

November 12, 1942

40447 CURTIS 1000 INC., ST. PAUL, HARTFORD

The Board of Trustees of the University of Wyoming met in regular session at 2 p.m. Thursday, November 12, 1942.

Members answering roll call were President Linn, Mr. Facinelli, Mr. Barrett, Mr. Sill, Mr. Simpson, Mrs. Cope, Mr. Johnson, and Dr. Morrill.

Mr. Johnson moved that an appropriation of \$510 be made for the operation of the skating rink during the coming season. This motion was seconded by Mr. Simpson and carried.

Upon the motion of Mr. Sill the Board authorized a committee to be known as the gasoline rationing committee, composed of the Purchasing Agent as chairman and secretary, the Superintendent of Buildings and Grounds, and one representative each from the Agricultural Extension division, the Experiment Station, and the College of Engineering, to be appointed by their respective deans. This committee is to have charge of the campus filling station with authority to determine the proper use of University owned gasoline. No University staff member except when duly authorized is permitted to appear before the Albany County Rationing Board and request gasoline in the name of the University. This motion was seconded by Mr. Simpson and carried.

Upon the motion of Mr. Johnson, seconded by Mr. Sill, and carried, an appropriation of \$2,000.00 is made for the purchase and installation of a water softening plant in the power house.

Upon the motion of Mr. Simpson, the health service fee of \$2.50 per student per quarter is made optional in the case of part time registrants, effective with the opening of winter quarter, Jan. 4, 1943. This motion was seconded by Mr. Johnson and carried.

*Roll Call**Appropriation
\$510 Skating Rink**Gasoline Rationing
Committee Created**Appropriation
\$2000 Water Softening
Plant**Health Service
Fee Made Optional*

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Upon the motion of Mr. Johnson, seconded by Mr. Facinelli, and carried, the following military leaves of absence were approved:

Robert Escobar, Assistant Cashier, from Oct. 29, 1942 to June 30, 1943. Drafted into the Army.

Keith Thomson, Assistant Manager of the Bookstore, from March 18, 1943 to June 30, 1943. Extension of military leave.

William Henry Langendorf, Secretary to the Buildings and Grounds Department, from Dec. 29, 1942 to June 30, 1943. Extension of military leave.

The Trustees were then informed of the efforts on the part of one of the landowners adjoining the University farm at Torrington to move the dividing fence a few feet over on University property. Upon the motion of Mr. Simpson, the Comptroller was instructed to defend the original location of this fence and to permit no encroachment on University land. This motion was seconded by Mr. Johnson and carried.

The State Examiner's report was then submitted to the Trustees, and approved in the following manner as requested by the Examiner:

Norris E. Hartwell
State Examiner
Supreme Court Building
Cheyenne, Wyoming

Dear Sir:

We, the undersigned, constituting a quorum of the Board of Trustees of the University of Wyoming acknowledge receipt of the Report of Examination as above noted, made under the supervision of your Department.

After careful consideration of this report, we concur with the Examiner in the suggestions he has made, and we have requested the officials to adjust their methods in compliance therewith, to-wit: None.

Leaves of Absence

Escobar

Thomson

Langendorf

*Torrington Farm
Fence*

*State Examiner's
Report Approved*

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A copy of this acknowledgment has been placed of record with the Minutes of our Meeting on Nov. 12, 1942.

BOARD OF TRUSTEES
UNIVERSITY OF WYOMING

By: Ralph S. Linn
V. Facinelli
Peter Sill
Milward L. Simpson
Mary Edelman Cope
Frank A. Barrett

President Morrill then presented the proposed requests for all University appropriations at the coming legislature with full information as to each request. After discussion, Mr. Facinelli moved, seconded by Mr. Simpson, and carried, that the budget requests as submitted by the President be approved as follows:

| | |
|---|----------------|
| Main University Contingent | \$ 848,000.00 |
| Salary Increases, Living Costs | 132,000.00 |
| Equipment | 50,000.00 |
| Capital | 50,000.00 |
| Student Labor | 15,000.00 |
| Agricultural Extension Contingent | 104,000.00 |
| Agricultural Extension Salary Increases | 15,528.30 |
| Total | \$1,214,528.30 |

The Board then received Mr. Charles Hauf from the State Farm Loan Board who wished to sell the University approximately one-half section of grazing land adjoining our pasture at the airport and close to the Agronomy farm. After discussion, Mr. Facinelli moved that the Comptroller offer the State Farm Loan Board \$4 per acre for this land, including all improvements, water rights, and the abstract. This motion was seconded by Mr. Barrett and carried.

