

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

July 27-28, 1956

For the confidential information
of the Board of Trustee

The 1956 summer meeting of the Board of Trustees was held at the Northern Wyoming Community College in Sheridan on July 27-28. When the meeting was called to order at 10:00 a.m. on July 27, the following members answered the roll call: Hansen, Sullivan, Patterson, Brough, Jones, Newton, Bush and, ex-officio, Linford and Humphrey. Absent were: McCracken, Reed, Peck, McIntire and, ex-officio, Simpson. Mr. Chamberlain joined the meeting at 10:20.

Mr. Jones moved that the minutes of the May 26 meeting be approved as submitted. Mr. Brough seconded the motion and it was carried.

Following announcements by Mr. Newton with regard to social activities planned for the Trustees during the weekend, attention was given to the President's Report.

Mr. Newton moved, Mr. Sullivan seconded, and it was carried that appointments recommended by President Humphrey be approved as follows:

1. Miss Carroll Goldie Porter as Home Demonstration Agent-at-Large, effective June 12, 1956, at a salary rate of \$4,104 on a twelve-month basis.

2. Mrs. Nellabeth Ingalsbe as Home Demonstration Agent in Albany County, effective July 1, 1956, at a salary rate of \$4,308 on a twelve-month basis.

3. Mr. John William Eckerdt as County Agent in Big Horn County, effective August 20, 1956, at a salary rate of \$5,892 on a twelve-month basis.

4. Mr. Gale V. Ludwig, transferred from the position as Assistant County Agent in Platte County to the position of Associate County Agent in Crook County, effective September 1, 1956, at a salary rate of \$4,800 on a twelve-month basis.

APPROVAL OF MINUTES

APPOINTMENTS

Porter

Ingalsbe

Eckerdt

Ludwig

- | | |
|---|---------------------|
| 5. <u>Mr. Arvil D. Ashment</u> as Assistant County Agent Leader, with the rank of Instructor, effective August 1, 1956, at a salary rate of \$7,188 on a twelve-month basis. | <u>Ashment</u> |
| 6. <u>Mr. William W. Ellis</u> as Supply Assistant Professor of Agricultural Research Biochemistry and Assistant Chemist, effective September 1, 1956, at a salary rate of \$5,400 on a twelve-month basis. | <u>Ellis</u> |
| 7. <u>Mr. Svend-Aage Larsen</u> as Instructor and Research Assistant in Wool, effective September 1, 1956, at a salary rate of \$4,200 on a twelve-month basis. | <u>Larsen</u> |
| 8. <u>Mr. Amos D. Jones</u> as Supply Instructor and Research Assistant in Wool, effective July 1, 1956, at a salary rate of \$4,008 on a twelve-month basis. | <u>Jones</u> |
| 9. <u>Dr. Charles C. Lainq</u> as Assistant Professor of Botany, effective September 1, 1956, at a salary rate of \$4,944 for the academic year 1956-57. | <u>Lainq</u> |
| 10. <u>Mr. Frank Mavstorovich</u> as Supply Instructor in Modern Languages, effective September 1, 1956, at a salary rate of \$4,500 for the academic year 1956-57. | <u>Mavstorovich</u> |
| 11. <u>Miss Barbara Ruth Goetz</u> as Assistant Professor of Nursing, effective September 1, 1956, at a salary rate of \$4,572 for the academic year 1956-57. | <u>Goetz</u> |
| 12. <u>Mr. Robert F. Noble</u> as Instructor in Music Education, effective September 1, 1956, at a salary rate of \$4,320 for the academic year 1956-57. | <u>Noble</u> |
| 13. <u>Mr. Francis M. Long</u> as Instructor in Electrical Engineering, effective September 1, 1956, at a salary rate of \$4,500 for the academic year 1956-57. | <u>Long</u> |

14. Mr. Anton C. Munari as Instructor in Engineering Drawing, effective September 1, 1956, at a salary rate of \$3,672 for the academic year 1956-57.

Munari

15. Mr. Herbert E. Johnson, reappointed as Assistant Professor of Mechanical Engineering, effective September 1, 1956, at a salary rate of \$5,892 for the academic year 1956-57.

Johnson

16. Mr. Lawrence H. Klaus as Trainer in the Athletic Department, with the rank of Instructor, effective July 1, 1956, at a salary rate of \$5,544 on a twelve-month basis.

Klaus

17. Mr. George B. Miller, Jr. as Freshman Football Coach, with the rank of Instructor, effective July 1, 1956, at a salary rate of \$4,500 on a twelve-month basis.

Miller

18. Mr. Hal R. Taylor as Director of Information, effective August 15, 1956, at a salary rate not to exceed \$8,508 on a twelve-month basis.

Taylor

19. Mr. Gene Gressley as Archivist in the Library, with the rank of Instructor, effective July 1, 1956, at a salary rate of \$4,500 on a twelve-month basis.

Gressley

20. Mr. R. Duane Andrews as Supervisor of Student Employment and Veterans Relations, with the rank of Instructor, effective July 1, 1956, at a salary rate of \$4,500 on a twelve-month basis.

Andrews

21. Mr. Montane C. Gustafson as Instructor in Education and Psychology at the Northern Wyoming Community College, effective September 1, 1956, at a salary rate of \$4,104 for the academic year 1956-57, payable from the deposit liability fund of the college.

Gustafson

For the information of the Board, President Humphrey reported the following resignations:

RESIGNATIONS

1. Mrs. Carol Buckley, Instructor in Nursing, effective August 31, 1956, because of the uncertainty about her husband's plans for attending the University during 1956-57.

Buckley

2. Dr. John F. Reed, Professor of Botany, effective August 31, 1956, to accept the position as Dean of the Graduate School at the University of New Hampshire.

Reed

3. Dr. John K. Wood, Professor of Physics, effective August 31, 1956, to accept the acting headship of the department of physics at Utah State Agricultural College.

