

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

April 10, 1953

For the confidential information
of the Board of Trustee

The April 10 meeting of the Board of Trustees was called to order by Vice President McCracken in the absence of President Simpson. Answering the roll call were: McCracken, Reed, Sullivan, Hansen, Patterson, Brough, Jones, Newton, Chamberlain, Reimerth, and Peck and, ex-officio, Stolt and Humphrey. Absent were Simpson and, ex-officio, Rogers.

Secretary Sullivan administered the oath of office to the two new members of the Board, Mr. C. H. Reimerth of Casper and Mr. Roy Peck of Riverton.

On behalf of the Board, Mr. McCracken welcomed the new members, congratulated them on their appointment, and assured them that as members of the Board of Trustees of the University they would have an excellent opportunity for service, particularly to the young people of the state.

Mr. Hansen moved that the minutes of the February 27-28 meeting of the Board of Trustees be approved. Mr. Brough seconded the motion and it was carried.

President Humphrey stated that at the suggestion of Mr. Reed he had investigated to see what salary is paid to members of the Legislature, and that he had found it to be \$12.00 per day. He also indicated that, in view of the action of the 32nd Legislature in increasing travel and per diem allowances, the Trustees would be entitled to a travel allowance of eight cents a mile and to a per diem of \$9.00. After some discussion, Mr. Jones moved that the travel allowance for the Board of Trustees be fixed at eight cents a mile, that per diem be set at \$9.00, and that salary be increased to \$12.00 per day. Mr. Reed seconded the motion and it was carried.

OATH OF OFFICE
TO NEW MEMBERS

WELCOME TO NEW MEMBERS

APPROVAL OF MINUTES

CHANGE IN TRAVEL,
PER DIEM AND SALARY
FOR TRUSTEES

Following announcements by President Humphrey, attention was given to the President's Report.

Mr. Hansen moved that the Board approve the appointment of Mr. Laurence W. Cor as Instructor in Modern Languages, effective September 1, 1953, at a salary rate of \$3,900 for the academic year 1953-54. Mr. Newton seconded the motion and it was carried.

APPOINTMENTCor

Mr. Brough moved, Mr. Chamberlain seconded, and it was carried that the following resignations be approved:

RESIGNATIONS

1. Mr. John Barnes, Supervisor of Extension Classes in the Northern Wyoming Community College, effective March 27, 1953, to accept another position.

Barnes

2. Mr. Walter Wilcox, Instructor in Journalism, effective August 31, 1953, to operate a newspaper of his own in Idaho.

Wilcox

Mr. Jones moved, Mr. Newton seconded, and it was carried that the following recommendations with respect to budget changes be approved:

BUDGET CHANGES

1. College of Commerce and Industry. The appropriation of \$175 to cover the cost of student assistants for the remainder of the 1952-53 fiscal year in the Dean's office and in the Departments of Business Administration and Statistics.

Commerce and Industry

2. Elementary Education Department. The appropriation of \$55.43 to take care of contractual expenditures for the remainder of the fiscal year 1952-53.

Elementary Education

3. Department of Chemistry. The appropriation of \$1,090 to cover purchase of Keldahl Digestion and Distillation Apparatus for the Department.

Chemistry

4. Division of Music. Authorization to the Business Manager and the President to grant appropriations for emergency instruction in the Division of Music, with the understanding that all such appropriations will

Music

be covered by fees from students taking private lessons and will result in no actual expenditure on the part of the University.

President Humphrey reported that, upon authorization of the Board of Trustees and subject to final approval by the Board, he had worked out an arrangement with Mr. E. G. Rudolph, Professor of Law, whereby Mr. Rudolph would serve as legal adviser for the University at a fee of \$2.50 an hour, and that Mr. Rudolph would receive a minimum of \$1,200 and a maximum of \$1,500 per year for his service. Mr. Reed moved that the arrangement as outlined be approved. Mr. Newton seconded the motion and it was carried.