Mr. G. R. McConnell then appeared before the Board representing St. Matthews Cathedral with an offer to sell the University land

*State Examiners
Report*

*Budget Requests
Approved*

*Purchase Land
Adjoining Agronomy
Farm*

*Purchase St. Matthews
Cathedral Land*

adjoining the campus to the south and east. After discussion, and upon the motion of Mr. Johnson, seconded by Mr. Simpson, and carried, the following resolution was adopted:

WHEREAS The Protestant Episcopal Church of Wyoming, The Cathedral Home for Children, a corporation, and the Bishop of Wyoming have offered to sell and convey to the University of Wyoming the property hereinafter described, consisting of 49.107 acres, for the sum of \$85,000.00; now, therefore, be it

RESOLVED by the Board of Trustees of the University of Wyoming in regular session assembled this 14th day of November, 1942, that the President and Secretary of this Board be and they are hereby authorized, directed and empowered to enter into a contract by and on behalf of the University of Wyoming with The Protestant Episcopal Church of Wyoming, The Cathedral Home for Children, a corporation, and the Bishop of Wyoming for the Purchase of the real property hereinafter described for the sum of \$85,000.00, together with interest thereon at the rate of 2% per annum on the unpaid deferred balance, payable \$5,000.00 upon the execution and delivery of the contract of purchase, the deferred balance including the accumulated interest thereon payable at the rate of \$5,000.00 per annum, commencing Nov. 14, 1943 and continuing in like installments on the same day of each year thereafter until paid, with the option in the purchaser to anticipate and pay all or any number of remaining annual installments at any time. Down payment to be made upon approval by the Attorney General of Wyoming of an abstract furnished by sellers showing them to have merchantable title free and clear of all incumbrances whatsoever. The real property to be purchased being situated in the County to Albany, State of Wyoming, particularly described as follows, to-wit:

Beginning 21 chains and 7 links (1432.2 ft.) North of the Southwest corner of Section 34 at a point thence Easterly 7 chains and 65 links (504.9 ft.), thence Northerly 5 chains and 25 links (346.5 ft.), thence Westerly 7 chains and 65 links (504.9 ft.), thence Southerly 5 chains and 25 links (346.5 ft.) to the point of beginning, containing 4.02 acres, and

A tract of land in the Southwest quarter of Section 34, Township 16 North of Range 73 West of the 6th Principal Meridian, described as follows, to-wit:

Beginning at a point along the West line of the East half of the Southwest quarter of Section 34, intersecting the North

*St. Matthews
Cathedral Land*

line of the County road from Laramie to the City Springs, thence Easterly along the North line of the said County road (1334 ft.) to a point, thence Northerly on the East line of the said Southwest quarter (1,374.3 ft.) to a point, being the Northeast corner of the Southwest quarter of said Section, thence Westerly on the North line of the Southwest quarter of said Section (1330.1 ft.) to a point, thence, Southerly (1,285.7 ft.) to the point of beginning, containing 40.608 acres.

A tract of land in the Northwest Quarter of the Southwest quarter of Section 34, described as follows to-wit:

Beginning at a point 1359.9 ft. North of the South line of the Quarter Section (being the southwest corner of the east half of the southwest quarter of said section), thence Northerly 323.2 ft. on the line between the East half and the West half of the Quarter Section, to a point, thence Westerly (North 86° and 22 minutes West) 825.4 ft. to the Northeast corner of the land of St. Joseph's Hospital (being the first description herein), thence Southerly on the East line of Hospital property to the North line of the County road (323.2 ft.), thence Easterly (South 86° and 22 minutes East) 825.4 ft. to the point of beginning containing 6.122 acres.

Saving and excepting and reserving from the above described following tract of land consisting of 1.643 acres, being a tract of land described as follows:

Beginning at a point 1,265.9 feet Northerly from the Quarter corner on the South line of Section 34, thence North 86° and 7 minutes West 40 feet, thence North 0°, 9 minutes West 264.44 ft., thence North 86° and 7 minutes West 320.2 feet, thence South 30 and 53 minutes West 264 feet, thence South 86° and 7 minutes East 311.6 feet to a point 86° and 7 minutes East 40 ft. to the point of beginning, containing 1.643 acres.

