

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

March 26, 1931

For the confidential information
of the Board of Trustee

The regular quarterly meeting of the Board of Trustees of the University of Wyoming was called to order by President Lynn at 2 o'clock p.m., Thursday, March 26. The following members answered roll call: Mr. Elliott, Mr. Geddes, Mr. Holliday, Mr. Bond, Mrs. Grieve, Mrs. Oviatt, Mrs. Embree, Mr. Morgan, Governor Clark, and Dr. Crane.

Roll Call

The minutes of the last Board meeting and for the intervening meetings of the Executive Committee were approved as read.

Dr. Crane then presented his report.

The first matter to come before the Board was the discussion of the building fund debt. Various methods of re-financing and carrying the debt in the future were considered. Chairman Elliott of the budget reduction committee reported for the meeting of the committee held that morning. Upon the motion of Mr. Holliday the Board approved plan "b" as outlined in President Crane's report. This plan calls for the refund of the debt through the issue of warrants by the State Auditor against the University Building Improvement Fund which will be taken up by the State Treasurer from the University Permanent Land Fund. This motion was seconded by Mrs. Grieve and carried with instructions to the University Officers to endeavor to obtain final consummation of this plan. The Executive Committee is authorized to complete final arrangements and approve any necessary deviations.

Building Fund
Debt

Upon the motion of Mr. Elliott the term fee for resident students of Wyoming is fixed at \$12.50, for non-resident students \$20.00, effective September 1931. This motion was seconded by Mr. Bond and carried.

Fees

The following leaves of absence were approved:

Leaves of Absence

Mr. R. H. Burns, Assistant Wool Specialist, extension of leave from September 1, 1931 to November 1, 1931, without pay.

Mr. Harold F. Eppson, Assistant Service Chemist, extension of leave from July 1, 1931 to September 1, 1931, without pay.

Mr. S. S. Wheeler, Associate Professor of Animal Husbandry, Sabbatical leave at 40%, beginning September 1, 1931.

Mr. T. J. Dunnewald, Assistant in Soil Investigation, Sabbatical leave at 40%, beginning September 1, 1931.

Mrs. T. J. Dunnewald, Dean of Women, without pay, beginning September 1, 1931.

Mr. S. H. Dadisman, Professor of Teacher Training in Agriculture, Sabbatical leave at 40%, from September 1, 1931 to June, 1932.

Mr. O. C. Schwiering, Professor of Education, Sabbatical leave at 40% for the school year of 1931-1932.

Miss Greta Neubauer, Instructor in Mathematics, Sabbatical leave at 40%, beginning September 1, 1931.

Mr. Raymond A. Frazer, Instructor in Physical Education for Men, Sabbatical leave at 40%, from September 1, 1931 to July 1, 1932.

Miss Francelia French, Instructor in Public School Music, Sabbatical leave at 40%, beginning September 1, 1931.

Miss Hazel Gran, Critic Teacher, Sabbatical leave at 40% beginning September 1, 1931.

Mr. Carl Cinnamon, Instructor in Physics, Sabbatical leave at 40%, beginning September 1, 1931.

Mr. Fred C. Freytag, Instructor in Chemistry, leave without pay, beginning September 1, 1931.

At this point the Board adjourned until the following morning when Mr. Underwood appeared before the Board to discuss the Higgins Estate. Upon the motion of Mr. Elliott Mr. Underwood was authorized to commence foreclosure proceedings against Stewart W. Boyd, E. A. Kline, and John W. Anson who are indebted to the estate and who have failed to meet the terms of the loans. This motion was seconded by Mr. Bond and carried.

Higgins Estate

Governor Clark then reported for the Board with various recommendations and suggestions which it was hoped would aid the Administration in finding necessary funds for the successful operation of the new budget.

Upon the motion of Mr. Bond the administration was directed to investigate the proposed change in the date of our fiscal year from July 1 to September 1, and report to the Executive Committee for their action with final adoption subject to the meeting of the Board in June. This motion was seconded by Mr. Elliott and carried.

Fiscal Year
Change of date

Upon the motion of Mr. Geddes it was moved that reductions in the non-teaching force and salaries be made where it can be of assistance in reducing expenses, and that replacements be made in accordance with the present market value of such services. This motion was seconded by Mrs. Oviatt and carried.