For the information of the Board of Trustees, President Humphrey reported that Mr. DeWald of the DeWald Stone Works (purchaser of the stone quarry equipment owned by the University) had completed payment of the purchase price and that the arrangement approved by the last meeting of the Board for entering into a title-retaining contract, giving Mr. DeWald possession of the equipment and permitting him to make three annual payments of \$3,300 plus six per cent interest would be unnecessary.

President Humphrey stated that, after further study of the retirement policy for University employees, the Faculty Retirement Committee felt it would be wise to make certain changes in the policy as adopted by the Board of Trustees on February 28. He explained that the principal change was in the age at which a person who had left the University prior to retirement age would begin receiving limited service payments. The previous policy provided that such employees would receive the first limited service payment for the first full month of July following the sixty-fifth birthday, while the proposed policy would not begin payments until the first full month of July following the seventieth birthday.

LEGAL COUNSEL FOR
THE UNIVERSITY

STONE QUARRY

RETIREMENT POLICY FOR
UNIVERSITY EMPLOYEES

For the benefit of the new members of the Board, Mr. Chamberlain, who helped to write the new retirement laws for state employees, went into some detail to explain the new retirement provisions as they affect University employees. He pointed out that employees who leave the University prior to retirement age are not actually entitled to receive any limited service benefits, since one of the conditions of the Limited Service Plan was the provision that an employee must remain with the University to retirement age in order to receive any benefits from the Plan. There was considerable discussion of this particular point, and several different opinions were expressed.

With regard to the revised policy which President Humphrey had presented, Mr. Reed stated that he felt the last sentence was confusing and should be changed to read as follows: "Any person entitled to receive such payments who has left the service of the University prior to retirement at the age of 70 shall receive the first such payment for the first full month of July following his 70th birthday." Mr. Sullivan moved that the proposed change be made. Mrs. Patterson seconded the motion and it was carried.

After some further discussion, which included a review of the provisions that had been made for those University employees who chose to join the State Employees Retirement System rather than remain on limited service, President Humphrey was authorized to ask the Faculty Retirement Committee to study these cases to see what might be worked out for giving them retirement benefits equal to those received by the limited service employees. It was then moved by Mr. Reed, seconded by Mr. Sullivan, and carried (Mr. Reimerth not voting since he did not feel sufficiently well informed to do so) that the following revised retirement policy for University employees be approved:

WHEREAS, the University of Wyoming is in the process of liquidating all its existing retirement plans, and

WHEREAS, the University must make adjustments in liquidating the Limited Service Plan and the State Employees Retirement System and in initiating Social Security and the Wyoming Retirement System, and

WHEREAS, it appears necessary that the Board of Trustees agree upon a general policy in respect to retirement under all of the plans that will be in effect from April 1, 1953;

THEREFORE, BE IT RESOLVED that the following shall be the policy of the Board of Trustees:

(1) That the Board of Trustees reserves the option of retiring employees of the University under the following conditions:

- (a) On July 1 following the completion of thirty years of service;
- (b) On July 1 following the attainment of age 65 or older up to and including age 69, but not later than July 1 following the attainment of age 70.

(2) That prior to July 1, 1953, and each succeeding year thereafter, the President of the University shall report to the Board of Trustees the names and rank or position of all employees of the University who, prior to July 1, will have reached the age of 65 or older. Upon the basis of such information the Board will, each year, exercise its option of retaining or retiring those employees eligible for retirement under the rule stated above.

(3) That any person entitled to receive payments in liquidation of the Limited Service Plan who remains in the employ of the University until retirement shall begin to receive such payments upon the date of actual retirement. Any person entitled to receive such payments who has left the service of the University prior to retirement at the age of 70 shall receive the first such payment for the first full month of July following his 70th birthday.

The Board adjourned at 12:40 and reassembled at 2:40 p.m. with the same members present as were present for the morning session.

