

August 8-10, 1963

The 1963 summer meeting of the University Board of Trustees was held at Jackson Lake Lodge on August 8-10. When the Board was called to order by President Newton at 2:45 p.m. (following a morning meeting of the Special Executive Committee and a 2:15 p.m. meeting of the Directors of the University of Wyoming Foundation) all members were present.

Mr. Chamberlain moved that the minutes of the May 24-25 meeting of the Board be approved as submitted. Mr. McCracken seconded the motion and it was carried.

APPROVAL
OF MINUTES

Following a reminder by President Humphrey that the Trustees were to be guests of Mr. and Mrs. Ray Lillie for dinner the following evening, attention was given to the President's Report. Mr. McIntire moved, Mr. McCracken seconded, and it was carried that the following appointments be approved:

APPOINTMENTS

1. Mr. Lawrence C. Patterson, transferred from the position of Extension Rural Civil Defense Specialist, with the rank of Instructor, to that of County Agent in Albany County, effective August 1, 1963, at a salary rate of \$7,848 on a twelve-month basis.

Patterson

2. Mr. Eugene E. Inloes, transferred from the position of Assistant County Agent in Carbon County to that of County Agent in Sublette County, effective July 1, 1963, at a salary rate of \$6,816 on a twelve-month basis.

Inloes

3. Mr. Bruce L. Richardson as Assistant County Agent in Carbon County, effective August 1, 1963, at a salary rate of \$6,012 on a twelve-month basis.

Richardson

4. Mr. Larry John Bourret as Assistant County Agent in Laramie County, effective July 22, 1963, at a salary rate of \$6,012 on a twelve-month basis.

Bourret

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| 5. <u>Mr. Robert M. Hyde</u> as Rural Civil Defense Specialist, with the rank of Instructor, effective August 1, 1963, at a salary rate of \$7,848 on a twelve-month basis. | <u>Hyde</u> |
| 6. <u>Dr. Fred A. Lawson</u> as Assistant Professor of Entomology, effective September 1, 1963, at a salary rate of \$8,508 on a twelve-month basis. | <u>Lawson</u> |
| 7. <u>Mr. William D. Marks</u> as Supply Instructor in Entomology, effective September 1, 1963, at a salary rate of \$6,300 on a twelve-month basis. | <u>Marks</u> |
| 8. <u>Mr. Alfred Barson</u> as Instructor in English, effective September 1, 1963, at a salary rate of \$5,700 for the academic year 1963-64. | <u>Barson</u> |
| 9. <u>Mr. Harold J. Dodge</u> as Instructor in English, effective September 1, 1963, at a salary rate of \$5,700 for the academic year 1963-64. | <u>Dodge</u> |
| 10. <u>Mr. Dale J. Stevens</u> as Supply Instructor in Geography, effective September 1, 1963, at a salary rate of \$6,504 for the academic year 1963-64. | <u>Stevens</u> |
| 11. <u>Mr. Harry O. Ritter</u> as Assistant Professor of Journalism, effective September 1, 1963, at a salary rate of \$7,200 for the academic year 1963-64. | <u>Ritter</u> |
| 12. <u>Mr. Robert S. Fisk</u> as Supply Instructor in Mathematics, effective September 1, 1963, at a salary rate of \$6,252 for the academic year 1963-64. | <u>Fisk</u> |
| 13. <u>Mr. Walter T. Grandy, Jr.</u> as Assistant Professor of Physics, effective September 1, 1963, at a salary rate of \$8,100 for the academic year 1963-64. | <u>Grandy</u> |
| 14. <u>Mr. Terrence R. Hanley</u> as Supply Instructor in Business Administration, effective September 1, 1963, at a salary rate of \$5,808 for the academic year 1963-64. | <u>Hanley</u> |

15. <u>Dr. Raymond W. Hooker</u> as Assistant Professor of Economics, effective September 1, 1963, at a salary rate of \$8,004 for the academic year 1963-64.	<u>Hooker</u>
16. <u>Mr. Roger D. Fisher</u> as Assistant Professor of Audio-Visual Education, effective September 1, 1963, at a salary rate of \$6,804 for the academic year 1963-64.	<u>Fisher</u>
17. <u>Dr. Roberta Starkey</u> as Assistant Professor of Educational Foundations, effective September 1, 1963, at a salary rate of \$7,200 for the academic year 1963-64.	<u>Starkey</u>
18. <u>Mrs. Catherine H. Wiegand</u> as Assistant Professor of Elementary Education, effective September 1, 1963, at a salary rate of \$6,108 for the academic year 1963-64.	<u>Wiegand</u>
19. <u>Mr. L. F. Isaacs</u> as Supply Instructor in Elementary Education, effective September 1, 1963, at a salary rate of \$6,108 for the academic year 1963-64.	<u>Isaacs</u>
20. <u>Mrs. Elaine Feuz</u> as Supply Instructor in Music Education and Library Science, effective September 1, 1963, at a salary rate of \$6,000 for the academic year 1963-64.	<u>Feuz</u>
21. <u>Mr. Howard M. Hennebry</u> as Instructor in Science Education, effective September 1, 1963, at a salary rate of \$6,408 for the academic year 1963-64.	<u>Hennebry</u>
22. <u>Mr. James Durkee</u> as Instructor in Vocational Education, effective August 1, 1963, at a salary rate of \$8,028 on a twelve-month basis.	<u>Durkee</u>
23. <u>Mr. Robert C. Baldrige</u> as Supply Instructor in Civil Engineering, effective September 1, 1963, at a salary rate of \$4,800 for the academic year 1963-64.	<u>Baldrige</u>
24. <u>Mr. A. L. Riemenschneider</u> as Instructor in Electrical Engineering, effective September 1, 1963, at a salary rate of \$6,240 for the academic year 1963-64.	<u>Riemenschneider</u>

