THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

May 6-7, 1955

For the confidential information
of the Board of Trustee
The Board of Trustees was called to order at 10:10 a.m. on May 6. In the absence of President McCraken, Mr. Hansen was elected to serve as temporary chairman. The following members answered the roll call: Hansen, Sullivan, Brough, Jones, Newton, Chamberlain, Peck, and McIntire and, ex-officio, Humphrey. Absent were McCraken, Patterson, Bush and, ex-officio, Simpson. Miss Linford joined the meeting at 10:40 and Mr. Reed, at 10:50.

Mr. Brough moved that the minutes of the April meeting of the Board be approved as written. Mr. Sullivan seconded the motion and it was carried.

Mr. Newton moved, Mr. Peck seconded, and it was carried that the following appointments recommended in the President's report be approved:

1. **Mr. Harold P. Alley** as Instructor and Research Assistant in Agronomy, effective April 1, 1955, at a salary rate of $5,004 on a twelve-month basis.

2. **Mr. W. R. Thomas** as Assistant Professor of Animal Production, effective July 1, 1955, at a salary rate of $5,484 on a twelve-month basis.

3. **Mr. Malcolm Trueblood** as Instructor and Research Assistant in Bacteriology, effective July 1, 1955, at a salary rate of $4,500 on a twelve-month basis.

4. **Mr. Floyd Harmston** as Research Director for the Division of Business Research, with the rank of Assistant Professor, effective July 1, 1955, at a salary rate of $6,240 on a twelve-month basis.

5. **Miss Janet Helsel** as Assistant Professor of Secretarial Science, effective September 1, 1955, at a salary rate of $4,500 for the academic year 1955-56.

6. **Mr. Charles E. Dowdy** as Instructor in Statistics, effective September 1, 1955, at a salary rate of $4,380 for the academic year 1955-56.
7. Miss Jane Ralston as Supply Instructor in English, effective September 1, 1955, at a salary rate of $3,900 for the academic year 1955-56.

8. Miss Carol J. Wirig as Supply Instructor in Nursing, effective September 1, 1955, at a salary rate of $3,552 for the academic year 1955-56.

9. Mr. E. James Landers as Supply Instructor in Zoology and Physiology, effective September 1, 1955, at a salary rate of $4,008 for the academic year 1955-56.

10. Mr. A. Leonard Mickelson as Instructor in Botany and Zoology at the Northwest Community College, effective September 1, 1955, at a salary rate of $4,980 for the academic year 1955-56, payable from the deposit liability fund of the College.

For the information of the Board, President Humphrey reported the resignation of Miss Hazel Olson, Assistant Professor of Elementary Education, effective August 31, 1955, to continue work for the Government as a rural education specialist in Bolivia.

Dr. Humphrey stated that at the time consideration was given to tenure and promotion recommendations, the President's Advisory Committee had declined to approve continuing tenure for Dr. J. R. Tompkin, Assistant Professor of Agricultural Economics, and that under University regulations he would be released at the end of the year unless a special recommendation was made for him. He added that Dr. Tompkin's department head and dean had recommended that he be retained on probationary tenure for 1955-56. Mr. Sullivan moved that the recommendation be approved. Mr. Peck seconded the motion and it was carried.

Mr. Chamberlain moved that the Board approve the request of Dr. Theodore O. King, Associate Professor of Pharmacology, that he be given a leave without pay for the academic year 1955-56 to permit him to accept

1. Mr. Harold P. Alley as Instructor and Research Assistant in Agronomy, effective April 1, 1955, at a salary rate of $5,004 on a
a Fulbright fellowship for research in the Department of Pharmacology at
the University of Ghent in Belgium. Mr. McIntire seconded the motion and
it was carried.

1. Wool Department. Mr. McIntire moved that the Board authorize
an appropriation of $295.10 from the Building Improvement Fund to cover
the cost of insulation and an air fan or ventilator for the humidity room
in the Wool Laboratory. Mr. Sullivan seconded the motion and it was
carried.

