

**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE TRUSTEES**

**March 19, 1936**

**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 Thursday, March 19, 1936, by President Bond. Others present were Mrs. Grieve, Mrs. Embree, Mrs. Plummer, Mr. Guthrie, Mr. Friday, Dr. Diggs, Mr. Marshall, Mr. Morgan, and Dr. Crane.

The first matter to be taken up by the Trustees was the opening of bids for equipment for the Liberal Arts Building. Bids were opened publicly. One of the forms, furnished by the P.W.A. and used in submitting bids, did not conform with our advertisement requiring that a certified check of 10% of the bid accompany all proposals. Mr. Morgan moved that the Midwest Trunk and Sporting Goods Company, of Laramie, who had submitted a check for 5% of the bid, be permitted to make their check adequate, or increased to equal the required 10%. This motion was seconded by Mr. Marshall, and carried.

After discussion and examination of various samples, Dr. Diggs moved that we accept the bid of Graham Brothers, Denver, for two thousand theatre seats, installed, at a price of \$14,320.00. The cushions of these seats are to be upholstered with sisal, stitched into place, and said chairs are to be in accordance with architect's specifications and color selection. This motion was seconded by Mrs. Grieve and carried.

Mrs. Plummer moved that we accept the bid of the C. H. Simpson Electrical Company, of Cheyenne, for electric light fixtures for a price of \$7,424.00. These fixtures are to be in cast brass, otherwise in accordance with architect's specifications. New sketches to be submitted covering front outside pylons and north and south side entrance lights are to be approved by Architect Dubois. This motion was seconded by Mr. Marshall, and carried.

Roll Call

Opening of  
Bids

Bids Accepted  
Graham Bros.

C. H. Simpson

Mr. Marshall moved that a contract for stage equipment be let to the Metropolitan Scenic Studios, Inc., Omaha, for \$5,609.00, covering front curtain, cyclorama, border lights, foot lights, twenty-five sets of lines, or rigging, and a service cyclorama. The motion was seconded by Mr. Morgan, and carried.

Metropolitan  
Scenic Studios

Upon the motion of Mr. Guthrie, seconded by Mrs. Grieve, and carried, the Trustees accepted the bid of the Wyoming Automotive Supply Company, of Cheyenne, for twenty-five soda acid fire extinguishers, for the price of \$183.75.

Wyoming Automot-  
ive Supply Co.

It was moved by Mr. Marshall, seconded by Mr. Morgan, and carried, that the bid of Graham Brothers, of Denver, for electrical stage equipment in the amount of \$1,119.72, be accepted as follows: nine 1,000 watt 6" spotlights; four 1,000 watt 8" spotlights; eighteen baby spots; four 1,000 watt floodlights; one thousand feet #12 cable; twelve #999 connectors, twenty-four 5 ampere connectors; six 50 ampere plugs; ten 15 ampere connectors; electric motor hoist.

Graham Bros.

It was moved by Mrs. Embree, seconded by Mr. Morgan, and carried, that we accept the bid of Graham Brothers, of Denver, for one Graybar Western Electric Public Address System, installed, at a price of \$1,700.00.

Graham Bros.

Mr. Guthrie then moved that Dr. Crane apply for a P.W.A. grant to cover the complete furnishing of the Liberal Arts Building. This motion was seconded by Dr. Diggs, and carried.

P.W.A. Grant

Upon the motion of Mr. Friday, the Trustees extended their thanks to Mr. R. W. Bradley, assistant to Architect Dubois, for his valuable assistance and advice in the selection and handling of the Liberal Arts Building equipment bids. The motion was seconded by Mrs. Grieve, and carried.

Thanks extended  
to  
R.W. Bradley

Mr. Marshall then moved that the recommendation of President Crane that the Board give its assent that the University, or its staff members, become parties to the suit to secure judicial interpretation and determination of the law requiring payment of federal income tax by members of the faculty whose salaries are paid from federal funds, be approved. This motion was seconded by Dr. Diggs, and carried.

Federal Income Tax

President Bond read a letter which he had received from Raymond Dimmitt, proprietor of the Campus Shop, claiming unfair treatment by the University in the matter of purchase and repair of typewriters. Dr. Crane explained the situation, and the Trustess, believing that the University, through its own Bookstore, should sell supplies to students as cheaply as possible, upon the motion of Dr. Diggs, seconded by Mrs. Embree, voted that all textbooks be sold at net cost plus transportation. The University is to stand all expenses of overhead and service.

Campus Shop

Textbooks to be sold at net cost

President Crane then presented the various University budgets, with the necessary supporting financial statements. After discussion, Dr. Diggs moved the approval of the Main University Budget, and the making of necessary changes as they may appear until the June meeting of the Trustees, when the budget will be again submitted for final approval. Dr. Crane was authorized to issue faculty salary contract letters. This motion was seconded by Mr. Marshall, and carried.

