northwest Center	Asst. Prof. of Hist. and Polit. Sci.	1st

Personnel and Guidance

<u>Name</u>	<u>Department</u>	<u>Title</u>	<u>Year</u>
Ross, Janet*	Personnel and Guidance	Instr., Super. of Stu. Employment, & Voc. Counselor	1st

\*Recommended for re-employment but not for probationary tenure. Recommendation regarding tenure withheld pending report of committee appointed to clarify matter of tenure for members of staff who have part-time teaching and part-time administrative duties.

Mr. Hansen then moved that, in accordance with the recommendations of the President's Advisory Committee and President Humphrey, the Board approve the following changes in tenure and promotion status for members of the faculty, which, unless otherwise indicated, take effect with the beginning of their next contracts. This motion was seconded by Mr. McCracken and carried.

*Tenure.*

College of Agriculture

<u>Name</u>	<u>Title</u>	<u>Recommendation</u>
Beetle, Alan	Asst. Prof. of Agronomy	Continued for third year on probationary tenure and promoted to Assoc. Prof. of Range Mgt.
Bunting, Pauline	Assoc. Prof. and Home Mgt. Specialist	Continuing tenure
Johnston, Alexander	Assoc. Prof. of Wool Technology	Promotion to Professor
Pfadt, Robert E.	Asst. Research Entomologist, with rank of Asst. Prof.	Promotion to Assoc. Res. Entomologist, with rank of Assoc. Prof.
Schilt, Louis	Assoc. Prof., County Agent Leader	Continuing tenure

College of Education

<u>Name</u>	<u>Title</u>	<u>Recommendation</u>
Bemis, Jane	Instr. in Voc. Home Economics	Continuing tenure & promotion to Asst. Prof.
Boyd, Gertrude	Assoc. Prof. of Guidance Educ.	Continuing tenure
Ernst, Ernestine	Instr. in English Education	Continuing tenure and promotion to Asst. Prof.
Gould, Gertrude	Assoc. Prof. of Health Education	Continuing tenure
Gunderson, Agnes	Assoc. Prof. of Elem. Education	Promotion to Professor

College of Education

(Continued)

<u>Name</u>	<u>Title</u>	<u>Recommendations</u>
Jayne, C. D.*	Asst. Prof. Asst. Dir. Adult Educ. & Comm. Service	Continuing tenure and promotion to Assoc. Prof.
Mayne, F. Blair	Prof. of Business Education	Continuing tenure
Samford, C. D.	Asst. Prof. of Educ., Prin. Univ. H. S.	Continuing tenure and promotion to Assoc. Prof.
Schunk, Bernadene	Instr. in Elem. Educ.	Continuing tenure and promotion to Asst. Prof.
Seibert, B. N.	Instr. in Trade and Industrial Educ.	Continuing tenure
Watkins, R. D.	Asst. Prof. of Health & Physical Education for Men	Continuing tenure and promotion to Assoc. Prof.

College of Engineering

<u>Name</u>	<u>Title</u>	<u>Recommendations</u>
Long, V. O.	Assoc. Prof. of Elec. Engin., Act. Head of Dept.	Continuing tenure
Trueblood, Richard	Instr. in Elec. Engin.	Promotion to Asst. Prof.
Woody, O. G.	Assoc. Prof. of Arch. Engin.	Continuing tenure

College of Liberal Arts

<u>Name</u>	<u>Title</u>	<u>Recommendations</u>
Biggs, W. R.	Assoc. Prof. of English (Journalism)	Continuing tenure
Becker, Robert	Asst. Prof. of Music	Promotion to Assoc. Prof.
Blackstone, D. L.	Assoc. Prof. of Geology	Continuing tenure
Boyle, James M.	Assoc. Prof. of Art, Head of Dept.	Continuing tenure and promotion to Professor

\*Effective July 1, 1948

College of Liberal Arts

(Continued)