2. General Engineering Department. Mr. Sullivan moved that an
appropriation of $150 be made from the General Fund to cover the student
assistants needs in the General Engineering Department for the remainder
of the 1954-55 fiscal year. Mr. Chamberlain seconded the motion and it
was carried.

3. American Studies. Mr. Chamberlain moved that authorization be
given to appropriate $468.50 from the General Fund to cover the purchase
of furniture for the office of the new faculty member in the Program of
American Studies. Mr. Sullivan seconded the motion and it was carried.

For the information of the Trustees, President Humphrey presented a
letter from Dean H. M. Briggs, Director of the Agricultural Experiment
Station, regarding a possible increase in Federal funds for agricultural
research during 1955-56. Dean Briggs pointed out that definite informa-
tion as to the increases was not available in time to include the funds
in the 1955-56 budget but that he felt the Trustees should know the funds
were anticipated so that they would be prepared when requests for actual
allocations were made later in the year.

Dr. Humphrey called attention to a letter which the Business Manager
had received from Mr. Daniel DeWald of the DeWald Stone Works stating
that failure to work out a satisfactory agreement with the Union Pacific Railroad for a lease on the University Stone Quarry would make it impossible for him to operate the quarry and that, therefore, the agreement between his firm and the University could be canceled.

The Board considered next a request from the Tenth United States Civil Service Region for permission to use the University's Hudson Dormitory as a relocation site for its office in the event of a national emergency. The letter which Dr. Humphrey recommended the Business Manager be authorized to sign on behalf of the University provided for the use of such facilities in Hudson Dormitory as might be needed in a national emergency, with negotiation of a formal lease to be entered into as soon as possible after the occupancy of the facilities. Mr. McIntire moved that the President's recommendation be approved. Mr. Sullivan seconded the motion and it was carried.

For the committee appointed at the April meeting to make a study of the Bookstore (Messrs. McIntire, Newton, and Reed), Mr. McIntire reported that the committee had spent the previous day studying the operation of the Bookstore and had come up with some observations and recommendations. He stated that the committee felt the principal difficulties lay in the lack of control of pricing and handling of cash, particularly during the rush periods at the beginning of each quarter when considerable temporary help is employed; in the failure to make sales tickets or maintain any inventory control; in the awkward arrangement of the stock; and in the large amount of obsolete merchandise retained on the Bookstore inventory.

Mr. McIntire then presented the following recommendations from the committee for resolving the difficulties: (1) have one cash register, with one person responsible for its operation; (2) work out an
arrangement whereby during rush periods the temporary employees will fill the student's order, take it to a desk where a member of the regular staff will make out a sales ticket and pass it and the merchandise on to the cashier for collection and presentation to the student of a duplicate copy of the sales ticket; (3) have sales tickets printed which provide for division of the merchandise into classifications and have the same classifications shown on the cash register and recorded with each sale; (4) have a floor traffic survey made in an effort to save time through better arrangement of merchandise; (5) enlist the cooperation of the deans in working out a schedule for students to visit the Bookstore during the rush periods; and (6) ascertain the national average on the percentage of loss sustained in operations such as the Bookstore, and if the percentage of loss in the Bookstore does not exceed the national average, abandon the idea of keeping a perpetual inventory.

Mr. Reed stated that Dr. Jean F. Messer and Mr. O. D. Turner of the College of Commerce were well qualified to make the floor traffic survey and that each of them had agreed to do the work for a salary of $25 a day. He estimated that the total cost for the survey would not exceed $1,000.

During the general discussion of the report, which all the Trustees felt was an excellent one, Mr. Newton pointed out that, with the anticipated influx of students the Bookstore would probably outgrow the present building within the next few years. Dr. Humphrey stated that he had been thinking of building a new wing on the Wyoming Union building for use as a Bookstore, turning the present Bookstore into a classroom building.

Mr. Sullivan then moved that the Board approve the recommendations of the special Bookstore committee. Mr. Jones seconded the motion and it was carried.