Wood

4. Dr. Maynard Bemis, Professor of Education, effective May 31, 1956, to accept the position as Executive Secretary of Phi Delta Kappa.

Bemis

5. Mr. Peter Christianson, Assistant Professor of Vocational Education, effective August 31, 1956, to accept a position at State Teachers College, Mankato, Minnesota.

Christianson

6. Mr. Ermel Howard, Assistant Football Coach, effective June 30, 1956, to do graduate work at the University of Tennessee.

Howard

7. Mr. Donald C. Grey, Instructor in Physics and Mathematics at the Northern Wyoming Community College, effective August 31, 1956, to do graduate work.

Grey

8. Mr. H. S. Puleston, Associate Professor of Physics and Chemistry at the Northwest Community College, effective August 31, 1956, to accept another position.

Puleston

9. Mr. J. L. Valenta, Assistant Professor of Commerce at the Northwest Community College, effective August 31, 1956, to accept a position at Compton College.

Valenta

Mr. Jones moved, Mr. Chamberlain seconded, and it was carried that the following leaves of absence be approved:

LEAVES OF ABSENCE

1. Mr. Lawrence C. Parker, Instructor and Research Assistant in Wool, an extension of his leave to May 1, 1957, to permit him to complete requirements for the Ph.D. degree at the University of Edinburgh, the extension (September 30, 1956, to May 1, 1957) to be without pay.

Parker

2. Mr. Carl F. Wiesen, Supply Instructor and Research Assistant in Bacteriology, a leave without pay for the month of August 1956 to permit him to complete requirements for the Ph.D. degree at the University of Texas.

Wiesen

1. Division of Physical Education and Intercollegiate Athletics.

BUDGET CHANGES

Mr. Sullivan moved that the Board authorize a bonus of \$500 for Coach Glenn R. Daniel in recognition of the excellent record made by the baseball team during the past season. Mrs. Patterson seconded the motion and it was carried.

Division of Physical Education and Intercollegiate Athletics

It was then moved by Mr. Brough, seconded by Mr. Newton, and carried that the following appropriations also be authorized:

2. Accounting Office. An appropriation of \$122.50 to provide the additional amount needed for salaries as a result of the resignation of a stenographic clerk and the necessity for employing a replacement to work with the outgoing clerk for a few weeks before her departure.

Accounting Office

3. Remodeling of Old Library Building. An appropriation of \$3,000 to cover fees to be paid to the architects upon completion of their preliminary studies in connection with the remodeling of the old Library building.

Remodeling of Old Library Building

4. Department of Mathematics. An appropriation of \$734 to the assistants budget of the Department, which, together with the amount of \$283 already available in the budget, would permit employing an additional graduate assistant to assist with the teaching load of the Department during 1956-57.

Department of Mathematics

5. Physics Research Laboratory. An appropriation of \$732.09, which, added to the \$690.85 set up in the budget for remodeling the old grinding room, would permit remodeling a room in the Graduate School building to provide space for the research being done by members of the Physics staff under special grants from various firms and organizations.

6. University Band. An appropriation not to exceed \$2,800 to permit the Band to go to Provo, Utah, on November 17 for the football game between the University of Wyoming and Brigham Young University.

7. Division of Physical Education and Intercollegiate Athletics. An appropriation of \$1,815 to permit securing an additional duplicate film of each of the University's ten football games during the 1956 season.

8. Study Skills Center. An appropriation of \$469.67 to cover the cost of remodeling the present Radio Studio to provide space for the Study Skills Center.

9. Surplus Property - Organ. An appropriation of \$2,147.86 to cover the cost of dismantling, removing, transporting to Laramie, and storing until such time as funds are available for installing an organ received by the University as surplus property.

Dr. Humphrey reported that, at the Board's request, the Retirement Committee had investigated the possibility of offering part-time employment to Dr. John W. Scott, Professor Emeritus of Zoology, who felt he suffered an injustice in being retired a year earlier than he should have been retired. The Committee's report indicated that the difficulty confronting the University in the employment of Dr. Scott was a regulation of the Trustees making retirement mandatory at age 70. The Committee pointed out that the regulation could be changed, abolished, or reinterpreted, and that the Trustees could, if they wished, add a new

Physics Research
Laboratory

University Band

Division of Physical
Education and Inter-
collegiate Athletics

Study Skills Center

Surplus Property -
Organ

PART-TIME EMPLOYMENT
OF RETIRED FACULTY
MEMBER

clause to the retirement policy providing for part-time employment after retirement. The problem was discussed at some length and it was decided to defer action for the time being.

The time remaining before lunch was spent in a discussion of the increases in rent on newly remodeled Butler apartments as recommended by Mr. Larry E. Clark, Supervisor of Auxiliary Enterprises, and President Humphrey. Mr. Clark and President Humphrey recommended that the rent on one-bedroom Butler apartments (with a shared bath) be increased from \$25.25 to \$30.00 per month and that the rent on two-bedroom Butler apartments (with shared bath) be increased from \$27.75 to \$35.00 per month. Several Trustees expressed the opinion that the proposed increase was not large enough, but since other Trustees were not in agreement with this view, no decision was reached during the morning session.

At 12 o'clock the Board adjourned to go to the Wyoming Girls' School for lunch. After lunch and a tour of the School's buildings, the Trustees returned to the Community College. The afternoon session began at 2:30, and Mr. McCracken was present in addition to the ones who were present for the morning session.

Discussion was resumed on the question of rent increases for Butler apartments. Mrs. Bush moved that the Board approve the rent increases as presented in the President's Report. Mrs. Patterson seconded the motion, but it was defeated by a vote of four to five.

Mr. McCracken then moved that the rents be increased from \$25.25 to \$32.50 for one-bedroom apartments and from \$27.75 to \$37.50 for two-bedroom apartments, the increase to be effective August 1, 1956. Mr. Newton seconded the motion and it was carried with two dissenting votes.