<u>Name</u>	<u>Title</u>	<u>Recommendations</u>
Denniston, R. H.	Asst. Prof. of Zoology	Promotion to Assoc. Prof.
Field, J. Thomas	Assoc. Prof. of Chemistry	Continuing tenure
Gunn, George	Assoc. Prof. of Music	Promotion to Professor
Huizinga, Henry	Instr. in Zoology	Promotion to Asst. Prof.
Jones, Marshall E.	Assoc. Prof. of Sociology	Promotion to Professor
Larson, T. A.	Assoc. Prof. of History & Act. Head of Dept.	Promotion to Professor
Nichols, D. G.	Asst. Prof. of English	Promotion to Assoc. Prof.
O'Day, David W.	Asst. Dean of College of Lib. Arts, directing School of Pharmacy, Prof. of Chemistry	Continuing tenure
Ostrom, Vincent	Asst. Prof. of Polit. Science	Continuing tenure
Schwid, Nathan	Assoc. Prof. of Mathematics	Continuing tenure
Smith, S. R.	Asst. Prof. of Mathematics	Continued on probationary tenure for third year and promotion to Assoc. Prof.

Architect Porter then discussed new building plans and dates when bids might be received. Mr. Porter stated that plans will be completed, ready for use by contractors as follows: New Men's dormitory, now; Education building, March 20; Knight Hall Addition including food services, April 1; First two units of the Agriculture building, April 5. Mr. McCracken moved that these dates be approved and that we call for separate bids for each of these jobs, as well as one master bid that will cover all of them. These bids are to be received June 1. This motion was seconded by Mr. Burwell and carried.

*Building Program  
Bids to be opened  
June 1  
New Men's Dormitory  
Education Building  
Knight Hall Addition  
Agriculture Bldg.*

Mr. McCracken then moved, it was seconded by Mr. Hansen and carried, that the New Men's dormitory be named "Wyoming Hall".

*Dormitories  
New Men's Dormitory to  
be called "Wyo. Hall"*

The Comptroller then informed the Board that he had received an offer of \$15,000 cash for 200 acres, improvements, and water rights comprising the University farm at Lyman. After discussion, Dr. Cunningham moved, it was seconded by Mr. McCracken and carried, that this offer be tabled until information can be obtained from the University Law School and the Attorney General as to the rights of this Board to sell this land or other State Farms, and to retain the proceeds of the sales for capital investments in remaining farms.

*State Farms  
Univ. received offer  
to sell Lyman farm.*

It was then moved by Mr. Watenpaugh, seconded by Mr. Hansen and carried, that the request of the National Guard for a building site at the Afton farm be rejected due to the fact that there is no land now on this farm which is not used and needed by the University. This motion was seconded by Mr. Hansen and carried.

*State Farm  
Request for National  
Guard bldg. at Afton*

Upon the motion of Mr. Watenpaugh, the Trustees approved the report of the committee appointed to study and recommend procedures for the future operations of the Wyoming Union as recommended by President Humphrey and directed the Union Managing Committee to carry out the recommendations of the report. This motion was seconded by Dr. Cunningham and carried with instructions that the committee be continued to assist the Union Managing Committee in carrying out the several recommendations.

*Wyoming Union  
Report from Committee*

February 20, 1948

President G. D. Humphrey  
Old Main  
Campus

Dear President Humphrey:

The Committee appointed by the Board of Trustees at their meeting on January 23-25, 1948 "to study carefully the contents of the Solheim Committee report with regard to the Wyoming Union, the recommendations of the Union Managing Committee, the recommendations of the President, and the recommendations contained

in last year's audit, for the purpose of eliminating procedures that appear to be outmoded and inefficient and of suggesting procedures deemed proper for the effective and efficient operation of the Union", wishes to submit the attached recommendations for consideration.

The various reports, studies, comments and opinions of a number of persons have been given critical study by the committee in its attempt to answer the problem posed in your letter of commission. The committee is of the opinion that previous recommendations, criticisms, and comments are largely based on operating reports, ratios, and analyses taken from the records of the Union and that these records do not now give a clear or adequate picture of operating results. The "losses" reported in the financial statements could be the result of a number of factors among which may be an established price level which is too low to yield a profit regardless of how efficient the management might be. This price structure is possibly due to an attempt to compete with other campus eating places. It is recognized that these competing points are partially supported by the University and that they do not always operate profitably.