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| 25. <u>Mr. M. Wafik Goudah</u> as Supply Assistant Professor of Pharmacy, effective September 1, 1963, at a salary rate of \$7,200 for the academic year 1963-64. | <u>Goudah</u> |
| 26. <u>Miss Lola V. Hopkins</u> as Assistant Professor of Pharmacy effective September 1, 1963, at a salary rate of \$7,200 for the academic year 1963-64. | <u>Hopkins</u> |
| 27. <u>Mr. Vincent V. Picard</u> as Coordinator of Public Administration Service in the Division of Adult Education and Community Service, with the rank of Assistant Professor, effective September 1, 1963, at an annual salary rate of \$9,720 for the period September 1, 1963 to June 30, 1964. | <u>Picard</u> |
| 28. <u>Mr. Charles M. Carroll</u> as Field Coordinator in Fremont County, with the rank of Instructor in Education and Adult Education, effective September 1, 1963, at a salary rate of \$6,408 for the academic year 1963-64. | <u>Carroll</u> |
| 29. <u>Mrs. Pauline Wetherell</u> reappointed as Serials Librarian, with the rank of Assistant Professor, effective September 9, 1963, at a salary rate of \$6,828 on a twelve-month basis. | <u>Wetherell</u> |
| 30. <u>Mr. Donald A. Dino</u> as Instructor in Physical Education, effective September 1, 1963, at a salary rate of \$5,400 for the academic year 1963-64. | <u>Dino</u> |
| 31. <u>Miss Doris Whitchurch</u> as Instructor in Women's Physical Education, effective September 1, 1963, at a salary rate of \$5,532 for the academic year 1963-64. | <u>Whitchurch</u> |
| 32. <u>Mr. Hardy Rollins</u> as Assistant Professor of Physical Education, Athletic Academic Counselor, and Tennis Coach, effective August 15, 1963, at a salary rate of \$9,252 on a twelve-month basis. | <u>Rollins</u> |
| 33. <u>Mr. Paul W. Joy</u> as Internal Auditor, effective September 1, 1963, at a salary rate of \$9,000 on a twelve-month basis. | <u>Joy</u> |

President Humphrey stated that he and Dean John Marvel had decided to withdraw their recommendation for the appointment of Mr. James G. Hook as Instructor in Educational Foundations.

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

1. Dr. John Chalmers, Dean of Academic Affairs, with the rank of Professor, effective September 30, 1963, to accept a position at Kansas State University.

2. Mr. Gordon Smith, County Agent in Albany County, effective July 31, 1963, to do graduate work at the University of Wyoming.

3. Mr. Dale Fullerton, Instructor in Entomology, effective July 30, 1963, to accept a position at the University of Arizona.

4. Dr. Joseph Larsen, Supply Assistant Professor of Entomology, effective July 31, 1963, to accept a position at the University of Illinois.

5. Miss Doris M. Drury, Instructor in Economics, effective August 31, 1963, to accept a position at Louisiana State University.

6. Dr. R. E. Murphy, Associate Professor of Geography, effective August 31, 1963, to accept a visiting professorship at the University of Hawaii.

7. Dr. Douglas C. Hunt, Assistant Professor of Physics, effective August 31, 1963, to accept a full-time research position.

8. Mr. Marion A. Bass, Instructor in Mechanics Education, effective June 30, 1963, to do graduate work at Colorado State University.

1. Mr. Laird moved that the Board approve the request of Mr. James C. Nolan, Jr., Assistant County Agent in Lincoln County, for a leave without pay for one year, beginning September 16, 1963, to permit him to work toward the Ph.D. degree in Animal Science at

RESIGNATIONS

Chalmers

Smith

Fullerton

Larsen

Drury

Murphy

Hunt

Bass

LEAVES OF ABSENCE

Nolan

the University of Wyoming. Mr. Reed seconded the motion and it was carried.

2. Mr. Chamberlain moved that the Board approve the request of Dr. Willard D. Schutz, Associate Professor of Agricultural Economics, for a leave without pay for the period September 1, 1963 to June 30, 1964 to permit him to accept an invitation to serve as a visiting lecturer at the University of Hawaii. The motion was seconded by Mr. Watt but on call for the vote the motion lost by a vote of 8 to 4.

Schutz

3. Mr. Jones moved that the Board approve the request of Dr. Jack N. Bone for a leave without pay for the academic year 1963-64 to permit him to accept a Fulbright Lecturing Award at the University of Baghdad in Iraq. Mr. Peck seconded the motion and it was carried by a vote of 7 to 5.

Bone

Mr. Reed moved that the Board approve the request of Mr. Frank Nelson, Assistant Foreman in the Buildings and Grounds (Athletic) Custodian Department, that he be placed on retirement effective September 1, 1963. Mr. Laird seconded the motion and it was carried.

RETIREMENT

Nelson

Mr. McIntire moved that the University of Wyoming Foundation be authorized to borrow \$2,000 from the Bookstore Reserve to finance its first year's operating cost, that this amount be repaid from the earnings of the Foundation as soon as possible upon approval of the Board of Directors of the Foundation, and that a note maturing in two years be given to the Bookstore by the Foundation. Mr. Reed seconded the motion and it was carried.

UNIVERSITY OF
WYOMING FOUNDATION

Mr. Reed moved, Mr. McCracken seconded, and it was carried that the following budget changes be authorized:

BUDGET CHANGES

1. Department of Chemistry. An appropriation of \$3,625 from the General Fund to cover the cost of purchasing a liquid scintillation counter from the University of Colorado Medical School and transporting it from Denver to Laramie.

Department of Chemistry

2. College of Education. An appropriation of \$2,000 from the General Fund to provide travel funds required under the proposed renewal of the vocational contract for teacher education between the University and the State Board for Vocational Education, on condition that the contract is approved by the State Board for Vocational Education, and with the understanding that the University would receive fifty per cent reimbursement for travel expenditures.

College of Education

3. Guidance and Counseling Institute. An appropriation of \$832 from the General Fund to cover the cost of purchasing needed equipment and providing for space modification of the Guidance office in the College of Education.

Guidance and Counseling Institute

4. Department of Athletics. An appropriation of \$2,050 from the General Fund to provide the additional amount needed to pay the increased membership dues in the Western Athletic Conference for 1963-64.

Department of Athletics

5. Student Personnel and Guidance. An appropriation of \$185 from the General Fund to cover the cost of moving storage cabinets involved in the change of offices resulting from the appointment of an Executive Assistant for Student Affairs.

Student Personnel and Guidance

6. University Band. An appropriation of \$4,000 from the General Fund to cover the cost of taking the University Band to Salt Lake City for the Wyoming-Utah football game on October 26.

University Band

7. ROTC - Air Force. An appropriation of \$187 from the General Fund to cover the University's share of the salary of an additional enlisted man in the Air Force ROTC, effective August 1, 1963.