RENT INCREASES,
BUTLER APARTMENTS

Mr. Chamberlain moved, Mr. McCracken seconded, and it was carried that the following rent increases in Hudson Dormitory be approved, effective as soon as commitments already made at the old rates have been fulfilled:

- A. For conferences and conventions of less than two weeks duration, daily guest rates:
- (1) Student organizations -- \$1.25 per person (2 persons per room).
 - (2) Non-student organizations -- \$1.75 per person (2 persons per room); \$2.25 per person (1 person per room).
- B. For conferences and conventions of two weeks and longer:
- (1) \$7.50 per person per week (1 person per room).
 - (2) \$5.00 per person per week (2 persons per room).
- C. Summer School rates -- 5-week term (registered students only):
- (1) Where dormitory furnishes bedding, etc. -
Double room - \$40.00 per term per couple
Single room - \$25.00 per term per person
 - (2) Where occupants clean own rooms and furnish blankets, sheets, pillowcases, towels, etc. -
Double room - \$35.00 per term per couple
Single room - \$20.00 per term per person
 - (3) Additional room for children - \$20.00 per term
Additional cot in parents' room - \$1.00

President Humphrey presented a report from the Superintendent of Buildings and Grounds on the progress that had been made toward construction of the Beekeeping Laboratory. Mr. Jensen's report indicated that a total of \$7,975.18 had been obligated, that the total estimated cost of the minimum work required to complete the job as instructed by the Board would be \$23,120, and that the total amount required to complete the work requested by Dr. A. P. Sturtevant, apiculturist in charge of the Laboratory, would be \$24,999.71. He pointed out that an appropriation of \$14,400 toward the work had been made by the Board at the

RENT INCREASES,
HUDSON DORMITORY

BEEKEEPING LABORATORY

last meeting, leaving a balance of \$8,720.02 or \$10,599.71 to be appropriated (depending on whether the Trustees wished to do the minimum work or the work requested by Dr. Sturtevant). After some discussion, Mr. Newton moved that an appropriation of \$8,720.02 be authorized. Mrs. Patterson seconded the motion and it was carried.

The Trustees considered a proposal from Dr. Reed W. Fautin, Professor of Zoology and Director of Wildlife Conservation and Management, for establishment of a Cooperative Wildlife Research Unit at the University of Wyoming. Dr. Fautin's proposal explained the objectives of such a unit and stated the obligations which the University might be expected to assume in connection with the project. The Trustees expressed interest in the proposed unit and suggested inclusion of a request for funds for it in the 1957-59 Legislative budget if the budget is not too large after salary increases have been provided for.

Dr. Humphrey next presented plans for proposed additions to the Wyoming Union. He explained that Plan I provided for additions to the basement and to the first and second floors. He pointed out that the new space in the basement would contain a ten-lane bowling alley, bowling equipment repair and storage room, cashier's control booth, billiard room, small snack bar, card room, and rest rooms. The first floor would provide for an enlarged fountain room with centralized service elevator, dishwashing and storage rooms, and a future bookstore area. The additional space on the second floor, Dr. Humphrey explained, would be used for enlarging the ballroom, and for providing student government office space, a television room, music listening rooms, meeting rooms for student organizations, adequate storage space for tables and chairs, etc.

COOPERATIVE WILDLIFE
RESEARCH UNIT

WYOMING UNION, PRO-
POSED BUILDING
ADDITION

Dr. Humphrey went on to say that Plan II would provide for additions to the third and fourth floors to make room for a 42-room hotel. He then gave the Trustees schedules showing estimates for retirement of present bonds, estimates of income and expenditures, estimates of revenues for the period 1957-1966, and amortization of the bond issue required to finance the construction. The President stated that the entire cost of the proposed additions (estimated at \$560,266.84 for Plan I and \$105,000 for Plan II) would be paid from faculty and student fees to the Union and from profit on operations.

After President Humphrey had answered a number of questions raised by the Trustees, he recommended that the two plans, at an estimated total cost of \$665,266.84, be approved, and that the administration be authorized to take the necessary steps for presenting the matter to the 1957 Legislature for approval. Mr. Chamberlain moved that President Humphrey's recommendation be approved. Mrs. Bush seconded the motion and it was carried.

At 4:00 p.m. the Secretary of the Board opened and read bids on student insurance from the following firms:

1. Hartford Fire Insurance Company
(Deveraux Insurance Agency, Laramie)
2. Security Life and Accident Company
(P. Smart Glenn, Laramie)
3. North American Accident Insurance Company
(R. W. Miller, Laramie)
4. Woodmen Accident and Life Company
(D. W. Bunn and David N. Larsen, Laramie)
5. American Casualty Insurance Company
(M. D. Jenkins Agency, Sheridan)
6. Wyoming Hospital-Medical Service

BIDS ON STUDENT
INSURANCE

7. Globe Indemnity Company
(The Holliday Agency, Laramie)
8. Continental Casualty Company
(Bell Insurance Company, Cheyenne)

Following the reading of the bids, Mr. Newton moved that the bids be handed to the Retirement and Insurance Committee for study, with the request that the Committee analyze them and submit its recommendation to the Trustees by letter, making provision for the Trustees to indicate their approval or disapproval of the recommendation by letter ballot.

Mrs. Patterson seconded the motion and it was carried.

Mr. McCracken moved, Mr. Newton seconded, and it was carried that the following changes in the By-Laws and Regulations of the Board of Trustees be approved:

1. Division of Physical Education and Intercollegiate Athletics.

- p. 17 Article X - Section 10-2 (Offices of the President's Division) Change reference to Intercollegiate Athletics to "Division of Physical Education and Intercollegiate Athletics"
- p. 19 Article X - Section 10-7 (Division of Intercollegiate Athletics) Delete present section and add the following:

Section 10-7. Division of Physical Education and Intercollegiate Athletics

(a). Purposes and Composition. The Division of Physical Education and Intercollegiate Athletics shall be sub-divided into a Department of Intercollegiate Athletics and a Department of Physical Education. The Department of Physical Education shall be further sub-divided into four sections: namely: Women's Physical Education; Recreation; Men's Physical Education; and Professional Preparation.