In attempting to delimit its duties or scope of investigation the committee concluded that it was in no way concerned with persons or personalities; that much of the furor about the Union has been occasioned by the growth of the student body; and, that the problems of management should be solved by the Managing Committee through the Director. The Union Managing Committee is the body responsible for the satisfactory management and no rules should be set up which would restrict the committee's function. Examples of problems which normally should be solved by the Managing Committee are: (1) control of cash, (2) the number and qualification of employees, (3) the size of food portions and, (4) preferential treatment of customers.

Based on the above general statements your committee has prepared recommendations which it believes will do much to resolve the Union problem.

Respectfully submitted,

M. C. Mundell, Chairman

L. G. Meeboer

Forest R. Hall

Glenn R. Daniel

#### RECOMMENDATIONS

- I. The Wyoming Union should be reorganized on the basis of separation of commercial activities from those non-commercial activities which are of a club or lodge nature.

For example the following operating departments might be established.

A. Commercial activities

1. Food service
  - a. Fountain
  - b. Cafeteria
  - c. Dining room
2. Sales Counter
3. Health Service (Dormitory)
4. Game Room
5. Juke-box and pinball machines

B. Non-Commercial or Club Activities

1. Ballroom
2. Committee rooms
3. Post Office
4. Social Activities (Coffee Hour, etc.)

C. Administration and operation

1. Administrative
2. Building Maintenance  
(Note: Item "C" is, of course, directly related to "A" and "B". Costs involved in "C" would have to be allocated equitably to "A" and "B".)

II. A new and adequate accounting system should be installed by qualified experts. This system should conform to the organizational plan so that the accounts will reflect true operating results. There must be a logical distribution of expenses to the departments receiving the benefits of the services even though this may increase the operating deficit in the food service department and bring about an opposite effect in other departments. Failure to make proper allocations destroys the effectiveness of accounting reports as an administrative tool.

III. An accountant should be hired to keep the accounting record and to prepare monthly and annual reports and analyses of operating results. Information thus derived shall be used by the Director and the Managing Committee as a tool in effecting efficient, economical, and satisfactory administration of the whole enterprise.

IV. There should be a joint meeting of a group composed of representatives from the Union Managing Committee, the A.S.U.W. Finance Committee, and the Executive Committee of the A.S.U.W. for the purpose of proposing a reallocation of student fees and faculty dues so that bond retirement will be adequately provided for and so that an adequate amount may be granted as a subsidy for non-profit-

able functions. This plan should eliminate the so-called "losses" as they now exist and would be in keeping with the new philosophy of Union operations.

There should be a continuing close relationship among the three groups named above so as to promote harmony, coordinate ideas and activities, and to reduce causes of disagreement, dissension, and inefficiency.

- V. As soon as accounting records and statements present a true picture on the reorganized basis, then the management of the Union should undertake the elimination of any losses. To do this it may be necessary to raise prices on food items, though the reduction of expenses and costs as a means of eliminating some of the loss should have first consideration. It may be necessary to continue a subsidy from fees to the commercial enterprises of the Union so long as it is necessary to meet the competition of some university dining halls which are run at a loss. Certainly the non-commercial departments of the Union should always be supported by fee income.
- VI. Matters pertaining to operation and management should be left solely within the purview of the Managing Committee.
- VII. As soon as practicable the University should expand its central purchasing procedure and storage facilities to encompass large quantity buying and refrigeration of perishable products.
- VIII. As a matter of policy, there should be no rent charged to the University by the Union for use of Committee rooms, the Post Office space, Convention rooms, etc. This is true because the Union obtains a substantial allowance from the University through the receiving of items like light and heat at no cost to the Union.
- IX. When it is established that the Union is operating in the "black", then consideration should be given to accelerating the bond retirement if available funds permit.

Upon the recommendations of Athletic Director Jacoby and President Humphrey, Dr. Cunningham moved that credit for athletic scholarships against fees for Wyoming residents be \$35.00; non-residents, \$105.00. This motion was seconded by Mr. Sullivan and carried.

President Humphrey then submitted "Memorandum of Understanding Between the United States of America and the University of Wyoming as prepared by the United States Department of Interior, Bureau of Reclamation covering the Missouri River and Colorado River Basins. After discussion

*Scholarships  
Athletic*

*Memo. of Understanding  
between U.S.A. &  
Univ. of Wyo.*

Mr. Hansen moved that the University's approval and signature on this document be held in abeyance pending further clarification. This motion was seconded by Mr. Del Monte and carried.