For the committee appointed at the April meeting to make a study of the Bookstore (Messrs. McIntire, Newton, and Reed), Mr. McIntire reported that the committee had spent the
In the Addendum to the President's Report, the Trustees gave attention first to appointments. Mr. Reed moved, Mr. Chamberlain seconded, and it was carried that the following appointments be approved:

1. **Mr. Leroy Robert Maki** as Assistant Professor of Bacteriology and Assistant Bacteriologist, effective July 1, 1955, at a salary rate of $5,400 on a twelve-month basis.

2. **Mr. Richard Evans** as Supply Instructor in Art, effective September 1, 1955, at a salary rate of $4,248 for the academic year 1955-56.

3. **Miss Joy Marie Hetherington** as Supply Instructor in English, effective September 1, 1955, at a salary rate of $3,900 for the academic year 1955-56.

4. **Dr. James W. Vance, Jr.** as Assistant Professor of Geography, effective September 1, 1955, at a salary rate of $4,548 for the academic year 1955-56.

5. **Mr. Rex Yocum** as Supply Instructor in Music, effective September 1, 1955, at a salary rate of $4,008 for the academic year 1955-56.

6. **Mr. Allen P. Blomquist** as Supply Instructor in Speech, effective September 1, 1955, at a salary rate of $4,008 for the academic year 1955-56.

7. **Mr. Walter L. Samson, Jr.** as Instructor in History at the Southeast University Center, effective September 1, 1955, at a salary rate of $3,840 for the academic year 1955-56, payable from the deposit liability fund of the Center.

For the information of the Board, President Humphrey presented the resignation of **Mr. H. S. Bloomenthal** as Assistant Professor of Law, effective August 31, 1955, to accept a position in private practice guaranteeing approximately five times his University salary.
Mr. Sullivan moved, Mr. Peck seconded, and it was carried that the Board authorize the following leaves of absence:

1. Mr. Carroll L. Tyler, Soils Technician at the Torrington Substation, a two-year leave without pay, beginning July 1, 1955, to permit him to accept an appointment with the Foreign Operations Administration in Quito, Ecuador, under a contract which the University of Idaho has with the Administration.

2. Mr. Timon Walther, Assistant Professor of Statistics, a sabbatical leave for the academic year 1955-56, at fifty per cent of salary, to permit him to work toward the doctor's degree, probably at the University of Michigan.

3. Mr. Ilya Bolotowsky, Associate Professor of Art, a leave without pay for the academic year 1955-56 to permit him to complete some movie projects sponsored by the Department of Art and the Graduate School, to prepare for a one-man exhibition, and to make contacts with important artists and participate in forums and discussions.

4. Dr. Gale W. McGee, Professor of History, a leave without pay for the academic year 1955-56 to permit him to accept an invitation from the Senate Judiciary Committee to serve as research counsel.

Mr. McIntire moved, Mr. Newton seconded, and it was carried that the following appropriations be authorized:

1. Department of Animal Production. An appropriation of $6,500 from the General Fund to cover the cost of additional feed needed by the Department during the remainder of the 1954-55 fiscal year.

2. Department of Agricultural Economics. An appropriation of $575 from unappropriated Regional Research funds to permit purchase of a desk, a chair, a filing cabinet, and an adding machine for the staff member soon to be added to the Department.
3. College of Education - Dean's Office. An appropriation of $186.34 from the General Fund to the Supplies budget, $86.34 to cover the University's share of the cost of maintaining a Wyoming room in Denver during the convention of the American Association of School Administrators, and $100 to provide additional supplies needed by the Dean's office during the remainder of the 1954-55 fiscal year.

4. College of Law. An appropriation of $90 from the General Fund to cover the cost of providing half-time stenographic assistance for the faculty of the College of Law through the month of May.

5. Division of Nursing. An appropriation of $880 from the balance of $1,800 in the "School of Nursing General Unappropriated Funds" to be used in providing equipment needed for the teaching facilities in Cheyenne and on the campus.

6. Buildings and Grounds Department. An appropriation of $1,500 from the General Fund to be divided as follows: Superintendent's Office, Supplies, $300; Superintendent's Office, Contractual, $200; Custodians' Department, $1,000.