President Humphrey stated that when plans for liquidation of the University's Limited Service Plan were made and when the formulae were worked out for liquidating the Plan, no consideration was given to the fact that a special limited service plan was made for the President some years ago. He presented a resolution which had been prepared by

LIMITED SERVICE
FOR PRESIDENT

Mr. Frank J. Trelease, Secretary of the Faculty Retirement Committee, in an attempt to clarify the special provision made for presidential limited service. Mr. Hansen moved, Mr. Reed seconded, and it was carried that the Board approve the resolution which follows:

WHEREAS, by resolution dated February 28, 1953, the Board of Trustees liquidated the Limited Service Plan, provided that no further rights shall accrue to any employee under that Plan, and that all persons under that Plan who have not retired shall receive at retirement age monthly partial payments recognizing their equity in the Plan accrued on or prior to March 30, 1953, and

WHEREAS, the President of the University was by resolution of the Board dated March 7, 1950, placed on a special Limited Service status which provided that if the President is placed on Limited Service either at his own request or by the Board of Trustees, before having served fifteen years, he shall receive a proportionate part of the maximum Limited Service salary rate established for his office computed on the basis of the number of years he has served, and

WHEREAS, under the resolution dated February 28, 1953, the President of the University can accrue no further rights to Limited Service after March 30, 1953, and as of that date he will have served the University for the period of seven years and seven months, and

WHEREAS, it was the intention of the resolution of March 7, 1950, to recognize service for fractions of a year, and it is therefore desirable that the formula for partial payments should be expressed on the basis of months,

NOW THEREFORE BE IT RESOLVED:

THAT the resolution of March 7, 1950, be clarified, and the partial Limited Service payments which will have accrued to the President on March 30, 1953, should be computed in accordance with the following formula: $\frac{1}{15} \times \$350 \times \frac{S}{12}$, where S equals months of service or major fraction thereof.

President Humphrey reported to the Board that a change had been made in the provisions of the University's contract with Coach Phil Dickens as reported to the Board at the last meeting. He stated that it had not proved to be practicable to purchase Government bonds in favor of the University of Wyoming and/or Coach Dickens, since most Government bonds

CONTRACT WITH
GOACH PHIL DICKENS

cannot be purchased in the name of an organization and/or an individual. He stated that arrangements had been made for purchasing a Series E bond each month in the name of Phil Dickens and for placing these bonds in the University's safety deposit box. If Coach Dickens completes his contract, the bonds will be turned over to him. If he fails to complete his contract, he agrees to pay the University the cost of the bonds plus interest accrued to the date of his resignation. Mr. Newton moved that the change be approved. Mrs. Patterson seconded the motion and it was carried.

Consideration was given to a request from Mr. J. P. Steele for permission to rent from the University a portion of University property across from the Circle S Motel on Grand Avenue for the purpose of erecting two signs for advertising purposes for the motel and to provide a turn-off for fast-moving traffic going west on Grand Avenue. It was the consensus of the Board that the University should not permit Mr. Steele to use University property as a turn-off for fast-moving traffic. After some discussion, Mr. Jones moved that the Business Manager be authorized to enter into a five-year contract with Mr. Steele for rent of University property for the purpose of erecting two signs, said contract to contain a clause permitting either party to cancel on sixty days' notice, and that the amount of the rent be left to the discretion of the Business Manager. Mr. Sullivan seconded the motion and it was carried.