ROTC - Air Force

8. Division of Registration and Admissions. Approval of the authorization given for an emergency appropriation of \$650.74 from the General Fund to cover the cost of purchasing furniture for the office of the new Director of Registration and Admissions.

Division of
Registration and
Admissions

9. Executive Assistant for Student Affairs. Approval of the authorization given for an emergency appropriation of \$1,294.79 from the General Fund to cover the cost of purchasing furniture and equipment for the office of the Executive Assistant for Student Affairs.

Executive Assist-
ant for Student
Affairs

10. Archives. An appropriation of \$1,593.45 from the General Fund to cover the cost of publishing 5,000 copies of a brochure for use in explaining the University's Western History program to prospective donors.

Archives

11. Old Main Building. Transfer to the 1963-64 budget of the amount of \$7,745 scheduled for the 1964-65 fiscal year from University Building Improvement Funds for Old Main Building lighting and acoustical tile ceilings on the fourth floor.

Old Main Building

12. Engineering Building - Mechanical Engineering Laboratory Service Trench Covers. An appropriation of \$553 from the Building Improvement Fund to cover the cost of placing steel grating over the existing concrete service trenches in the Mechanical Engineering Laboratory.

Engineering Build-
ing - Mechanical
Engineering Lab-
oratory Service
Trench Covers

13. Chemistry-Zoology Building - Chemistry Department Fume Hood. An appropriation of \$692.14 from the Building Improvement Fund to cover the cost of moving an unused cabinet from Room 300B to Room 300 and converting it into a fume hood complete with ductwork and a blower.

Chemistry-Zoology
Building - Chem-
istry Department
Fume Hood

14. Arts and Sciences Building Remodeling. An appropriation of \$70.91 from the Building Improvement Fund which, added to the \$687 remaining in an appropriation previously established for Arts

Arts and Sciences
Building Remodel-
ing

and Sciences Building improvements, would permit constructing corridor walls and partitions to provide additional office space for new English Department staff members.

15. Wyoming Union Building Air Force ROTC Offices. An appropriation of \$1,400.35 from the Building Improvement Fund, which, added to the \$1,000 available from the Air Force Commutation funds and \$767 included in the Legislative budget for use of the Air Force ROTC, would permit providing additional office space in the basement of the Wyoming Union and installing fluorescent fixtures in the space in question.

Pharmacy. Mr. Peck moved that the Board authorize increasing the University's fee remission contribution to the Pharmacy scholarship program from \$400 to \$600 per year to enable the College of Pharmacy to accept an increased matching grant from the American Foundation for Pharmaceutical Education. Mr. Brough seconded the motion and it was carried.

Summer School. Mr. Chamberlain moved, Mr. Peck seconded, and it was carried that the Board authorize an increase of approximately five per cent in the registration fees for the Summer School, making the schedule for 1964 as follows:

3 - 6½ hours	\$ 68.00
7 hours.	75.00
7½ hours	85.00
8 hours.	98.00
8½ hours	114.00
More than 2 hours over 6½	
hours, per hour.	64.00
Credit hour fee: Applicable	
to students registering for	
2½ hours or less - per hour. .	16.00

The Trustees considered a resolution adopted by the Wyoming Veterinary Medical Association recommending that a properly qualified graduate veterinarian be employed by the University of Wyoming

Wyoming Union
Building Air
Force ROTC
Offices

SCHOLARSHIPS

Pharmacy

FEES

Summer School

RESOLUTION OF
WYOMING VETERI-
NARY MEDICAL
ASSOCIATION

as Extension Veterinarian. President Humphrey suggested that the Association might, if it pressed the request, be asked to prepare a bill carrying an appropriation for two years to provide for such an employee and have it introduced at the next session of the Legislature, with the understanding that if the bill passed the University would be willing to assume responsibility for including the position in future budgets. It was the consensus of the Board that President Humphrey's suggestion should be followed.

For the Board's information, President Humphrey presented a letter from Mr. Leon Paules, Supervisor of Agricultural Substations, reporting on the damage done during a June flood to a bridge serving the Lander inactive farm. Mr. Paules stated that he had secured an estimate of \$4,000 to \$5,000 for rebuilding the bridge; he suggested that temporary repairs might be made which would last until sufficient funds could be accumulated in the Inactive Farms account to rebuild the bridge.

The Trustees considered the problem carefully and decided that Mr. Paules and Mr. Peck should investigate the situation and make a recommendation as to what should be done.

President Humphrey transmitted to the Board a suggestion from Mr. E. G. Rudolph, Legal Advisor, that further consideration be given to the matter of leasing the Gillette Substation for oil and gas. He also gave the Trustees copies of an Addendum which Mr. Rudolph had prepared following the May Board meeting to be used with the State Board of Land Commissioners' form of lease. The Attorney General had ruled, Dr. Humphrey pointed out, that the bonus provision included in the Addendum would not be proper under the statute and that it would be possible to modify the standard form of lease only with respect to use of the surface. The

LANDER INACTIVE
FARM

PROPOSED LEASE,
GILLETTE
SUBSTATION

Attorney General had also ruled, Dr. Humphrey stated, that the filing fees, to be paid when the land is leased for simultaneous drawing, would go to the office of the State Land Commissioner rather than to the University.

After some discussion, it was moved by Mr. McIntire, seconded by Mr. Morgan, and carried that no action be taken at the present time and that the matter be brought up for consideration again at the next meeting of the Board.

The Board adjourned at 5:30 p.m. and reassembled at 9:30 a.m. on August 9, with all members present.

The Trustees considered a report from Messrs. L. G. Meeboer, Executive Assistant for Business and Plant Affairs, and Dana Davis, Supervisor of Service and Auxiliary Enterprises, on the problem they had experienced in collecting accounts for dormitory and food service charges. The report indicated that at the end of the 1962-63 academic year there were unpaid board and room accounts totaling \$5,960.54. Messrs. Davis and Meeboer proposed the adoption of a payment, collection, and enforcement policy setting a schedule of payments for board and room and providing for expulsion from the dormitory for students failing to make payment within ten days of the due date.