The Division of Physical Education and Intercollegiate Athletics shall be responsible for developing and conducting the University's program of Physical Education, Health, Recreation, Intramural Athletics and Intercollegiate Athletics. It shall consist of the Director, Chairmen, Section Leaders, the coaches, assistant coaches and such other staff personnel as may be required.

CHANGES IN REGULATIONS

Division of Physical Education and Intercollegiate Athletics

(b). Organization. The administrative head shall be the Director of Physical Education and Intercollegiate Athletics, nominated by the President after consultation with the University Athletic Committee, and recommended by the President for appointment by the Board of Trustees. He shall be directly responsible to the President

The administrative head of the Department of Intercollegiate Athletics shall be the Director of the Division of Physical Education and Intercollegiate Athletics.

The administrative head of the Department of Physical Education shall be a Chairman recommended to the President by the Director of Physical Education and Intercollegiate Athletics, and recommended by the President for appointment by the Board of Trustees.

The administrative heads of the separate sections under the Department of Physical Education shall be recommended by the Chairman of the Department of Physical Education to the Director of Physical Education and Intercollegiate Athletics and recommended by the President for appointment by the Board of Trustees.

The Director of Physical Education and Intercollegiate Athletics and such other members of this Division as may be necessary shall be bonded in such sum as the Board of Trustees may prescribe.

Staff members of the Division who teach in the program of teacher education and whose salaries are paid in whole or in part by the College of Education shall be members of and hold rank in the faculty of the College of Education.

Changes in Regulations of Board of Trustees:

p. 17 Section 10-7.0 (new section). The duties of the Director of Physical Education and Intercollegiate Athletics shall include:

(a). Formulating long-range plans and general policies which will result in an efficient organization of the Division.

(b). He shall be the chief administrative officer of the Division, appointed in accordance with existing regulations.

(c). He shall prepare the Division budget in consultation with the department chairman and section heads of the Division and shall recommend the Division budget to the President. Salaries of staff members

budgeted with the College of Education shall have the joint approval of the Director of the Division of Physical Education and Intercollegiate Athletics and the Dean of the College of Education.

(d). He shall recommend appointments and promotions of the Division staff. Staff members who hold rank and have reimbursement in the College of Education because of work in the program of teacher education shall have the approval of the Director of the Division and the Dean of the College on appointments, tenure, and promotions.

p. 17 Section 10-7.1 (Insert new section to read as follows:)
The duties of the Chairman, Department of Physical Education, shall include:

(a). He shall serve as a staff member of the Division Director and be responsible to him for the efficient conduct and organization of the Department of Physical Education.

(b). He shall exercise general responsibility and supervision with respect to educational policies and operation of the Department.

(c). He shall be responsible for the discipline of the students and faculty of the Department in accordance with the Regulations of the University Faculty and the By-Laws and Regulations of the Board of Trustees.

(d). He shall operate the Department of Physical Education and assigned allied fields of Health, Recreation and Intramurals in accordance with general policies enunciated by the Director of the Division of Physical Education and Intercollegiate Athletics.

p. 17 Section 10-7.1 (Duties of Director of Department of Intercollegiate Athletics) - Renumber as Section 10-7.2.

p. 18 Section 10-7.2 (University Athletic Committee) - Renumber as Section 10-7.3.

p. 20 Section 10-7.3 (Conference Representative) - Renumber as Section 10-7.4.

2. Division of Finance and Budget.

p. 4 Article IV - Section 4-1 (Permanent Committees, Board of Trustees)
(a) Change reference to Business Manager to "Director of Finance and Budget"

Division of Finance and Budget

- p. 9 Article V - Section 5-5 (Duties of Deputy Treasurer)
 (d) 1. 5 Change reference to Business Manger to
 "Director of Finance and Budget"
 1. 14-17 Change to read: "...otherwise, shall be
 credited to specific budget accounts so
 as to segregate, for administrative pur-
 poses, such expenditures from expendi-
 tures budgeted to other departments of
 the University."
- p. 10 (h) Change reference to Business Manager to "Director
 of Finance and Budget"
- p. 10 (i) New section, to read: "A Deputy Director of
 Finance and Budget shall be empowered to act on
 behalf of the Deputy Treasurer."
- p. 11 Article VI - Section 6-2 (Superintendence of Construc-
 tion) Change reference to Business Manager to
 "Director of Finance and Budget"
- p. 17 Article X - Section 10-2 (Offices of the President's
 Division) Change reference to The Business Office to
 "The Division of Finance and Budget"
- p. 18 Article X - Section 10-5
 Change title from "The Business Office" to "The
 Division of Finance and Budget"
 (a) Change to read: "The Division of Finance and
 Budget shall be headed by a Director,.... He shall
 be responsible...for the administration of the
 operational budget and for the other financial and
 business affairs of the University."
- p. 18 (b) Change to read: "The Division of Finance and
 Budget shall consist of the following sections:
 The Director's Office
"

Changes in Regulations of Board of Trustees

- p. 4 Section 10-5.1
 Change reference to Business Manager to "Director of
 Finance and Budget"
- p. 5 (a) Change to read: "He shall employ a deputy and
 such assistants and clerical personnel...."
- p. 5 (e) New section, to read: "As directed by the
 President he shall administer the operational
 budget of the University."
- p. 5 Section 10-5.2 (Purchasing)
 Change 2 references to Business Manger to "Director
 of Finance and Budget"
 Add "supervise the mail room;" following last line
 on page