President Humphrey presented a report which he had received from the Committee Advisory to the President with regard to the granting of advanced degrees to University faculty and also with regard to the question of probationary employment. President Humphrey explained that in recent years the University's regulation that no person above the rank of instructor could be eligible to receive an advanced degree from the University had been abused and that members of the faculty had been requesting a reduction in rank to permit them to receive degrees and

RENT OF UNIVERSITY
PROPERTY TO
J. P. STEELE

CHANGE IN REGULATIONS
OF BOARD OF TRUSTEES

then, immediately after receiving the degrees, requesting that their former rank be restored. To correct the situation and also to give young faculty members an opportunity to earn a degree from the University before achieving continuing tenure and/or promotion, the Committee proposed the following changes in the Regulations of the Board of Trustees:

1. Add the following new sub-section to Regulation 13-2.3: "(d) No person who has attained continuing tenure shall be removed therefrom and placed on probationary tenure for the purpose of becoming eligible for an advanced degree."
2. Add the following new section: "13-7.4. No person who holds the rank of assistant professor, or a higher rank, shall be reduced to the rank of instructor for the purpose of becoming eligible for an advanced degree."
3. Amend Section 13-2.2 (a) to read as follows: "The probationary period for instructors and assistant professors shall normally be four years. In the case of an instructor or assistant professor who shows marked promise and ability, he may be recommended for tenure at the end of his third year. In the case of an instructor who is working toward an advanced degree, or where other special circumstances exist, the probationary period may be extended not to exceed seven years. An instructor who completes seven years of such service at the University without achieving continuing tenure for the beginning of the following year shall not be eligible for reappointment. An assistant professor who completes four years of such service at the University without achieving continuing tenure for the beginning of the fifth year shall not be eligible for reappointment."

Mr. Brough moved that the proposed changes be approved. Mrs. Patterson seconded the motion and it was carried.

Consideration was given next to the question of financing an addition to the Geology Building and improvements at the Dairy Farm. President Humphrey explained that the Legislature had made provision for this financing by removing the ceiling on the amount which the University might receive from oil royalties. He stated that the additional amount which would be received during the current year would permit the University to complete the improvements at the Dairy Farm, for which the Legislature had specified a total expenditure not to exceed \$144,517. He added that

FINANCING GEOLOGY
BUILDING AND DAIRY
FARM IMPROVEMENTS

the Trustees could, if they wished, issue short term notes to cover the construction of an addition to the Geology Building, for which the Legislature had authorized an expenditure not to exceed \$500,000. He presented a suggested form for the notes and a suggested resolution for the Board which would authorize the notes. Some of the Trustees felt that there was a question as to whether or not the Board had the authority to issue the notes, and President Humphrey stated that he would have the University's legal adviser discuss the matter with the Attorney General. After some further discussion, Mr. Hansen moved that the proposed plan be approved, subject to the Attorney General's approval or revision, that an investigation be made to see whether or not it would be possible to borrow from the Permanent Land Fund of the University to cover the notes, and that a report be made to the Board at the next meeting. Mr. Reed seconded the motion and it was carried.

For the information of the Trustees, President Humphrey presented a report from the Business Manager on the collections which were made on insurance policies of various kinds of coverage during the period August 1949 through December 1952. His report indicated that the total of all claims amounted to \$6,964.53.

In the Addendum to the President's Report, attention was given first to appointments. Mr. Newton moved, Mr. Brough seconded, and it was carried that the following appointments be approved:

1. Dr. Jesse L. Mellor as Soils Scientist under the University's agreement with the Bureau of Plant Industry, Soils and Agricultural Engineering, effective April 1, 1953, at a salary rate of \$5,432 on a twelve-month basis (\$3,500 to be paid by the Bureau and \$1,932 to be paid by the University).

INSURANCE REPORT

APPOINTMENTS

Mellor

2. Mr. John A. Daiker as Supply Associate Professor of Accounting, effective September 1, 1953, at a salary rate of \$5,004 for the academic year 1953-54.

Daiker

3. Mr. Warren A. Mack as Instructor in Journalism, effective September 1, 1953, at a salary rate of \$4,008 for the academic year 1953-54.

Mack

4. Mrs. Barbara J. Smith as Assistant Professor of Nursing, effective September 1, 1953, at a salary rate of \$4,200 for the academic year 1953-54.

Smith

5. Mr. John O. Goodman as Director of the Northern Wyoming Community College and Professor of Education, effective August 15, 1953, at a salary rate of \$7,008 on a twelve-month basis, to be paid from the deposit liability fund of the Community College.