The proposed policy was considered at some length. Mr. McIntire suggested the addition of a provision for special consideration to be given to students for payments upon approval of the Executive Assistant for Student Affairs. Mr. Watt then moved, Mr. Reed seconded, and it was carried that the following policy, incorporating Mr. McIntire's suggestion, be approved:

PROPOSED PAYMENT,
COLLECTION, AND
ENFORCEMENT
POLICY FOR
DORMITORIES AND
FOOD SERVICE

Payment, Collection, and Enforcement Policy
for Dormitories and Food Service

1. Board and room is payable in advance, or, upon proper approval, in installments as follows:
 - a. \$25.00 to be paid at the time the room application is submitted.
 - b. Within ten (10) days of the first day of registration, an amount which added to the \$25.00 will equal one fourth ($\frac{1}{4}$) of the total semester board and room charge.
 - c. Subsequent payments of one fourth ($\frac{1}{4}$) each will be due 30, 60 and 90 days after the first day of registration.
 - d. Special consideration shall be given to students for payments if approved by the Executive Assistant for Student Affairs.
2. Failure to make any payment within ten (10) days of the due date will be a breach of contract and the student will be required to move out of the dormitory.*
3. For summer school students board and room for each five-week term is payable in full in advance and must be paid before the student is admitted to the dormitory.
4. As provided for in Article X, Section 10-5.5 (a) of the REGULATIONS OF THE BOARD OF TRUSTEES, the administration of this policy is vested in the Division of Service and Auxiliary Enterprises through the Executive Assistant for Business and Plant Affairs.

*Present Board policies require freshman men and all women to reside in dormitories, unless excused through proper authority; therefore, expulsion from a dormitory would mean dismissal from the University.

For the information of the Board, President Humphrey presented a letter from Mr. E. G. Rudolph, Legal Advisor, reporting that the University was being sued by a number of female employees of the Wyoming Union for overtime wages prior to March 1, 1962. Mr Rudolph's letter stated that he had filed a Motion to Dismiss the suit on the grounds that the University as an agency of the state is immune from suit and also on the grounds that the statute on which the claim was based would not apply to the University.

SUIT AGAINST
WYOMING UNION

1. Dean of Men. Mr. Jones moved that the Board authorize deletion of the following sentence from Section 10-6.4 (d) of the Regulations of the Board of Trustees: "The operation of the physical facilities for housing and feeding students is vested in the office of the Director of Finance and Budget." Mr. Reed seconded the motion and it was carried.

2. Student Health Committee. Attention was given to a letter from the Student Health Committee asking for clarification of the Committee's duties and suggesting a policy for inclusion in the Regulations of the Board of Trustees. The Committee's letter also proposed the employment of a full-time sanitary engineer, whom the Committee would serve in an advisory capacity.

It was the consensus of the Board that existing health agencies in the state could assume responsibility for necessary inspection of University health facilities and that the employment of a sanitary engineer was neither necessary nor desirable. It was also the consensus of the Board that, since the Regulations do not outline the duties of any other administrative committees, the proposed outline of duties of the Student Health Committee should not be included. Mr. Reed moved that the proposed statement for the Regulations be rejected. Mr. McCracken seconded the motion and it was carried.

President Humphrey gave the Trustees copies of a letter from Mr. G. J. Jacoby, Director of Physical Education and Intercollegiate Athletics, reporting some problems that had been encountered in planning for construction of the twelve new tennis courts authorized by the Board at the May meeting. Mr. Jacoby pointed out that the only logical location for the new courts would be in the area immediately north of the existing eight courts, and that

REVISIONS IN
REGULATIONS
OF BOARD OF
TRUSTEES

Dean of Men

Student Health
Committee

TENNIS COURTS
FOR NEW
ATHLETIC AREA

construction of twelve courts in this area would require the use of turfing areas needed for other activities, would require relocation of the main sprinkler line, and would give an "out of balance" appearance. He proposed that eight new courts be constructed instead of twelve as authorized, that lighting be provided for the eight south courts, that alternate bids be requested on lighting the baseball field, and that only those bids for which funds are available be accepted. It was the consensus of the Board that the City of Laramie should be requested to make a contribution toward the cost of lighting, and that the architects' fees should be eliminated.

Mr. McIntire moved that the plan proposed by Director Jacoby, estimated at a total cost of \$106,590, be approved with the deletion of architects' fees totaling \$3,840, and that the President of the University be directed, either personally or through his representative, to contact the City and attempt to secure the maximum possible contribution from the City toward lighting the baseball field. Mr. Reed seconded the motion and it was carried.

Mr. Jones mentioned the University's need for the land north of the Fieldhouse presently owned by the City and suggested that an effort be made to exchange for this property the land the University owns north of the cemetery. Other Trustees expressed a similar interest in such an exchange of property, and President Humphrey stated that he would pursue the matter and see what could be done about it.

For the information of the Board, the Director of Finance and Budget reported that the low bid of the Globe Indemnity Company in the amount of \$6,616.77 had been accepted for a one-year automobile fleet policy, effective June 15, 1963, providing the

POSSIBLE
ACQUISITION
OF LAND
NORTH OF
FIELDHOUSE

FLEET POLICY
BIDS

following coverage:

Bodily Injury Liability - \$300,000 each person, \$500,000 each accident
Property Damage Liability - \$50,000 each accident
Voluntary Medical Payments - \$3,000 each person, each accident
Non-Ownership Liability, Property Damage and Medical Payments covered in limits listed above
Comprehensive Physical Damage

Complying with a request made by the Trustees at a previous meeting, the Director of Finance and Budget reported on the coverages provided by the steam boiler and machinery policy. The report indicated that the limits of the policy had been raised to \$1,000,000 on the Power Plant and to \$1,000,000 on other locations on the campus. It also included a recommendation that the Fired Storage Water Heaters be eliminated from the boiler policy, since this is duplicate coverage with the extended coverage provisions of the fire policies. Mr. McIntire moved that the coverage be increased to \$2,000,000 and that the recommendation with regard to elimination of the Fired Storage Water Heaters be accepted. Mr. Reed seconded the motion and it was carried.

For the information of the Board, the Director of Finance and Budget outlined the method used annually in re-evaluating the various properties of the University for purposes of establishing new average fire and extended coverage rates for the ensuing year. He stated that the properties are insured for 100 per cent of the computed insurable values. Mr. Newton asked if the Board or the Physical Plant and Equipment Committee of the Board should not at some time have the privilege of reviewing a "school package policy" since he felt sure such a policy would result in a saving to the University on insurance premiums. President Humphrey stated that he would ask the Director of Finance and Budget to look into the matter.