Mrs. Oviatt then moved that the completion of the Operating Budget be left with President Crane and his assistants, the budget to be reported back to the Board in June showing the handling of the approximate

Operating Budget

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sum of \$60,000 which represents building fund transfers and the unappropriated balance which is to be not less than \$10,000. This motion was seconded by Mr. Geddes and carried.

Upon the motion of Mr. Elliott the Operating Budget was approved in its general form and authority granted to issue faculty and employees' contracts as heretofore outlined. This motion was seconded by Mr. Geddes and carried.

Upon the motion of Mr. Bond the Agricultural Extension Budget was approved with the understanding that adjustments may be made by Dr. Crane, and authority granted to issue salary contracts. This motion was seconded by Mr. Geddes and carried.

Agricultural Extension Budget

Upon the motion of Mr. Elliott the State Farm Budget was approved, Mr. Quayle to be instructed that Foreman Sellers at the Torrington Farm is to be dropped with Superintendent Christensen; State Farm labor is to be reduced, monthly employees \$15 to \$20 per month, men by the hour 10 or 15 cents. Wages at the state farms are to be scrutinized so that they will not exceed wages in general in that particular community. This motion was seconded by Mrs. Oviatt and carried.

State Farm Budget

Upon the motion of Mrs. Oviatt, seconded by Mrs. Grieve and carried, the University Commons budget was approved.

Common's Budget

Upon the motion of Mr. Holliday the Women's Dormitory Budget was approved. This motion was seconded by Mr. Elliott and carried.

Women's Dormitory Budget

Upon the motion of Mr. Elliott the Men's Dormitory Budget was approved. This motion was seconded by Mrs. Oviatt and carried.

Men's Dormitory
Budget

Upon the motion of Mr. Elliott, seconded by Mrs. Grieve and carried, the Student Welfare Foundation Budget was approved.

Student Welfare
Foundation Budget

The following appointments were approved:

Appointments

Mr. Alden Ingraham, Instructor in Animal Husbandry, at a salary of \$150.00 per month for the period from September 1, 1931 to September 1, 1932. Mr. Ingraham's appointment is contingent upon the granting of the leave now requested by Professor Wheeler.

Mr. John H. Draize, Assistant Pharmacologist in the Department of Research Chemistry, at a salary of \$2,760.00 per year, effective July 1, 1931.

Dr. Crane then presented the following resolution on Governor Emerson:

Governor Emerson

The Board of Trustees of the University of Wyoming presents this tribute of appreciation of Governor Frank C. Emerson whose tragic death, in the midst of his official duties, shocked the state and nation. While engrossed in strenuous attention to the duties of his office during the rush of the legislative session, he was suddenly stricken with the fatal illness. His departure is a severe loss to the state.

Governor Emerson, coming to Wyoming as a young man, was actively identified with the development and growth of this state. Particularly did he render service in his professional capacity as engineer for important irrigation projects and also an official engineer for the state. He will long be known as a man whose courage, enthusiasm, and persistence consummated the Colorado compact. He was a consistent champion of good roads. He believed in the development of Wyoming's natural resources and in the pursuit of this purpose he labored strenuously for the protection and promotion of the oil industry and for the state's proper inheritance in the public domain.

As a member of the Board of Trustees of the University of Wyoming, he attended regularly the meetings of the Board and contributed freely to the discussion of problems and promotion of policies. He believed in maintaining the high quality of the University's service. His interest extended even to matters of detail.

Governor Emerson's conscientious adherence to duty, his persistent attention to the work of his high office, even when already ill, undoubtedly lowered his vitality and made him a more susceptible victim to contagion. He sacrificed himself in public service for the welfare of the state he loved.

Closely associated with him, working intimately with him in the administration of the University, the Trustees feel his loss keenly and wish that this tribute to his memory be spread upon the official minutes of this Board and that a copy be sent to Mrs. Emerson to whom is extended deep and sincere sympathy.

Upon the motion of Mr. Elliott, seconded by Mr. Bond and carried, the resolution was adopted and the Secretary was instructed to place it in the minutes of this meeting, transmit a copy to Mrs. Emerson, and to give a copy to the press.