President Humphrey then submitted a proposal for installing gas in the Row Apartments as prepared by Superintendent of Building and Grounds, C. B. Jensen, together with his letter of transmittal. After discussion Mr. Burwell moved that University authorities request the Public Housing Administration in San Francisco to give us permission to increase rentals as called for in the proposal, and that the sum of \$30,613.73 be appropriated from the surplus federal oil royalties in the University Building Improvement fund to cover the cost of the installation as outlined in the proposal. This motion was seconded by Mr. Sullivan and carried.

*Veterans Housing  
Installation of gas in  
ROW APARTMENTS*

February 28, 1948

President G. D. Humphrey  
Campus

My dear Dr. Humphrey:

By your request I am pleased to send you this report in regards to converting coal burning equipment into gas in our 176 row apartments as follows:

2850 l.f. trench to dig and 4" pipe to weld @ 60¢	\$1,710.00
1200 l.f. 4" black pipe on hand @ 30¢	360.00
1650 l.f. 4" black pipe to purchase @ 65¢	1,072.50
5300 l.f. 1" black pipe to purchase @ 20¢	1,060.00
1960 l.f. 3/4" black pipe to purchase @ 17¢	333.20
1960 l.f. 1/2" black pipe to purchase @ 15¢	294.00
120 - 1" gas stops @ 1.88	225.60
356 - 3/4" gas stops @ 1.46	519.76
Pipe fittings for 176 apartments @ 8.00	1,408.00
176 coal ranges converted to gas @ 15.00	2,640.00
120 service trenches to dig @ 8.00	960.00
102 - 60,000 B.T.U. space heaters on hand @ 35.00	3,570.00
74 - 60,000 B.T.U. space heaters to purchase @ 57.00	4,218.00
Welding rods & gas for 120 services @ 3.00	360.00
120 service boxes @ 3.25	390.00
Reventing 176 space heaters @ 4.00	704.00
2816 hrs. plumbers labor @ 1.85	5,209.60

2816 hrs. common labor @ 1.00	<u>2,816.00</u>
	\$27,830.66
Contingent	<u>2,783.07</u>
Cost per apartment \$173.94	\$30,613.73

Only 120 service lines are necessary for the 176 apartments due to the fact that 96 of these are two story. Also there has been some talk about only converting the space heaters into gas and not converting coal kitchen ranges, of which I do not approve because the additional cost is very small and the tenants will still have to buy coal and wood and we have to haul away ashes which leaves an expense for the tenants as well as us. If coal is still burned in these apartments we would have to redecorate oftener than with 100% gas burning equipment. Also we can get rid of all of the unsightly mess of coal boxes and kindling around these buildings which is a tremendous fire hazard.

I would also like to mention that we will have on hand 176 coal burning space heaters which could be sold and the price of these credited against this expenditure.

I trust this report is what you wanted and if this report is approved, the Buildings and Grounds Department should start immediately in getting this material ordered as we only have on hand 102 - 60,000 B.T.U. space heaters and 1200 lineal feet of 4" black pipe.

Respectfully submitted,

/s/ C. B. JENSEN, Supt.  
Buildings and Grounds

CBJ/pw

CC: Mr. Fay E. Smith, Comptroller  
Mr. Forest Hall, Administrative Assistant

#### PROPOSAL FOR INSTALLING GAS IN THE ROW APARTMENTS

Coal is used for heating and cooking in the 176 row apartments in the veterans' housing project. Coal is expensive to both the tenants and the University, since redecorating costs and general maintenance are higher than if gas were used. It is also expensive to haul ashes. Furthermore, the use of coal creates an extra fire hazard. During the recent cold spell, the water lines in many of the row apartments froze. One morning the Buildings and Grounds Department had

to thaw out water lines for 42 tenants.

Students who live in the row apartments have requested that the University install gas. Representatives of these tenants have expressed a willingness to pay sufficient rent to cover not only the cost of gas but also the sum necessary to reimburse the University for installation costs.

Mr. Jensen has estimated that \$30,613.73, or \$173.94 per apartment, would be needed to lay gas lines, install space heaters, and reconvert the present coal ranges for the use of gas. A letter containing his estimate is attached.