BOILER AND
MACHINERY
INSURANCE

EVALUATION OF
CAMPUS AND
OTHER PROPERTY
FOR INSURANCE
PURPOSES

For the information of the Board, the Executive Assistant for Business and Plant Affairs reported the following change orders:

1. Street, Sidewalk and Parking Improvements - Commerce and Industry Building Area.

Change Order #3 - add 620 SF of 6 x 6 - 10/10 welded wire fabric in new concrete slabs located at south entrance of Commerce and Industry building. Increase \$ 31.00

2. Street and Parking Improvements - Crane-Hill Dormitories and Dining Areas.

Change Order #2 - add 120 SF to concrete apron north of Crane-Hill Cafeteria; add 6" thick x 6'-0" x 50'-0" valley gutter to north entrance of parking lot east of Crane Hall; add 6" thick x 2'-0" x 290'-0" valley gutter north of Crane-Hill Cafeteria in flow line of parking areas; increase in width the 5'-0" x 92'-0" sidewalk on Sorority Row to 6'-0". Increase 650.20

3. Ramp and Parking Improvements - Service Building.

Change Order #1 - make additions and changes in concrete work. Increase 406.00

A report from the Executive Assistant for Business and Plant Affairs on the building program (1959) as of August 1, 1963, showed a revised estimated net cost of \$11,157,781.50 to be paid from the bond sales, with a revised estimated saving of \$585,218.50. Mr. Reed asked that future reports on these funds indicate amounts of original contracts on the various facilities, as well as subsequent expenditures authorized for change orders, landscaping, etc.

The Trustees considered next a proposed budget for the operation of the Residence Hall for the fiscal year 1963-64. The budget showed estimated funds available of \$16,060.63 (receipts of \$17,500 less reserve of \$1,439.37 for equipment replacement) and estimated expenditures of \$20,942, resulting in an overdraft of \$4,881.37, which the Executive Assistant for Business and Plant Affairs

CHANGE ORDERS

Street, Sidewalk, and Parking Improvements

Street and Parking Improvements - Crane-Hill Dormitories and Dining Areas

Ramp and Parking Improvements - Service Building

BUILDING PROGRAM 1959 - COST ESTIMATES

PROPOSED BUDGET FOR RESIDENCE HALL

proposed to cover by a transfer of funds from the Knight Hall Food Service to the Residence Hall.

Although some Trustees expressed concern that receipts from rent would not be sufficient to cover the operating expenses of the dormitory, it was finally moved by Mr. Peck, seconded by Mr. McCracken, and carried that the proposed budget be approved and that the transfer of funds from the Knight Hall Food Service to the Residence Hall be authorized to cover the estimated deficit.

The Board adjourned for lunch at 12:15 and reassembled at 2:15 p.m., with all members present except Mr. Jones, who returned at 2:40 p.m.

Mr. Reed informed the Board that the Special Executive Committee wished to have changes made in Article IV, Section 4-1, of the By-Laws relating to the duties of the Special Executive Committee. He stated that the Committee would like to have the Section changed to read as follows:

(b). Special Executive Committee. The Special Executive Committee shall consist of three members of the Board experienced in business and financial affairs and the management of investments who shall be elected by the Board for a term of one year at the annual meeting of the Board. The Committee shall manage the William Robertson Coe Memorial Funds subject to the following conditions:

(1). No securities shall be bought or sold without approval of at least two members of the Committee.

(2). The administrative officer of the William Robertson Coe Memorial Funds shall be the Administrator of the School of American Studies. The income produced from the management of said funds shall be disbursed under his direction upon approval of the Special Executive Committee.

(3). The day-to-day operations of said administrative officer shall be submitted to the Committee for consideration, and further, from time to time the over-all management of the William Robertson Coe Memorial Funds may be ratified by the Board of Trustees at its regular meetings upon submission by the Special Executive Committee.

PROPOSED CHANGES
IN BY-LAWS OF
BOARD OF TRUSTEES

(4). The Committee may employ the services of an investment adviser, such as a bank or other similarly qualified institution, and the Committee may give due consideration to such advice.

(5). The Committee shall place the securities of said Fund in custody of a bank with assets of not less than \$100,000,000, and the custodian bank shall have the right and privilege of holding the securities in a street name or in a name of such nominee as it may choose.

(6). Each year the said Administrator of the School of American Studies shall prepare and submit a budget for expenditure of the said funds to the Special Executive Committee for approval and submission to the Board of Trustees for adoption.

Mr. Reed moved that the proposed revision be submitted to the Board for consideration at the next meeting. Mr. Watt seconded the motion and it was carried.

Mr. Reed informed the Board that a meeting of the Special Executive Committee had been held on the morning of August 8 and that, in addition to recommending changes in the By-Laws pertaining to the duties of the Committee, consideration had been given to the annual report of the Administrator of the School of American Studies (copies of which were distributed to all of the Trustees), a decision had been made to dispose of the University's investment in Investors Mutual and to place the proceeds in American Telephone and Telegraph bonds, and a decision had been made to sell the 1,100 shares of Long Island Lighting stock and place the proceeds in Treasury Bills.

Mr. McIntire stated that two members of the Special Executive Committee had met with the Director of Finance and Budget in Denver in July and had authorized several changes in the accounts.

Dr. Humphrey mentioned the possibility of setting up a foundation separate from the University of Wyoming Foundation to handle the William Robertson Coe funds, so that there would be assurance

REPORT OF
SPECIAL
EXECUTIVE
COMMITTEE

that the funds would continue to be handled in the manner directed by the donor, regardless of the future composition of the Board of Trustees or the State Legislature. He informed the Board that the Special Executive Committee had authorized him to investigate the possibility of setting up such a foundation.

Mr. Millett raised a question as to whether there was any necessity for the University to carry liability insurance, since, according to the report submitted by the University's Legal Advisor on the suit filed by employees of the Wyoming Union, the University cannot be sued. Dr. Humphrey stated that the University would have a moral obligation in case of injury to individuals or damage to property, even though it might not have a legal obligation. After considerable discussion, it was decided that President Humphrey should ask the Legal Advisor to give the Board an opinion as to whether or not the University would be justified in continuing to carry liability insurance.

INSURANCE

Turning their attention to the Addendum to the President's Report, the Trustees considered first the recommendations for additional appointments to the faculty. Mr. Reed moved, Mr. McIntire seconded, and it was carried that the following appointments be approved:

APPOINTMENTS

1. Dr. James Ranz as Dean of Academic Affairs, with the rank of Professor of Library Science, effective as soon as possible, probably in October 1963, at a salary rate of \$18,024 on a twelve-month basis, plus moving expenses from Vancouver to Laramie.