7. General Expense. An appropriation of $297.40 from the General Fund to cover medical bills incurred by a student, Charles Bower, who broke his shoulder when he was thrown from a horse during a class instructed by Mr. John Gorman.

Mr. Jones moved that the Board authorize advertising for bids on four additional apartments to be received at the June meeting of the Board. During the discussion which followed, some Trustees expressed the opinion that, while there would be nothing legally wrong with using income from rentals to build additional apartments, the Legislature might look with disfavor on the action, since it had set a specific amount which could be secured through bond issue for construction of apartments. No action was taken on the matter.

the academic year 1955-56 to permit him to accept an invitation from the Senate Judiciary Committee to serve as research counsel.
Mr. Reed moved that, in the absence of President McCraken, Mr. Newton be asked to preside at the joint meeting of the Boards of Trustees of the University, the community colleges, and the Casper Junior College, to be held in the afternoon. Mr. Sullivan seconded the motion and it was carried. The meeting adjourned at 12:30, and the afternoon was spent in the joint meeting referred to.

When the meeting was called to order on May 7 at 9:40 a.m., the personnel of the previous day's session was changed by the presence of Mr. McCraken and the absence of Mr. Reed.

Mr. L. G. Meeboer, Business Manager, and Mr. C. B. Jensen, Superintendent of Buildings and Grounds, were invited into the meeting to explain a situation which had arisen in the process of beginning construction on the sixty-eight student apartments authorized at the April meeting of the Board.

Mr. Jensen explained that when the contractors, Garton and Garton, started excavating they discovered there was more slope or fall in the ground elevation than was anticipated, making it necessary to raise the building floor levels approximately twenty-three inches higher than was originally planned in order to reverse the flow of natural drainage away from the buildings to the curbing and gutter. He added that raising the floor levels would involve additional block foundation walls, earth fill, and compaction, and that the cost of the additional work had been estimated at $620 for each building or a total of $10,540.

Following some further explanation by Mr. Jensen, it was moved by Mr. Hansen, seconded by Mr. Peck and carried that the Board approve the estimate of $10,540 pending a firm bid as soon as exact elevations have been established, and that as much as possible of the cost be paid from the Surplus Buildings Sales Reserve fund, with the remainder being paid
from the reserve of $38,000 set up several years ago on authorization of the Board from rents on Butler Huts, trailers, and Dray Cottage as a protective measure against payment of bonds and not now needed.

After Mr. Meeboer and Mr. Jensen had left the meeting, President Humphrey called attention to the letter which he had sent the Trustees some weeks previously requesting authorization to postpone calling for bids on the Library building until January. He stated that after he sent the letter the Capital Outlay Commission had declined to authorize construction until the estate of the late W. R. Coe had been settled and it was determined how much money the University would receive from the estate. He stated that he had just talked with Governor Simpson, who called from New York, and that the Governor had learned it would probably be March, 1956, before the money would be available, since, for tax purposes, the executors of the estate planned to wait a year following Mr. Coe's death to settle the estate in order to take advantage of the low ebb in the market on securities held by Mr. Coe. He added that he still hoped it would be possible to call for bids on the Library in January, 1956.

Most of the remainder of the morning was spent on consideration of estimates submitted by Mr. C. B. Jensen, Superintendent of Buildings and Grounds, for grading streets, building curbing and gutters, preparing ground and seeding lawn for the second and third malls in Fraternity Park. Dr. Humphrey pointed out that the cost of whatever part of the work the Trustees decided to do would have to be paid from the fund of $38,000 reserved some years ago from rentals on housing units as a protective measure against payment of bonds and not now needed. Since Mr. Jensen had estimated the total cost of the work at $43,258.20, and since part of the $38,000 reserve fund had been obligated to cover the unexpected
cost of the additional foundation work for the new student apartments, the Trustees decided that the call for bids should provide for alternates on the least essential items.