Goodman

6. Mr. William F. Bragg as Instructor in History in the Southeast Center in Torrington, effective September 1, 1953, at a salary rate of \$3,480 for the academic year 1953-54, to be paid from the deposit liability fund of the Center.

Bragg

Mr. Reed moved that Mr. Joseph T. Langland, Assistant Professor of English, be granted a leave without pay for the period September 1, 1953, to August 31, 1954, to permit him to accept a Ford Foundation fellowship for further study of the teaching of creative writing and the humanities at Columbia University. Mr. Hansen seconded the motion and it was carried.

LEAVE OF ABSENCE

Langland

1. Agronomy Department. Mr. Newton moved that the Board authorize the appropriation of \$2,408.93 to the Agronomy Department to cover the amount of sales made by that department to the Animal Production Department and credited to the Sales and Service fund of the University. Mr. Reed seconded the motion and it was carried.

BUDGET CHANGES

Agronomy

2. Recreation Lodge Building. Mr. Sullivan moved that an appropriation of \$475 be authorized to complete installation of an automatic

Recreation Lodge

and safe water system for the Recreation Lodge building and to purchase log seal for exterior and interior treatment of the logs used in the building. Mr. Brough seconded the motion and it was carried.

Certificate Credit Courses. Mr. Sullivan moved that the Board approve the recommendation that certificate credit courses (those offered for certificate credit and not for college credit) be placed on a credit hour basis and that the fee be changed from \$6.50 per course to \$3.50 per credit hour, usually resulting (since most courses carry two hours credit) in an increase of 50¢ per course. Mr. Jones seconded the motion and it was carried.

President Humphrey presented a list of twenty-three University employees (five members of the faculty and eighteen members of the non-academic staff) who on July 1, 1953, will have reached the age of 65 or over. He stated that the Board would have the option of retiring any or all of the persons on the list. After careful consideration of all those whose names were listed, it was moved by Mr. Hansen that Dr. J. R. MacNeel, Head of the Guidance Department, be retired at the end of the current academic year; that Dr. O. C. Schwiering be permitted to continue through the summer and fall quarter as Dean of the College of Education and through the summer of 1953 as Director of the Summer School, and that the President advise him to request retirement at the end of the fall quarter; that Dr. A. F. Vass' department (Agronomy and Agricultural Economics) be divided into two departments and that he be retained for the present as head of the Agricultural Economics Department; that Mr. O. A. Beath be permitted to continue in his position as Head of the Department of Agricultural Research Chemistry; that Dr. F. L. Nussbaum be permitted to continue for the present as Professor of History; and that President

FEE CHANGE

Certificate Credit Courses

RETIREMENT OF EMPLOYEES
SIXTY-FIVE YEARS OF
AGE AND OLDER

Humphrey be authorized to decide, following consultation with the Superintendent of Buildings and Grounds and the Business Manager, concerning those members of the Buildings and Grounds staff who have reached the age of 65 or over. Mr. Brough seconded the motion and it was carried.

The Board considered next a letter from the Business Manager stating that a slight variation had been found in the tests made by the University and those made by the Northern Gas Company to determine the BTU content of gas furnished by the Gas Company to the University. He stated that the Gas Company had requested that the price per cubic foot of gas be based upon an average of the Gas Company's tests and the University's laboratory tests, as long as the variation does not exceed 1%. Mr. Meeboer was invited into the meeting, and he stated that the contract provided for the payments to be made on the basis of tests made by the University. After some discussion, it was the consensus of the Board that the Gas Company's request for payment on an average of the tests made by the University and the Gas Company should be denied. The President and the Business Manager were directed to see that the calorimeter which was authorized by the Trustees to maintain a constant check on the BTU content of the gas be installed at the earliest possible date.