- p. 6 Section 10-5.3 (Cashier)
Change 4 references to Business Manager to "Director of Finance and Budget"
- p. 6 Section 10-5.4 (Accounts, etc.)
Change 3 references to Business Manager to "Director of Finance and Budget"
- p. 7 1. 16-18 Change to read: "The Chief Accountant shall supervise and direct the activities of the head bookkeeper, the accountants, the chief payroll clerk, and the chief voucher clerk and, through them, shall be responsible...."
- p. 7 Section 10-5.5. (Buildings and Grounds)
Change 2 references to Business Manager to "Director of Finance and Budget"
- p. 8 1. 9 Delete words "mail and"
- p. 8 Section 10-5.6 (Service and Auxiliary Enterprises)
Change 5 references to Business Manager to "Director of Finance and Budget"
- p. 9 Section 10-5.7 (Student Loans and Organizations)
Change 5 references to Business Manager to "Director of Finance and Budget"
- p. 11 Section 10-5.8 (Receiving, Stores and Property)
Change 2 references to Business Manager to "Director of Finance and Budget"
- p. 15 Section 10-6.2 (Registrar)
(f) Change 3 references to Business Office to "Division of Finance and Budget"
- p. 19 Section 10-7.2 (University Athletic Committee)
Change reference to Business Office to "Division of Finance and Budget"
- p. 26 Section 10-9.5 (Dean of Men)
(d) Change reference to Office of the Business Manager to "Office of Director of Finance and Budget"
- p. 31 Section 10-12.2 (University Science Camp Advisory Council)
(a) Change reference to Business Manager to "Director of Finance and Budget"
- p. 31 Section 11-1.1 (Administrative Council)
(a) Change reference to Business Manager to "Director of Finance and Budget"

- p. 87 Section 13-5.1 (Faculty Service)
(i) (2) Change 2 references to Business Manager to "Director of Finance and Budget"
- p. 94 Section 13-9.1 (Patents and Copyrights)
Change reference to Business Manager to "Director of Finance and Budget"

3. Miscellaneous.

Miscellaneous

- p. 17 Article X - Section 10-2 (Offices of the President's Division) Change reference to Registrar's Office to "The Division of Related Student Services"
Insert "Division of Studies and Statistics" after "The Division of Student Affairs"
- p. 18 Article X - Section 10-6 (The Registrar's Office)
Change to read: "The Division of Related Student Services. The Division of Related Student Services shall be headed by a Director, appointed by the Board upon the recommendation of the President."
- p. 20 Article X - Section 10-10
Insert new section to read as follows: "Division of Studies and Statistics. The Division of Studies and Statistics shall be headed by a Director appointed by the Board upon recommendation of the President."
- p. 20 Article X - Section 10-10 (The University Library)
Re-number as Section 10-11
- p. 21 Article X - Section 10-11 (Division of Military and Air Science and Tactics) - Re-number as Section 10-12
- p. 22 Article X - Section 10-12 (The University Science Camp)
Re-number as Section 10-13
- p. 23 Article XII - Section 12-1 (Definition)
Change reference to The College of Liberal Arts to "The College of Arts and Sciences"
- p. 24 Article XII - Section 12-3 (The University Faculty)
(a) Change reference to the Registrar to "Director of Related Student Services"
- p. 28 Article XIV - Section 14-1 (Degrees and Diplomas)
Change reference to College of Liberal Arts to "College of Arts and Sciences"

Changes in Regulations of Board of Trustees

- pp. 12-14 Section 10-6.1
Change reference to Registrar to "Director of Related Student Services"
- Section 10-6.2
Change reference to Registrar to "Director of Related Student Services"

- p. 15 Section 10-6.1
(c) Change reference to Registrar to "Director of Related Student Services"
- p. 24 Section 10-9.3 (Affiliated Agencies of Division of Student Affairs)
(a) Change reference to Office of the Registrar to "Division of Related Student Services"
- p. 28 Section 10-10.1
Insert new section on "Division of Studies and Statistics" as follows:
- (a) The Division of Studies and Statistics shall:
- (1) Devote time and study to those administrative problems which require research or analysis, especially statistical research, for their solutions; and to offer advice and counsel about such problems referred to it by other administrative units.
 - (2) Process, tabulate, and summarize numerical information by use of IBM equipment for the various administrative units of the University or its employees and research scientists.
 - (3) Maintain a file of University Grant Lands, make periodical inspections of such lands, and coordinate the interests of the University with those of the State Land Commissioner, whose duty it is to manage the lands.
 - (4) Assist the President in the preparation of budgets, and perform such other duties and services as may be requested by the President.
- (b) The Director, as administrative head of the Division, shall be responsible directly to the President. The IBM Bureau shall be a department within the Division headed by a Supervisor responsible to the Director.
- p. 28 Section 10-10.1 (The Library Council)
Re-number as 10-11.1
- p. 29 Section 10-11.1 (Military Science and Tactics)
Re-number as 10-12.1
- p. 30 Section 10-11.2 (Courses of Study)
Re-number as Section 10-12.2
- p. 30 Section 10-11.3 (Enrollment)
Re-number as Section 10-12.3
- p. 30 Section 10-12.1 (University Science Camp)
Re-number as Section 10-13.1

- p. 31 Section 10-12.2 (University Science Camp Advisory Council)
Renumber as Section 10-13.2
- p. 31 Section 11-1.1 (The Administrative Council)
(a) Change reference to Registrar to "Director of
Related Student Services"
Add "Director of Studies and Statistics" before the
word "and" in the first line
- p. 54 Section 12-1.15
Change reference to the College of Liberal Arts to
"The College of Arts and Sciences" in title and in
(a) and (b)

A report from the Director of Finance and Budget listed the engineering firms which had been asked to submit proposals for the engineering survey of the Power Plant authorized by the Board of Trustees. The report stated that, with the approval of three members of the Committee on Physical Plant and Equipment, the Stanley Engineering Company of Muscatine, Iowa, had been employed to make the survey. The Board was requested to authorize an appropriation of \$3,000 to cover the cost of the survey and to authorize some person or persons to study the Company's report and decide whether or not to submit a request to the Legislature for funds with which to improve and expand the Power Plant facilities. Mrs. Bush moved that the requested appropriation of \$3,000 be authorized and that the Committee on Physical Plant and Equipment be authorized to study the report and decide whether or not to submit a request to the Legislature. Mr. Sullivan seconded the motion and it was carried.