Several different motions were made which failed to receive approval by the Board. After a great deal of discussion, it was moved by Mr. McIntire that the President and the Business Manager be authorized to call for bids on the entire job, with the following alternates: (1) deduct for the deletion of the curbing and gutter; (2) deduct for the deletion of the 2" oil mat, sealing and chipping; (3) deduct for the deletion of connecting to main and new manhole; and (4) deduct for the deletion of grading and graveling the streets. The motion was seconded by Mr. Hansen and carried.

Messrs. W. E. and C. A. Hitchcock, architects, were invited into the meeting at 11:30 a.m. to present the final plans and specifications on the Dairy Farm buildings. Asked if they felt they would receive bids that would come within the money available, the architects stated that they felt sure the basic unit, which would provide a usable setup, would come within the money available, and that they had provided for six alternates, one or more of which probably could be added. Mr. Newton then moved that the plans be approved as presented and that the President and the Business Manager be authorized to call for bids to be received at 2:30 p.m. on June 3. Mr. Peck seconded the motion and it was carried.

Mr. Hansen moved, Mr. Sullivan seconded, and it was carried that the Board adopt the following resolution on the death of Mr. W. R. Coe, prepared by a committee appointed by President Humphrey:
WILLIAM ROBERTSON COE

Whereas the Board of Trustees of the University of Wyoming has lost in the passing of William Robertson Coe a rare friend and benefactor of this University;

And whereas Mr. Coe, by gifts unique in the experience of this University gave expression of his confidence in education as the best bulwark against the forces that would undermine our way of life, and his belief in American institutions as offering the greatest encouragements to enterprise and individual freedom;

And whereas his generosity has made it possible for generations of students and teachers to profit by the advantages of higher education in the areas of the history and culture of America;

Be it resolved, that the members of this Board of Trustees hereby express their deep regret that Mr. Coe could not have lived to see the fuller maturing of the fruits of his philanthropy; and be it also resolved that the members of this Board extend their deepest sympathy to Mrs. William Robertson Coe, and to other members of his bereaved family; and that copies of this resolution be spread on the minutes of this Board and be transmitted to his family.

It was decided to defer until the June meeting the last item in the Addendum to the President's Report, "Reorganization of the College of Education," since the Trustees had not had sufficient time to study it.

Mr. Sullivan then moved that President Humphrey be authorized to inform all administrative officers concerned that, except in cases of extreme emergency, any matters to be considered by the Board must be in the hands of the President at least ten days prior to the Board meeting so as to give him time to include them in the report sent to the Board five days prior to the meeting. Mr. Brough seconded the motion and it was carried.

President Humphrey presented plans which he stated he had had the University Architect prepare several years ago for certain additions to the President's Home, these additions to include an extension of the present dining room, a downstairs bedroom, bathroom and sunporch. He estimated that the cost would be between $8,000 and $12,000, which he stated could probably be paid from the rents on housing units. After some discussion, Mr. McIntire moved that the President and the Business meeting at 11:30 a.m. to present the final plans and specifications on the Dairy Farm buildings. Asked if they felt they would receive bids that would come within the money available, the architects stated that
Manager be instructed to advertise for bids on the plans as presented, the bids to be received at the June meeting of the Board. Mr. Brough seconded the motion and it was carried.

The Board adjourned at 12:30 and reassembled at 2:10 p.m., with the same members present who were present for the morning session.

During the discussion of the budget for the fiscal year 1955-56, Dr. Humphrey read to the Board two letters which he had received from Mr. N. Orwin Rush, Director of the Library. One of the letters stated that he was seeking another position and requested that he be retained in his present position until he found a satisfactory position, probably by October 1 but longer if necessary. The other letter stated that he wished to consider the position of Professor of Library Science offered to him by the President and that he would like to have the offer held open for him. After some discussion, Mr. Sullivan moved that Mr. Rush be notified that his term as Director would end on August 31, and that on or before July 1 he would have to accept or reject the position as Professor of Library Science which the President offered to him. Mr. Jones seconded the motion and it was carried.