If rental rates for the row apartments were increased an average of \$12.00 per month, it seems quite likely that the capital cost of installation could be amortized within a period of 2 1/4 to 3 years. \$5.00 per apartment would be sufficient to cover the cost of gas, leaving \$7.00 for amortization. If vacancies do not exceed 10 per cent, the University would have \$6.30 per month per apartment, or \$75.60 per year per apartment. Such an income for 2 1/4 years would be \$170.10, which is almost the cost of installation. Students state that the cost of coal averages about \$13.00 per month on an annual basis. They say that tenants in the row apartments would be willing to pay \$12.00 or \$13.00 extra per month for the convenience of gas for heating and cooking.

Two problems in connection with the installation of gas in the row apartments need consideration:

1. The University must take steps to secure permission from the Public Housing Administration to increase the fair value rental scale to include the cost of gas plus an allowance for financing the return of capital needed for the

installation of gas lines and stoves. Mr. Miller of the Housing Bureau has talked with representatives of the Public Housing Administration, and he reports that they would receive an application for such permission. They indicated to Mr. Miller that such permission would quite likely be granted.

2. A source of funds would be needed by the University to pay the costs of conversion to gas. During the month of February, too late for inclusion in the President's report to the Board, the University received notice from the State Treasurer that \$167,447.87 had been credited to the Building Improvement Fund as the University's share of the oil royalty and interest accumulations for the present year. The current budget carries an estimated income for the Building Improvement Fund of only \$99,000, so that the University has received a "windfall" of \$68,447.87. These funds can be used only for building improvement.

Should the Board set aside from this additional income the \$30,613.73 needed for the conversion of the row apartments to the use of gas, a balance of \$37,834.14 would be left for reducing the overdraft in the Butler Hut capital account. On February 18 Mr. Jensen reported this overdraft to be \$43,458.91. If the \$37,834.14 balance were applied to this deficit, the overdraft would be reduced to \$5,624.77. However, Mr. Jensen's estimate for converting the row apartments contains an item of \$360 for four-inch pipe which is now on hand and an item of \$3,570 for space heaters, also on hand. These two amounts total \$3,930 of the overdraft in Mr. Jensen's accounts, so that the use of the excess income

in the University Building Improvement Fund would not only finance the installation of gas in the row apartments but would, for all practical purposes, eliminate the deficit in the Butler Hut capital account.

The President recommends that the Trustees authorize officials of the University to make application to the Public Housing Administration for permission to install gas in the row apartments and to increase rentals for recovering such costs. The President further recommends that the Trustees appropriate \$30,613.73 of the \$68,447.87 surplus in the University Building Improvement Fund for the installation of gas in the row apartments.

Mr. Burwell moved that the request of the Chi Omega Corporation to purchase Lot six in Fraternity Park be approved, effective when this piece of ground is vacated by the University as it now lies in the football practice field. This motion was seconded by Mr. Del Monte and carried.

*Chi Omega  
Purchasing Lot VI*

Mr. Watenpaugh moved that \$120.00 be appropriated for the use of the Journalism department for spring quarter as a teletype rental charge. This motion was seconded by Dr. Cunningham and carried.

The Board then received the report of the Faculty-Trustee Committee for Honorary Degrees. It was moved by Mr. Watenpaugh that the recommendations of the committee be approved and that honorary degrees be awarded at the June commencement to:

*Honorary Degrees  
William R. Coe  
John D. Clark  
Charles A. Myers*

William R. Coe  
John D. Clark  
Charles A. Myers

This motion was seconded by Mr. Del Monte and unanimously carried.

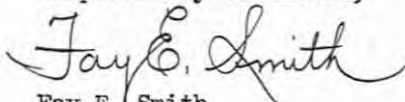
The date for the next meeting of the Board was left subject to the call of President Simpson. April 19 was proposed as this is the date when

*Next Meeting*

John Charles Thomas appears in concert on the campus.

The Board then adjourned the evening of the 28th.

Respectfully submitted,

A handwritten signature in cursive script, reading "Fay E. Smith". The signature is written in dark ink and is positioned above the printed name and title.

Fay E. Smith  
Secretary

*Adjournment*