Ranz

2. Dr. R. H. Bruce as Acting Dean of Academic Affairs for the period August 16, 1963 until the arrival of Dr. Ranz, at an additional salary of \$150 per month for the period of his additional duties.

Bruce

3. Dr. G. Rex Henrickson as Associate Professor of Economics, effective September 1, 1963, at a salary rate of \$8,304 for the academic year 1963-64.

Henrickson

4. Miss Georgia R. Coffin as Cataloguer and Head of the Catalogue Department in the Library, with the rank of Assistant Professor, effective September 3, 1963, at a salary rate of \$8,604 on a twelve-month basis.

Coffin

5. Mrs. Vida Cummins Stanton as Assistant Cataloguer in the Library, with the rank of Instructor, effective August 1, 1963, at a salary rate of \$6,228 on a twelve-month basis.

Stanton

6. Mr. Charles P. Cooper, transferred from the position of Field Coordinator in Fremont County, with the rank of Instructor in Education and Adult Education, to the position of Coordinator of Extension and Special Projects, with no change in rank, effective July 1, 1963, at a salary rate of \$8,760 on a twelve-month basis.

Cooper

For the information of the Board, President Humphrey reported the resignation of Mr. Dan B. Field as Analytical Chemist and Instructor in the Natural Resources Research Institute, effective September 30, 1963, for undisclosed reasons.

RESIGNATION

Field

Mr. Reed moved that the Board approve the recall of Miss Hail Fischer from retirement for a brief period in September to assist in training new personnel in the Library, the salary for this recall service not to exceed \$100. Mr. Millett seconded the motion and it was carried.

RECALL OF
RETIRED
EMPLOYEE

Fisher

Mr. McIntire moved that the Board approve the request of Miss Pauline Bunting, Home Furnishings Specialist in the Agricultural Extension Service, with the rank of Associate Professor, that she

RETIREMENT

Bunting

be placed on retirement effective November 30, 1963. Mr. Reed seconded the motion and it was carried.

Mr. Brough moved, Mr. Watt seconded, and it was carried that the following budget changes be authorized.

1. Division of Information and Special Services. An appropriation of \$435 from the General Fund to permit purchasing carpet for the offices of the Director of Information and Special Services.

2. Moving Expenses, Executive Assistant for Student Affairs. An appropriation of \$600 from the General Fund to cover the moving expenses of the new Executive Assistant for Student Affairs from Boulder to Laramie.

3. Red Buttes Fish Hatchery Telephone Line. An appropriation of \$60 from the General Fund to provide the additional funds necessary to pay for installation of a telephone line to the Red Buttes Fish Hatchery property.

4. Visit of King of Afghanistan. An appropriation of \$500 from the General Fund to cover the cost of a luncheon and other expenses connected with the visit of the King and Queen of Afghanistan to the University of Wyoming on September 12.

President Humphrey gave the Trustees copies of a letter from the Regional Director of the Bureau of Reclamation stating the need of the United States for a tract of land in the Archer Substation for the purpose of erecting a terminal transmission line tower and for providing an access road. The letter went on to say that the most feasible means of acquisition was by action in eminent domain. Pending the formal condemnation action, the Regional Director requested permission of the Board of Trustees to proceed with construction of the transmission line tower.

BUDGET CHANGES

Division of
Information and
Special Services

Moving Expenses,
Executive Assist-
ant for Student
Affairs

Red Buttes
Fish Hatchery
Telephone Line

Visit of the
King of
Afghanistan

REQUEST OF
BUREAU OF
RECLAMATION
FOR ENTRY TO
ARCHER SUBSTATION

Dr. Humphrey gave the Board a report from Mr. E. G. Rudolph, the University's Legal Advisor, indicating that since title to the land in question is in the State of Wyoming, neither the University nor any other state agency would have the right to convey it. Also, Mr. Rudolph stated that the deed conveying the property provided that it should revert to the grantor, the Wyoming Hereford Trust, and that, therefore, the proceeds from the condemnation would belong to the Wyoming Hereford Trust. In view of the condemnation, Mr. Rudolph recommended that the Board grant permission to the Bureau to commence construction of the tower.

The Trustees considered the matter carefully and it was then moved by Mr. McIntire, seconded by Mr. Reed, and carried that the Board deny the request for immediate entry and protest the condemnation action on the grounds that the area the Bureau contemplates taking would be beyond beneficial use.

Mr. McIntire stated that in planning for construction of a new school building in Casper there had been some difficulty in awarding a contract because of the uncertainty as to whether or not the low bidder qualified as a Wyoming contractor. He suggested that the Attorney General be asked for an opinion as to criteria a firm must meet in order to be considered Wyoming contractors, and that this opinion be made a part of the specifications for bids. It was the consensus of the Board that Mr. McIntire's suggestion was a good one and should be followed.

President Humphrey stated that there would probably be 15 or 16 positions to be filled before the opening of the fall semester, and he asked for authority to approve recommendations for appointments to these positions and report them to the Board at the next meeting. Mr. Peck moved that President Humphrey be given the

DEFINITION
OF WYOMING
CONTRACTOR

APPOINTMENTS

requested authorization. Mr. Watt seconded the motion and it was carried.

Dr. Humphrey read a letter from the Director of Finance and Budget reporting the proceeds of the sale of Improvement Revenue Bonds, Series 1959, to White, Weld and Company as follows:

Agricultural College Land Income Fund		
Accrued interest.	\$ 1,040.00	
Premium	<u>4,242.84</u>	\$ 5,282.84
University Land Income Fund		
Accrued interest.	\$ 55,466.67	
Premium	<u>226,284.88</u>	281,751.55

The letter pointed out that the accrued interest would have to be credited to current income in 1962-63 but that the premium amounts would be set up in special reserves until a decision had been reached as to their use.

Several suggestions were made as to the possible use of the funds--additional salary increases, University contributions to Group Life Insurance or Group Hospital-Medical Plan, etc. It was the consensus of the Board that the money should be used for retiring bonds in the 1959 series.

President Humphrey stated that he had received a letter offering for sale land owned by the Reorganized L.D.S. Church north of the campus. The price set on the land, Dr. Humphrey stated, was \$8,500 for less than an acre. It was the consensus of the Board that the price was too high and the land should not be purchased.