For the information of the Board of Trustees, the Director of Finance and Budget presented a statement of income and withdrawals and a balance sheet for the William Robertson Coe Estate Funds and Income Account as of July 20, 1956.

Mr. McCracken moved that the Board approve the request of Mr. Robert Isaac that the Veterans Grocery lease currently held by him

POWER PLANT ENGINEERING
SURVEY

WILLIAM ROBERTSON COE
ESTATE FUNDS AND
INCOME ACCOUNT

VETERANS GROCERY
AGREEMENT

be transferred to Mr. Troy Carr. Mr. Chamberlain seconded the motion and it was carried.

For the information of the Board, a report was presented on bids received for the new fleet policy on University-owned automobiles. The report indicated that the policy was awarded to the Ohio Casualty Company on that Company's low bid of \$3,467.50.

President Humphrey presented a report from the Director of Finance and Budget stating that, after Mr. R. H. Weibel withdrew his bid on construction of the new service line tunnel and after the Trustees gave their approval by mail vote, the contract was awarded to Garton and Garton, Construction Engineers of Cheyenne, on that firm's basic bid of \$21,616, plus 100 additional linear feet at \$25 per foot, for a total contract of \$24,116. The report stated that the cashier's check for \$693 which accompanied Mr. Weibel's bid was being held and would be considered forfeited unless the Trustees wished to advise otherwise. The matter was discussed and it was the consensus of the Board that it was a closed issue.

For the information of the Board, President Humphrey presented financial statements, revised as of June 30, 1956, which were prepared in the office of the Director of Finance and Budget.

Mr. Jones moved, Mr. Brough seconded, and it was carried that the following appointments recommended in the Addendum to the President's Report be approved:

1. Mr. Robert K. Smith as Supply Instructor in Chemistry, effective Smith September 1, 1956, at a salary rate of \$4,500 for the academic year 1956-57.
2. Miss Yvonne Carol Gates as Instructor in Nursing, effective Gates September 1, 1956, at a salary rate of \$3,636 for the academic year 1956-57.

UNIVERSITY FLEET
INSURANCE POLICY

SERVICE LINE
TUNNEL CONTRACT

FINANCIAL REPORTS

APPOINTMENTS

3. Mrs. Genevieve S. King as Supply Instructor in Elementary Education, effective September 1, 1956, at a salary rate of \$4,272 for the academic year 1956-57.

King

4. Mr. Frank Kraus as Coordinator of Recruitment, Placement and Follow-up, with the rank of Assistant Professor of Education, effective September 1, 1956, at a salary rate of \$6,492 on a twelve-month basis.

Kraus

5. Mr. William Weigand, reappointed as Instructor in Elementary Education, effective September 1, 1956, at a salary rate of \$4,320 for the academic year 1956-57.

Weigand

6. Mr. Richard D. Clabaugh as Supervisor of Extension Classes in the Big Horn Basin, with the rank of Instructor, effective September 1, 1956, at a salary rate of \$4,500 for the academic year 1956-57.

Clabaugh

1. Agricultural Extension. Mr. Newton moved, Mrs. Bush seconded, and it was carried that the \$8,242.78 increase in the University's allotment of Federal Smith-Lever funds for the fiscal year 1956-57 be appropriated as follows:

BUDGET CHANGESAgricultural ExtensionCounty Agents

Arvil Ashment, Assistant County Agent Leader (new position)
\$6,589.00 - salary for 11 months @ \$7,188 per year
1,253.78 - travel
400.00 - office equipment

2. Field Relations. President Humphrey recommended that an appropriation of \$1,105 be authorized to permit sending copies of the general information bulletin, INTRODUCING WYOMING "U", to 15,500 alumni and 3,500 teachers in Wyoming public schools. After the Trustees had suggested several changes in the bulletin which they felt should be made if practical, Mrs. Bush moved that the requested appropriation of \$1,105 be authorized. Mr. Brough seconded the motion and it was carried.

Field Relations

University School. Mr. McCracken moved, Mrs. Patterson seconded, and it was carried that, effective June 1, 1957, a fee of \$8.00 for

FEES

kindergarten and grades 1-6 be added to the summer schedule of fees for the University School, and that, effective September 1, 1957, the following schedule of regular session fees for the School be approved:

Nursery school, kindergarten,	
grades 1-6	\$10.00 per semester
Grades 7-12	20.00 per semester

Dr. Humphrey stated that the space between the Law building and the new Library, previously selected by the Board as the location for the statue of Benjamin Franklin (funds for which were contributed by Mr. Warren Richardson of Cheyenne), would not be available for perhaps two years, and that it also appeared the space in question would be too small. He recommended that the statue be located on the south side of the Arts and Sciences building, facing southeast. Mr. Jones moved that the President's recommendation be approved. Mrs. Patterson seconded the motion and it was carried.

The Trustees considered a letter from Mr. G. J. Jacoby, Director of Physical Education and Intercollegiate Athletics, requesting permission for the football team to use air transportation for the trip to Tucson, Arizona, on September 22 and to Billings, Montana, on November 10. Mr. Jones moved that the requested permission be given with the understanding that prior approval of parents of team members making the trip would be secured. Mr. Sullivan seconded the motion and it was carried.

For the information of the Board, President Humphrey presented a report from Mr. Dana Davis, Acting Internal Auditor, on the work he had done during the first month of his employment. Dr. Humphrey also informed the Board that Mr. Davis passed three of the four sections of his CPA examination and expected to take another examination on the fourth section in November.