Mr. Burbank and Mr. McConnell then appeared before the Board to request university support of their proposed new radio station in return for certain free services and courtesies which might be extended to the institution. Upon the motion of Mr. Bond, Dr. Crane was authorized to negotiate with these men for the use of the station for the university with three hours a week minimum free time in return for our support; any additional hours to be at cost. This motion was seconded by Mrs. Embree and carried.

Radio Station

Upon the motion of Mrs. Oviatt Article VIII of the Student Welfare Foundation Trust Agreement was amended to read as follows:

Student Welfare Foundation

Article ~~VIII~~. "In the administration of such fund, the Trustees shall be accountable for the same degree of care and skill as is applicable to the Directors of an ordinary business corporation."

This motion was duly seconded and carried.

Upon the motion of Mrs. Oviatt the Executive Committee was authorized to investigate and handle the proposal of Delta Delta Delta sorority for an exchange of their lot for one of our lots in Fraternity Park. This motion was seconded by Mrs. Grieve and carried.

Delta Delta Delta

Upon the motion of Mrs. Oviatt President Crane was authorized to appoint the University Editor or some official of the institution or member of the University staff to be made a member of the board of management for the "WYO" for all future issues, and that the accounting and banking activities for all future publications be placed in the office of the Secretary of the University, the cost of such service to be paid from the funds of the enterprise. This motion was seconded by Mrs. Embree and carried.

University "Wyo"
Publication.

Upon the motion of Mr. Morgan the bill due the Wilbur A. Hitchcock estate for architectural services amounting to \$897.49 was approved to be paid from any budget except the building budget. This motion was seconded by Mr. Geddes and carried.

Wilbur A. Hitchcock
Estate

Upon the motion of Mr. Holliday \$1200.00 was appropriated for additional Emergency Teaching for the spring quarter. This motion was seconded by Mr. Geddes and carried.

Appropriation
Emergency Teaching.

Upon the motion of Mr. Morgan the \$2500.00 appropriation now appearing in the present building budget for the construction of an Infirmary in the basement of Hoyt Hall was deferred. This motion was seconded by Mr. Elliott and carried.

Infirmary
Hoyt Hall

Upon the motion of Mr. Holliday Section V of the By-Laws of the Board of Trustees was amended to read as follows subject to the approval of university counsel. This motion was seconded by Mr. Elliott and carried. The Secretary was instructed to call the roll. The motion was carried unan-

By-Laws
Section V
Amended

imously.
"The Secretary shall etc.*****prepare and issue all University and other related warrants and vouchers. The Secretary is hereby authorized to pay out of local funds on hand, prior to audit by the Board of Trustees or the Executive Committee, claims presented to him, the cash payment of which will be of financial advantage to the University, properly itemized and verified and in all respects conforming to law; provided that the Secretary shall first audit such claims before payment. After such payment, vouchers for such paid claims shall be presented separately to the Board of Trustees, or the Executive Committee thereof for a post-audit. Thereafter such audited vouchers shall be transmitted to the State Auditor as in other cases of claims audited by the Executive Committee for payment to local funds. The Secretary shall be given custody of etc.***."

Upon the motion of Mr. Bond the following actions affecting the above amendment to the By-Laws was adopted. This motion was duly seconded and carried.

- (a) The Secretary is instructed to keep an account of the savings effected by all such cash payments and make report thereof from time to time to the Board of Trustees.
- (b) The Purchasing Agent is directed in securing bids for supplies and equipment to secure prices and terms on both ten-day cash payments and thirty-day payments and furnish these figures to the Secretary's office.

Upon the motion of Mr. Bond President Crane's contract was renewed for two years without change. This motion was seconded by Mr. Morgan and carried.

Dr. Crane's
Contract

Upon the motion of Mr. Bond, Robert Lundgren, Janitor, was granted a sick leave for one year at 40% of his regular salary. This motion was seconded by Mr. Holliday and carried.

Robert Lundgren
Sick Leave

The report of the State Examiner covering his audit of the Student Welfare Foundation for the period July 1, 1930 to December 31, 1930 was signed and approved by the officers of the Board of Trustees.

Student Welfare
Foundation Audit

There being no further business the Board adjourned sine die.

Adjournment



Fay E. Smith
Secretary