Mr. McIntire moved that the budget for 1955-56 be approved as presented, with two additions: an addition of $600 to the budget of the Board of Trustees to provide for a salary increase for Miss Tom Womack, Deputy Secretary of the Board, and an addition of $324 to the budget of the President's Office to provide for a salary increase for Miss Sally Rowlett, Clerk. Mr. Hansen seconded the motion and it was carried. Budgets for the various colleges and departments, as approved follow:
College of Agriculture - Instruction ........................................ $178,328.04
College of Commerce and Industry ........................................ 133,139.80
College of Education ...................................................... 306,303.65
College of Engineering and Natural Resources
  Research Institute .............................................................. 221,276.00
Graduate School .................................................................. 68,297.00
College of Law ...................................................................... 57,264.00
College of Liberal Arts .......................................................... 670,216.60
College of Pharmacy ............................................................... 55,675.00
Division of Adult Education and Community Service
  Library (subject to adjustments which may be necessary in employing a new Director) .......................................................... 112,862.00
Biological Research Station - Jackson Hole .................................. 4,092.00
Summer Schools ................................................................. 111,854.00
American Studies Program - Equipment ..................................... 111,854.00
Office of the President ......................................................... 34,810.00
Alumni Relations ................................................................. 11,185.56
Athletics .............................................................................. 20,418.00
Board of Trustees ................................................................. 34,810.00
Dean of Men ....................................................................... 15,856.56
Dean of Women ................................................................. 11,033.00
News Service ....................................................................... 18,586.00
Division of Related Student Services ....................................... 18,600.00
Student Health Service ....................................................... 15,856.56
Student Personnel and Guidance .......................................... 15,856.56
Division of Studies and Statistics .......................................... 15,856.56
Business Offices ................................................................. 112,862.00
Buildings and Grounds Operations .......................................... 112,862.00
Physical Plant Improvements and Additions ......................... 112,862.00
Physical Plant Repairs ....................................................... 112,862.00
ROTC - Air Force ............................................................... 112,862.00
ROTC - Army .................................................................. 112,862.00
Union Mail Service ......................................................... 112,862.00
Miscellaneous Accounts ..................................................... 112,862.00
Agricultural Experiment Station ............................................ 112,862.00
Agricultural Substations ...................................................... 112,862.00
Agricultural Extension ......................................................... 112,862.00
Schools of Nursing - Laramie and Casper ................................. 112,862.00
Schools of Nursing - Sheridan ............................................. 112,862.00
Building Improvement Fund .............................................. 112,862.00
Building Excess Royalty Fund ............................................ 112,862.00
Service Line Tunnel ........................................................... 112,862.00
Health Services Training Program .................................... 112,862.00
Regional Education ............................................................ 112,862.00
Soils Laboratory - Riverton ................................................... 112,862.00
Retirement Costs ................................................................. 112,862.00

Self-Sustaining Accounts (estimated expenditures):
  Agronomy Seed Certification .................................................. $ 25,400.00
  Athletic Income ................................................................ 218,133.00
  Auto Shop ......................................................................... 38,131.00
  Audio-Visual ...................................................................... 12,350.00
  Adult Education .................................................................. 4,000.00
  Community Service ......................................................... 7,500.00
  Field Summer Schools ....................................................... 7,500.00
  Extension Classes ............................................................ 45,584.00

before July 1 he would have to accept or reject the proposal

or of Library Science which the President offered to him. Mr. Jones

seconded the motion and it was carried.
Dr. Humphrey presented to the Board a plan formulated by the Wyoming Union Management Committee and approved by the Student Senate for enlarging the fountain room area in the Wyoming Union and transferring the mural, which is on the wall that would have to be removed, to a new location above the stair landing between the first and second floors. Dr. Humphrey stated that the cost would be paid from Wyoming Union funds. Mr. Jones moved that the plans be approved. Mr. Sullivan seconded the motion and it was carried.

The Board adjourned at 3:00 p.m. to meet again on June 3 and 4.

Respectfully submitted,

J. R. Sullivan
Secretary