LOCATION OF STATUE
OF BENJAMIN FRANKLIN

AIR TRANSPORTATION
FOR THE FOOTBALL
TEAM

REPORT OF ACTING
INTERNAL AUDITOR

College of Education. Mrs. Bush moved that the following change in the Regulations of the Board of Trustees, necessitated by the re-organization of the College of Education, be approved:

p. 54 Section 12-1.12 The College of Education

(a). Components and Purposes. The College of Education shall include:

(1). The Division of Undergraduate Teacher Education, which includes the areas of elementary education, secondary education, vocational education, physical education, guidance, and the University School. The Division shall have as its chief administrative officer a Director, who shall serve at the pleasure of the Dean, the President, and the Board of Trustees. This Division shall plan, organize and conduct programs of undergraduate teacher education; furnish professional courses and laboratory experiences in education included in the curricula for students preparing to enter the teaching profession; and coordinate programs of teacher education in collaboration with the other colleges of the University. The University School, as the laboratory of the College of Education, includes the nursery school, kindergarten, and grades one through twelve. The School shall have as its administrative officer a supervising principal responsible to the Director of the Division of Undergraduate Teacher Education. The School shall offer a well-balanced program of studies and activities for its pupils and at the same time afford professional students an opportunity to observe competent teachers at work, to teach under competent supervision, and to engage in research projects.

(2). The Division of Graduate Study includes the areas of administration, elementary education, secondary education, physical education, vocational education, adult education (instruction), and guidance. The Division shall have as its chief administrative officer a Director, who shall serve at the pleasure of the Dean, the President, and the Board of Trustees. The Division shall plan and direct graduate programs to attract able people and prepare them for educational leadership; conduct experimental and research studies in education; and coordinate all graduate programs with which the College of Education is concerned.

(3). The Division of Educational Services includes the areas of recruitment, placement and follow-up, the curriculum and research center, and off-campus services requested of the College of Education.

CHANGES IN REGULATIONS

College of Education

The Division shall have as its chief administrative officer a Director, who shall serve at the pleasure of the Dean, the President, and the Board of Trustees. The Division shall recruit, place and follow up the students of the College; publish information and the results of research for the improvement of Wyoming's schools; provide consultants for the public schools; provide instructors for in-service teacher education programs; and collaborate with educational agencies, professional groups, school personnel, and others interested in the evaluation and improvement of educational opportunities, programs, and services.

(b). Organization. The College of Education shall be organized and shall function in accordance with the provisions of Article XII, Section 1, except as provided by paragraph (a) of this section.

The Board adjourned at 6:00 p.m. When the meeting was called to order at 10:15 a.m. on July 28 the same members were present who were present for the previous day's session.

Dr. Humphrey gave the Trustees copies of prints providing for constructing a number of offices on the third floor and two additional offices on the first floor of the American Studies wing of the Library building. He pointed out that the unusually good bid received for construction of the building had left an unobligated balance of \$56,490 in the funds available for the building (including \$25,000 reserved for change orders), and that he had secured from Hitchcock and Hitchcock, architects, an estimate of \$15,000 to \$20,000 for the additional office space. Mr. Newton raised a question about the need for additional office space, stating his feeling that the space might better be used for student facilities. Dr. Humphrey pointed out that it was likely the History Department or perhaps the Political Science Department would be moved to the new American Studies wing and that additional offices would be needed for faculty members. Mrs. Bush moved that the Board

ADDITION TO AMERICAN
STUDIES WING OF
LIBRARY BUILDING

give tentative approval to the plan, subject to receipt of a firm bid from Spiegelberg Lumber and Building Company on the proposed additions. Mr. Sullivan seconded the motion and it was carried.

Dr. Humphrey called attention to the fact that the 34th Annual Meeting of the Association of Governing Boards would be held at the University of Massachusetts on September 7-10 and suggested that delegates to the meeting be appointed. Mr. Chamberlain, Mrs. Bush, and Mrs. Patterson having indicated that it might be possible for them to attend the meeting, Mr. Hansen stated that tentatively those three would be considered delegates. He added that if any of the three found it impossible to make the trip, President Humphrey should be notified so that a substitution could be made if some other Trustee found it possible to go.

For the information of the Board, President Humphrey presented the final report of Dr. J. F. Messer and Mr. O. D. Turner, who were employed as consultants in the reorganization of the Bookstore. The report reviewed the recommendations that had been made with respect to layout and sales procedure, control of inventory, and organization and personnel. It was the consensus of the Board that, while the reorganization recommended by Dr. Messer and Mr. Turner had resulted in great improvement in the Bookstore, there was still room for improvement. They called particular attention to the high percentage of sales volume spent for overhead. President Humphrey was asked to express the Board's appreciation to Dr. Messer and Mr. Turner for their work and to instruct the Supervisor of Auxiliary Enterprises and the Internal Auditor to keep careful check on the future operation of the Bookstore.

Mr. John Jensen, legislator from Sheridan, was invited into the meeting to discuss the question of establishing junior and community

ASSOCIATION OF
GOVERNING BOARDS

BOOKSTORE REPORT

STATE SUPPORT FOR
JUNIOR AND COMMUNITY
COLLEGES

colleges as a part of the educational program of the State of Wyoming. He stated that a resolution pertaining to the question had been presented to the Citizens Committee at a recent meeting, that it had met with some opposition, and that he wished to enlist the support of the Board of Trustees for a program designed to bring about Legislative support for state aid to junior and community colleges.

After Mr. Jensen had made his presentation and had answered a number of questions from the Trustees, he left the meeting. Dr. Humphrey stated that, if there was no opposition from the Board, he proposed to arrange for a meeting of the top administrative officers of the junior and community colleges and the University to discuss the problem. He stated that he felt the first step in solving the problem would be to secure passage of enabling legislation, dividing the state into not more than five zones or districts in which community or junior colleges could be established.

Several Trustees expressed opposition to any state support for the two-year institutions, feeling that such support would have the effect of decreasing University appropriations and of encouraging the two-year colleges to try to become four-year colleges. Dr. Humphrey pointed out that the problem was one which must be met, and that he felt it was the responsibility of the University to furnish the necessary educational leadership. After some further discussion, it was decided that President Humphrey should have the proposed meeting with the heads of the junior and community colleges, but that no commitments should be made as to the University's position without prior Board approval.