For the information of the Board of Trustees, President Humphrey presented a report which he had received from Dean R. R. Hamilton of the College of Law with regard to his visits to other Law Centers and his suggestions for possible implementation of a Center at the University. It was the consensus of the Board that the program as outlined was too expensive to undertake at the present time, and no action was taken on Dean Hamilton's suggestions.

CONTRACT WITH
NORTHERN GAS COMPANY

WESTERN LAW CENTER

In accordance with authorization given to him at the February meeting of the Board, President Humphrey presented a proposed contract which he had secured from the Twayne Publishing Company of New York City for the publication of 2,000 copies of THE INDIAN'S BOOK by Natalie Curtis for a total cost of \$7,000. President Humphrey stated that he was not yet sure that the venture would be a successful one financially and he recommended that he be authorized to appoint a committee composed of the Business Manager, the Head of the English Department, and the Secretary of the Board to pursue the matter further and to proceed with plans for publication if the committee determined that the project would be economically feasible. Mr. Reed moved that Dr. Humphrey's recommendation be approved. Mr. Sullivan seconded the motion and it was carried.

For the information of the Board of Trustees, President Humphrey presented financial statements, revised as of March 31, 1953, which were prepared in the office of the Business Manager.

Mr. Sullivan moved that the Board approve the appointment of Dr. John R. Vaughn as Professor of Agronomy and Station Plant Pathologist, effective May 1, 1953, at a salary rate of \$7,500 on a twelve-month basis. Mr. Hansen seconded the motion and it was carried.

For the information of the Board of Trustees, President Humphrey reported that a total of 35 high schools were visited by the student teams during the Wyoming Days tour, and that 66 schools had been visited thus far by the new Field Relations Counsellor of the University. He stated that he believed these visits would prove helpful in securing students for the University next year.

President Humphrey reported that in checking the list of fifty-year graduates of the University who would be entitled to receive the pin

"THE INDIAN'S BOOK"

FINANCIAL STATEMENTS

APPOINTMENT

Vaughn

HIGH SCHOOL
VISITATION

PINS FOR FIFTY-YEAR
GRADUATES

authorized by the Board of Trustees at the February meeting, he had discovered that of the thirty-seven listed who had received degrees fifty or more years ago, fourteen had received a bachelor's degree after two years' attendance. He requested the advice of the Trustees as to whether pins should be awarded to all degree recipients or to four-year degree recipients only. After some discussion, Mr. Sullivan moved that the pins be awarded to all fifty-year graduates of the University who received degrees. Mrs. Patterson seconded the motion and it was carried.

At the request of some of the Trustees, President Humphrey reviewed briefly the reductions which the University received in the budget presented to the 32nd Legislature and explained how the reductions would affect the program and services of the University during the next biennium. Dr. Humphrey then read a letter which he proposed to publish in the Alumnews giving alumni a brief summary of the University's financial outlook for the next two years. Some suggestions were made for revising the letter prior to publication, and Dr. Humphrey stated the proposed changes would be made.

President Humphrey read a letter from Mr. C. C. Cochran requesting that the University pay him \$20.00 for four windows broken by baseballs from the University baseball diamond in houses which he owns in that vicinity. Dr. Humphrey stated that he thought the request might be covered by the University's comprehensive liability insurance policy. Mr. Newton moved that President Humphrey be authorized to pursue the matter to a satisfactory conclusion. Mr. Brough seconded the motion and it was carried.

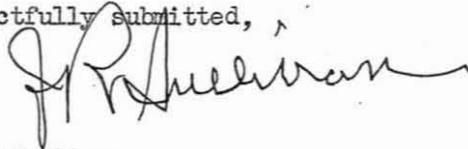
LEGISLATIVE
BUDGET REDUCTIONS

COCHRAN CLAIM
AGAINST UNIVERSITY

The date for the next meeting of the Board of Trustees was set for
June 8-10.

The meeting adjourned at 6:30 p.m.

Respectfully submitted,



J. R. Sullivan
Secretary

DATE FOR NEXT MEETING