Presentation of Budget

Approval of Main University Bud

Faculty salary Contract Letters

Mr. Morgan moved that contract letters be issued to employees in the offices of the Fiscal Agent and the Secretary. The motion was seconded by Mr. Marshall, and carried.

Then followed a discussion of ways and means to finance the purchase of equipment for the Liberal Arts Building. Dr. Crane submitted a work sheet containing alterations in the Main University Budget as presented.

Mr. Marshall moved that we adopt these changes as follows:

New Appropriations 1935 - 1936 Budget	
Student Labor	\$1,170.00
Emergency Teaching	2,284.00
Emergency Equipment	400.00
Camp Transportation Rental	250.00
Substitute for Miss Krueger	500.00
Artesian Well	1,500.00
Salary Restoration March 1, 1936	9,000.00
	<u>\$15,104 .00</u>

Liberal Arts Building Equipment Contracts	
Theatre Seats	\$14,320.00
Electric Fixtures	7,424.00
Stage Scenery	5,609.00
Electrical Equipment(Stage)	1,119.72
Fire Extinguishers	183.75
Public Address System	1,700.00
Piano	250.00
Rubber matting	630.00
Ticket Office Equipment	140.00
	<u>\$31,376.47</u>

New Appropriations 1936 - 1937 Budget	
Military Property Equipment	\$ 167.00
Laboratory Equipment	2,000.00
Fire Prevention	720.00
Library Stacks	6,400.00
Stadium Rest Rooms	1,000.00
	<u>\$10,287.00</u>

Cuts from 1936 - 1937 Budget	
Athletics	\$1,800.00
Law School Travel	150.00
History Stenographer	225.00
Liberal Arts Stenographer	400.00
Semi-Centennial	500.00
Conference Athletic Representative Travel	100.00
	<u>\$3,175.00</u>

President Crane and the Executive Committee were authorized to continue this investigation. The budget should show the unappropriated balance as indicated - \$25,802.78. This motion was seconded by Dr. Diggs, and carried.

Mr. Morgan then moved the tentative adoption of the Agricultural Extension Budget, and the President was authorized to issue contract letters. The motion was seconded by Mr. Guthrie and carried. This budget will again be submitted to the June meeting.

Alterations in  
Main University  
Budget

Ag Extension  
Budget

Mr. Marshall moved that the State Farms Budget receive tentative approval. This motion was seconded by Mrs. Embree and carried.

Mrs. Grieve then moved that the Commons Budget be approved. The motion was seconded by Mr. Morgan and carried.

Upon the motion of Mrs. Grieve the budget for the Women's Dormitory received approval. Dr. Diggs seconded this motion, and it was carried.

Dr. Diggs moved that the Men's Dormitory Budget receive approval. Mr. Friday seconded the motion, and it was carried.

Mr. Marshall then moved that we give approval to the Seed Certification Budget. The motion was seconded by Mrs. Grieve and carried.

Upon the motion of Mr. Marshall, Glen Hartman, Associate Professor of Agronomy, and Dr. G. H. Starr, Assistant Professor of Agronomy, are allowed travel expenses for the purpose of making studies of Wyoming Certified Seed Potatoes in southern states. They will leave Laramie about April 1, 1936, returning about May 1st. A private automobile will be used for transportation. The estimated mileage is 5,500 miles at \$.05 per mile, or \$275.00. The estimated living expenses for two persons is \$240.00. Total \$515.00 to be paid from the Revolving Fund. This motion was seconded by Mrs. Grieve, and carried.

Upon the motion of Mr. Guthrie, seconded by Mrs. Embree, and carried, the following out-of-state travel was approved:

A. E. Bowman, Director of Extension Work in Agriculture; Donald E. Sabin, Crops and Soils Specialist; F. P. Lane, State Leader County Agent Work; A. W. Willis, Extension Economist, Conference at Salt Lake City, Utah, March 9, 10, 11 - estimated cost \$45.00 each. \$90.00 to be paid from Federal Smith-Lever Fund, and \$90.00 to be paid from Direct State and Additional Federal Cooperative Fund.

Dr. A. F. Vass, Professor of Agronomy - Meeting of the Range Research Advisory Committee and Conference with the Rural Resettlement Administration - Denver, Colorado - March 17- Estimated cost \$20.00 to be paid from Bankhead-Jones Research Fund.

State Farms  
Budget

Commons Budget

Women's Dorm  
Budget

Men's Dorm  
Budget

Seed Cert.  
Budget

Hartman - Starr  
travel for  
Wyoming Cert.  
Seed Potatoes

Out-of-state  
travel

Bowman - Sabin  
Lane - Willis

Vass

W.A. Witte, Director of Athletics - National A. A. U. Tournament - Denver, Colorado - March 19, 20, 21, Estimated cost \$38.80 to be paid from Athletic Department Fund.