The Board adjourned for lunch at 1:00 o'clock and reassembled at 2:45 p.m.

The Trustees turned their attention to the proposed budget for the Division of Physical Education and Intercollegiate Athletics for the fiscal year 1956-57. Dr. Humphrey pointed out that the only part of the budget which had not already been presented to the Board was the Athletic Income budget. He answered a number of questions about various items included in the budget. Mr. Sullivan then moved that the Board approve the composite budget, particularly that part pertaining to the Athletic Income account. Mr. Jones seconded the motion and it was carried.

Dr. Humphrey read a letter from the Spiegelberg Lumber and Building Company pointing out that the delivery of fabricated steel would be delayed until after settlement of the steel strike and that an extension of time would be required for completion of the contracts for construction of the Library and American Studies building and the remodeling of the Geology building. Dr. Humphrey stated that the delay in delivery of steel probably would mean that the Library and American Studies building could not be completed until late in 1958 or early in 1959, that a period of three months would then be required to move into the new building, and that remodeling of the old Library building could not be started until some time in 1959.

Dr. Humphrey read a letter which he had received from Mr. E. G. Rudolph, legal advisor for the University, stating that the owners of the land east of the University campus had signed an agreement giving the University an option on the 80 acres which the University had expressed an interest in purchasing. Mr. Rudolph's letter pointed out that the option, good until March 31, 1957, could be secured for \$150, and that the total cost of the land was listed at \$160,000. He added

BUDGET FOR DIVISION
OF PHYSICAL EDUCATION
AND INTERCOLLEGIATE
ATHLETICS

LIBRARY AND AMERICAN
STUDIES BUILDING
AND REMODELING OF
GEOLOGY BUILDING

PURCHASE OF LAND
ADJACENT TO CAMPUS

that he believed the owners would be willing to extend the date for the first payment to July 1, 1957, and that they would be willing to remove the stipulation that the land must be used for "University or public purposes" provided they were given first opportunity to re-purchase the land should the University decide to sell within ten years. After some discussion, it was moved by Mr. Jones that the Board accept the option on the 80 acres provided the changes suggested by Mr. Rudolph could be made, and that an appropriation of \$150 be authorized to cover the cost of the option. Mr. McCracken seconded the motion and it was carried.

The Trustees considered a proposal from the Minneapolis-Honeywell Regulator Company providing for installation of a colorgraphic panel in the Library and American Studies building to permit centralized temperature control in the building. A letter from the contractor, Spiegelberg Lumber and Building Company, quoted a price of \$7,432 for the work. Mr. McCracken moved that the Board approve the change order provided the Coe funds and bond sales funds set aside for construction of the building are sufficient to cover the added expense. Mr. Brough seconded the motion and it was carried.

Dr. Humphrey reported that the enrollment for the 1956 Summer School had shown an 18.5 per cent increase for the first term and an 11.5 per cent increase for the second term, or an over-all increase of 15 per cent for the two terms.

Mr. Hansen stated that, after consultation with the Vice President of the Board, he wished to make the following committee appointments for 1956-57: Executive Committee--Mr. Jones, Mr. Reed, and Mr. Sullivan;

CHANGE ORDER, LIBRARY
AND AMERICAN STUDIES
BUILDING

SUMMER SCHOOL
ENROLLMENT

APPOINTMENT OF
COMMITTEES

Committee on Physical Plant and Equipment--Mr. Newton, Mr. Brough, Mr. Chamberlain, Mr. McIntire, and Mrs. Patterson.

The next meeting of the Board was set for September 27-28, and President Humphrey was directed to extend an invitation to the State Board of Education to meet with the University Board on September 27.

Upon the request of Dr. Humphrey, Mr. Newton moved that the President be given authorization to make appointments that would be necessary prior to the opening of the fall semester, subject, of course, to final approval by the Board. Mr. Jones seconded the motion and it was carried.

President Humphrey stated that the University had an opportunity to secure from surplus property two airplanes, that one could be used for instruction in the field of aeronautical engineering, and that the other could be used for transportation for members of the faculty and staff. He added that he thought the planes could be secured for a cost of \$3,000 to \$5,000, that it would cost approximately \$50 a month for upkeep, and that it would be necessary to employ a pilot for the plane which would be used for transportation.

The proposal was discussed at some length by the Trustees, and it was finally moved by Mr. Newton that President Humphrey be authorized to secure the plane to be used for instructional purposes and that the Director of Finance and Budget be authorized to set up an appropriation sufficient to cover the necessary expense of getting the plane to Laramie. Mr. McCracken seconded the motion and it was carried.

Dr. Humphrey reported to the Board on the dynamite explosion which took the life of Mr. W. McNab Miller, Assistant Professor of Agronomy, and seriously injured a student in the College of Agriculture. He

DATE FOR NEXT MEETING

VACATION APPOINTMENTS

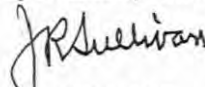
SURPLUS PROPERTY,
AIRPLANES

WORKMEN'S COMPENSA-
TION FUND

stated that both had been covered by Workmen's Compensation and that, while he and the Director of Finance and Budget did not know the exact amount that would be required to settle the two claims, they estimated the total cost at something like \$15,000. He pointed out that it would be necessary to authorize an appropriation to reinstate the balance in the Workmen's Compensation account, which the University is required to maintain at an amount equal to one per cent of the annual payroll figure for those who are covered under Workmen's Compensation. The balance could be reinstated, Dr. Humphrey added, by making a lump sum appropriation or by authorizing the Director of Finance and Budget to make monthly payments to keep the fund up to the minimum required. Mr. Newton moved that the Director of Finance and Budget be authorized to make monthly payments as required. Mrs. Bush seconded the motion and it was carried.

The Board adjourned at 4:30 p.m. to meet again on September 27-28.

Respectfully submitted,



J. R. Sullivan
Secretary