The Board adjourned at 5:35 p.m. and reassembled at 9:45 a.m. on August 10, with all members present except Mr. Peck, who arrived at 10:05 a.m., and Mr. McCracken. Mr. Jones left the meeting at 10:30 a.m.

IMPROVEMENT
REVENUE BONDS,
SERIES 1959

AVAILABILITY
OF LAND NORTH
OF CAMPUS

Requests from Mr. McIntire for studies of classroom use and teaching loads and from Mr. Chamberlain for information as to what the University is doing in the way of increasing teaching efficiency prompted President Humphrey to outline for the Board some of the changes he felt might be expected in higher education in the years ahead. He pointed out that with the increasing requests from government agencies for training (specifically for the University of Wyoming the Air Force program for engineers and the request for training personnel at the Cheyenne Missile Base), with the increased demand for trained manpower for business and industry and all phases of government, it would not be possible for colleges and universities to stand still. He added that the changes in higher education in the years ahead would come so swiftly that it was difficult to visualize what the universities of even a decade hence would be like. He concluded by stating that unless institutions of higher learning were prepared to keep pace with the increasing demands they would fall far behind and lose their leadership in the nation's affairs.

For the information of the Board, President Humphrey read a letter from Dean N. W. Hilston reporting that a rain and hail storm occurring on July 26 had resulted in damages totaling \$15,367.50 to University farms. Dr. Humphrey pointed out that these damages might result in a need for financial assistance to the farms later in the season.

Mr. Newton announced the following appointments to Board of Trustees committees: Athletic--Messrs. Peck and McCracken; Executive--Messrs. Newton (ex officio, chairman), McIntire, Reed, and Chamberlain; Physical Plant and Equipment--Messrs. Jones (chairman), McIntire, Chamberlain, Laird, and Morgan; Coe Fund Special

CHANGES IN
HIGHER EDUCATION

LOSSES ON
UNIVERSITY
FARMS

BOARD
COMMITTEES

Executive Committee--Messrs. Reed (chairman), McIntire, and Watt; Campus Planning, Mr. Millett.

Mr. Peck asked for an opportunity to explain to the Board some of the efforts that were being made, not only to diversify Wyoming's economy by bringing industry to the state, but also to assure Wyoming's making its best contribution to the nation's space effort. The space age exhibit in Riverton in the spring, viewed by some 25,000 people, Mr. Peck went on to say, had focused the attention of the Administrator of the National Aeronautics and Space Administration and other high level government officials on Wyoming, and a number of meetings had been held with such persons as the head of N.A.S.A. and the Air Force member of the Joint Chiefs of Staff to consider Wyoming's contribution to the space age. Specifically, Mr. Peck pointed out, Wyoming could serve principally in two areas: (1) by providing a favorable climate (from the standpoint of labor, taxes, transportation, etc.) for various industries related to the space effort, such as the Air Force tape controlled machining center; and (2) through basic research and programming.

Mr. Peck outlined briefly the work which Dr. John Bellamy, Director of the Natural Resources Research Institute at the University of Wyoming, had done in the development of an orbital airline program for Wyoming and urged that the Trustees give their support to Dr. Bellamy in his efforts to develop this program. He read a letter from Dr. Bellamy calling attention to the need for funds in the amount of \$5,000 to support the program during the summer, since he and other members of the N.R.R.I. staff are employed for the academic year only. Mr. McIntire moved that an appropriation of \$5,000 be authorized from the General Fund to support the work being done by Dr. Bellamy and his staff on the

WYOMING'S ROLE
IN NATIONAL
SPACE EFFORT

space program, with the understanding that expenditure of these funds would be under President Humphrey's direction. Mr. Chamberlain seconded the motion and it was carried.

The next meeting of the Board was scheduled for October 14-15.

President Humphrey read a letter from Mr. Donald C. Brown, Assistant Professor of Dairy Husbandry, requesting reconsideration of the Board's decision not to grant him a second year's leave in connection with his Ford Foundation assignment in Syria. It was decided that the matter should be deferred until the next meeting of the Board, at which Dr. P. O. Stratton, Head of the Division of Animal Science, and Dean N. W. Hilston of the College of Agriculture could be present.

Mr. Newton informed the Board that letters had been written to some fifty institutions and organizations soliciting recommendations for the presidency of the University. Dr. Humphrey stated that the Board would be able at the October meeting to select from the faculty members elected by the various colleges a committee to serve in an advisory capacity in connection with selection of a new president. He suggested that this committee be assigned the task of selecting from a directory of Presidents and Deans of Colleges and Universities some names to be added to those submitted by the institutions and organizations to which letters had been written. No objection was expressed to this procedure.

Dr. Humphrey called attention to the budget for the Division of Physical Education and Intercollegiate Athletics for the fiscal year 1963-64, copies of which had been distributed to the Trustees. Mr. Brough moved that the budget be approved as submitted. Mr. Peck seconded the motion and it was carried.

DATE FOR
NEXT MEETING

LEAVE OF
ABSENCE

Brown

PROCEDURES FOR
SELECTING NEW
PRESIDENT

BUDGET FOR
DIVISION OF
PHYSICAL
EDUCATION AND
INTERCOLLEGIATE
ATHLETICS

Mr. Newton suggested that consideration be given to the question of remodeling in the Commerce and Industry Building to provide offices for the Department of Economics. He stated that since he had had estimates of the cost of this remodeling only a week prior to the Board meeting he had decided not to approve the plans but to defer action until the entire Board could consider the matter. He stated that the total cost of the remodeling, furniture, and equipment had been estimated at \$22,700; which could be paid from the 1959 Improvement Revenue Bonds. After some discussion, it was moved by Mr. Chamberlain, seconded by Mr. Watt, and carried that the proposed expenditures be approved.

At twelve o'clock the following persons were invited into the meeting for consideration of schematic drawings in respect to the new dormitory authorized by the 1963 Legislature: Messrs. L. G. Meeboer, Executive Assistant for Business and Plant Affairs; R. G. Arnold, Plant Engineer; Dana Davis, Supervisor of Service and Auxiliary Enterprises; Robert Corbett, Eugene Dehnert, and Joe Banner, architects.