Witte

W.A. Witte, Director of Athletics - Trip to New York City, leaving Laramie March 29th and returning April 12th, to attend meeting as Chairman National Basketball Coaches Association for District #8, April 1-4, and the Meeting of Basketball Rules Committee April 6-8, Estimated cost \$195.00 to be paid from Athletic Department Fund.

Witte

C. R. Maxwell, Dean of the College of Education - North Central Association meeting - Chicago, Illinois, Week of April 20th - Estimated cost \$90.00 to be paid from the High School Inspection Fund.

Maxwell

Mrs. Grieve then moved that Mr. Charles S. Llewellyn, County Agent of Laramie County, be reinstated, and his leave of absence - granted at the February meeting of the Executive Committee - be cancelled. This is done at Mr. Llewellyn's request. The motion was seconded by Dr. Diggs, and carried.

C. S. Llewellyn  
reinstated

Upon the motion of Mr. Friday, J. R. Neale's leave of absence is extended until June 30, 1937. The motion was seconded by Mr. Marshall, and carried.

J. R. Neale's  
leave extended

Mr. Marshall then moved that Dr. Crane's contract be renewed for a period of one year, at the present salary rate. Mr. Friday suggested that the president's contract be made to cover a period of two years instead of one. Mr. Morgan seconded this motion, and Dr. Crane was reelected President of the University, by unanimous vote, for the two year period ending June 30, 1938.

President Crane  
reelected for  
two year term

Upon the motion of Mrs. Grieve, Anne M. Johnson was appointed substitute for Flora H. Krueger, Professor of English in the College of Education, at a salary not to exceed \$500.00 for the Spring Quarter. Miss Krueger has been granted a sick leave from February 1st to June 30th. The motion was seconded by Mrs. Embree, and carried.

Anne Johnson  
substitute for  
Krueger

Upon a motion made by Mr. Marshall, seconded by Dr. Diggs, and carried, A. W. Bowman, A. W. Willis, J. A. Hill, D.R. Sabin, and F. P. Lane will be permitted to attend a Soil Conservation Conference at Salt Lake City, March 26-27. Their expenses will be paid by the United States.

Soil Conservation Conference

Upon a motion made by Mr. Marshall, seconded by Mrs. Grieve, and carried, the following sabbatical leaves-of-absence were granted, with salaries at 40% of their present rates:

Sabbatical leaves of absence

Major B. C. Daly, Professor Emeritus of Military Science and Tactics and Dean of Men. Major Daly plans to travel and study Personnel systems and administration of offices of Deans of Men, in an eastern university.

Daly

Harriet K. Orr, Professor of Education. She plans to spend the year in study and travel.

Orr

C. A. Bloomfield, Assistant Professor of Political Science. Mr. Bloomfield wishes to do graduate work toward his doctorate.

Bloomfield

Mr. Morgan then moved that Dr. Crane draw up a resolution of appreciation of the late F. S. Burrage, copies of which shall be sent to Mrs. Burrage and the Press. The motion was seconded by Dr. Diggs, and carried. The resolution follows:

A TRUE CITIZEN

FRANK SUMNER BURRAGE

When Frank Sumner Burrage was taken, the Board of Trustees of the University of Wyoming lost a valued member. When both he and the University were younger he was an active member of the University Staff. His love and loyalty to the Institution never wavered nor lessened, even through the years when he was not officially connected with the Institution. His fine understanding of University ideals gave him undaunted zeal for the University and its service. He served the University as officer, as teacher, as editor of his own paper, and as an influential citizen because he had a discerning vision of what a University was expected to do. Just before his death he was rounding out a lifetime of service to this Institution by membership on the Board of Trustees. The Board will miss his keen vision, his fine sympathy, and his zeal for education.

Resolution of Appreciation of the late F. S. Burrage

His service was not alone to the University, but embraced the community and the state. He gave liberally of himself



and of his substance to every good enterprise. The columns of his paper were ever open to promote projects of civic betterment. His death is one of the tragedies of the depression. His loss will be felt keenly by Wyoming and by the University. It can be said of him that his life work was what he lived to do and not what he did to live. He was a man of unimpeachable integrity, gifted, cultured, and generous. The Trustees join in sending their personal sympathy to the bereaved family.

This tribute to his memory, expressing inadequately the appreciation and sorrow of the Trustees of the University of Wyoming, and formally adopted at the first meeting of the Board since his death, will be spread upon the minutes and official copy sent to Mrs. Burrage and to the Press.

By official order of the Board of Trustees.

March 20, 1936.

*Wallace C. Bond*

President of the Board of Trustees

*Fay E. Smith*

Secretary of the Board of Trustees

*A. G. Craig*

President of the University

The minutes of the December Board meeting were approved as read.

The minutes of the Executive Committee for December and January were approved as read, and the February minutes were approved as corrected.

There being no further business, the Board adjourned sine die at 11 o'clock a.m., Saturday, March 21.

*Fay E. Smith*

Fay E. Smith  
Secretary

Minutes read

Adjournment