Mr. Meeboer informed the Trustees that a meeting of the Campus Planning Committee had been held on July 19, at which Mr. Chamberlain and Mr. Millett had represented the Board of Trustees, and that at the meeting schematic drawings had been considered and suggestions made to the architects as to the drawings which should be presented to the Board of Trustees. In the time remaining until lunch, Mr. Corbett reviewed the design analysis brochure, copies of which had been sent to the Trustees in advance of the meeting. An effort had been made, Mr. Corbett pointed out, to design a building which would be homelike rather than institutionalized, and to create groupings of students which would be acceptable

REMODELING
IN COMMERCE
AND INDUSTRY
BUILDING

PLANS FOR NEW
RESIDENCE HALL

to the administration and Trustees and would give students the opportunity for close association with other students.

The Board adjourned for lunch at 12:40 and reassembled at 1:50 p.m., with all those present who were present at adjournment. Mr. McCracken rejoined the meeting at 2:40 p.m.

The next two hours were spent in a discussion of possible room distribution, typical bedrooms, student groupings, percentage of site to be covered by the building, costs, etc. Concluding the discussion, the Trustees arrived at a consensus on the following points on which the architects had requested guidance in preparing preliminary plans: (1) group size--16 to 20 students per group, with one proctor for each two groups; (2) percentage of land area to be covered by building--not to exceed 50 per cent; (3) number of stories--not to exceed eight; (4) type of bedroom--Type "D", providing for inclusion of lavatory in each room; (5) lounges--two lounges in building large enough for meeting of all students on a single floor, with alternate proposals for lounges on each floor to be submitted by the architects; (6) laundry and vending machines--place all laundry facilities and vending machines in basement.

Mr. Arnold informed the Board that a mock-up bedroom would be constructed in which furniture could be placed so as to give a better idea of size and arrangement. Mr. Newton stated that the Physical Plant and Equipment Committee would be authorized to determine room size after seeing the mock-up room. Messrs. Corbett, Dehnert, and Banner then left the meeting.

Messrs. Hitchcock and Hitchcock, architects, were invited into the meeting to present the preliminary plans they had prepared

APARTMENTS FOR
MARRIED STUDENTS
AND FACULTY

for construction of 112 apartments for married students and faculty authorized by the 1963 Legislature. They first showed a picture of the proposed buildings, each two stories in height and providing for eight two-bedroom apartments. The buildings had been arranged so that four buildings faced onto a central court. The sixteen buildings involved in the total plan (only fourteen of which would be constructed under the present program) formed a square, with an area available for development as a recreational area. The picture presented by the architects included placement of landscaping, which would be done by the Plant Engineering Department.

The architects recommended the use of face brick on the exposed walls and concrete block on the inside walls, with the colors to be varied--two of the four buildings in each court to be of a light beige material and the other two of darker beige. Attention was called to the arrangement of parking space, garbage cans, clothes lines, etc.

Questions were raised as to the provision for disposal units in each apartment, as to central heat versus individual heating units, and as to the provision for headbolt heaters. It was the consensus of the Board that not enough information was available to make a decision on the distribution of utilities and that the Plant Engineer should make an engineering study relative to utilities and report to the Physical Plant and Equipment Committee at its next meeting. Mr. Peck moved that gas ranges be placed in the apartments. Mr. Chamberlain seconded the motion and it was carried. Mr. Reed moved that the Board approve the preliminary plans and authorize the Physical Plant and Equipment Committee to approve final plans and authorize advertising for bids. Mr. Brough seconded this motion and it was carried.

After Messrs. Hitchcock and Hitchcock had left the meeting, the Trustees considered a proposed agreement between the University and the City of Laramie for construction of sewer lines to serve the proposed new married student apartments and residence hall. The agreement provided for construction of these lines at University expense, with the City granting an easement and right of way across 22nd Street for construction of the sewer and giving permission to have the connections made to the City sewer system without charge to the University for the privilege of making the connections. It was moved by Mr. McIntire, seconded by Mr. Peck, and carried that the proposed agreement be approved and that the President and the Secretary of the Trustees be authorized to sign it on behalf of the Trustees.

Messrs. Meeboer and Arnold gave the Trustees sketches of the proposed planter sign for the Wyoming Union which had been requested by representatives of the Associated Students of the University of Wyoming and which the Trustees had referred to the Plant Engineer and the Executive Assistant for Business and Plant Affairs for consideration. The cost of the sign had been estimated at \$973.50. Mr. Brough moved that the proposed sign be approved. Mr. McCracken seconded the motion and it was carried.

Consideration was given to a recommendation that a separate contract be issued for completing the paving of the following parking areas prior to the opening of the 1963 fall semester: Fieldhouse, south parking lot; Engineering-Geology parking area; Library-Union parking area. The total cost of the project, according to the report, would be \$24,129, of which the amount of \$16,135.75 had already been allocated. Mr. Laird moved that the proposal for having the paving done by separate contract be

SANITARY SEWER
SERVICE FOR NEW
BUILDINGS

WYOMING UNION
PLANTER SIGN

CAMPUS PARKING
AREAS

approved and that the additional amount of \$7,993.25 needed to complete the project be authorized from the General Fund. Mr. Watt seconded the motion and it was carried.

Mr. R. G. Arnold, Plant Engineer, presented an estimate of \$979.83 for lighting the parking area north of Crane Hall. Mr. Newton asked if an investigation had been made of the possibility of having the Pacific Power and Light Company install this lighting and allowing the University to pay a monthly charge. Mr. Arnold stated that he had not investigated this possibility and suggested that the matter be deferred pending such investigation. It was agreed that this procedure should be followed and that a report on the investigation should be submitted to the Physical Plant and Equipment Committee for action.

For the information of the Board, a report on the progress of the remodeling of the Residence Hall was presented. The report indicated that, with most of the remodeling completed, it appeared there might not be sufficient funds to complete all of the work, and that the total cost might exceed the amount allocated for the project by as much as two per cent.

Because of the desirability of having the remodeling completed before the opening of the fall semester, the Plant Engineer and the Executive Assistant for Business and Plant Affairs recommended that the Board authorize allocation of such additional funds as might be needed for completion of the work. Mr. Watt moved that the recommendation be approved and that such additional funds as might be needed be authorized from the 1963 Improvement Revenue Bonds. Mr. McCracken seconded the motion and it was carried.

CRANE-HILL,
DORMITORY
PARKING AREA
LIGHTS

RESIDENCE HALL
PROGRESS REPORT

The Board adjourned at 5:30 p.m. to meet again on October 14-15.

Respectfully submitted,

Harold E. Brough

Harold E. Brough
Secretary