And said President and Secretary are hereby authorized to do all things necessary to effectuate the provisions of this resolution.

Upon the motion of Mr. Simpson the following paragraphs were added to our policy affecting leaves of absence:

That members of the staff who make application for war service elsewhere, whether military or non-military, be required to notify the Dean and Department head at the time they make such application as a condition for any consideration of their later application for leave of absence.

*St. Matthews
Cathedral Land*

*Amendment to leaves
of Absence Policy*

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That the Board of Trustees, in renewing present leaves of absence and in granting new leaves, incorporate into its action a provision similar to that adopted by the University of Nebraska providing that any leave granted shall be "subject to such adjustment in position and salary, upon return to the University, as may be made necessary, in the judgment of the Board of Trustees, due to changes in enrollment and financial resources or other conditions which the Board cannot foresee or control."

This motion was seconded by Mrs. Cope, and carried.

Upon the motion of Mr. Simpson the leave of absence of George F. Gerling, Associate Professor of English, now on duty with the press section of the office of the Coordinator of Inter-American Affairs, is extended to Dec. 31, 1942. This motion was seconded by Mrs. Cope, and carried.

Upon the motion of Mr. Simpson, seconded by Mrs. Cope, and carried, the following military leaves of absence were extended:

John A. Gorman, Assistant Professor of Animal Production, from August 31, 1942 to August 31, 1943, in order to continue military service as First Lieutenant, QMC, Personnel Officer.

Harold W. Kane, Instructor in Woodwind Instruments, from August 31, 1942 to August 31, 1943, in order to continue military service as Staff Sergeant, M.R.T.C. Band.

Paul Karl, Instructor in Modern Languages, from August 31, 1942 to August 31, 1943 to accept active service with the U. S. Naval Reserve.

Glenn Parker, Lecturer in Law, from August 31, 1942 to August 31, 1943, in order to continue as Specialist in the National Headquarters of the Selective Service System.

It was then moved by Mr. Simpson, seconded by Mr. Facinelli, and carried that the following leaves of absence be granted:

Adolphe J. Dickman, Professor of Modern and Classical Languages, Nov. 7, 1942 to Aug. 31, 1943, to accept active service with the armed forces of the United States; and further that the total compensation to be paid Dr. Dickman, under his present contract, shall be \$672.00, which amount is proportionate to the service rendered.

*Amendment, Leaves**Leaves Extended**Gerling**Gorman**Kane**Karl**Parker**Leaves Granted**Dickman*

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George W. Boyd, Extension Agronomist, October 16, 1942 to June 30, 1943, to re-enter military service (following military leave from Dec. 15, 1940 to Dec. 1, 1941), and further that Mr. Boyd receive full salary for the month of October, 1942.

Boyd

Edward J. Talbot, Assistant Professor of Agricultural Economics, December 1, 1942 to June 30, 1943, to accept a war service appointment in the Foreign Purchases Division of the Commodity Credit Corporation. Although Mr. Talbot has already gone to Washington, Dean Hill states that he is entitled to full salary for the month of November as earned vacation pay.

Talbot

Alvin E. Tuohino, Instructor in Commerce, Nov. 14, 1942 to Aug. 31, 1943, to accept a commission in the Navy; and further that Mr. Tuohino be paid a total of \$440.00 under his present contract, which amount is proportionate to the service rendered.

Tuohino

John F. Cykler, Instructor in Agricultural Engineering, Oct. 3, 1942 to Aug. 31, 1943, to become an Ensign in the Navy; and further that he should receive full salary through Oct. 14, 1942.

Cy Mier

Upon the motion of Mr. Simpson, seconded by Mr. Sill and .
carried, the following appointments were made:

Appointments

Mrs. A. J. Dickman, Supply Instructor in Modern Languages, at a salary rate of \$1,800 per year, effective Nov. 6, 1942, and continuing for the balance of this autumn quarter. Mrs. Dickman will carry the courses formerly taught by her husband.

Dickman

Pursuant to the recommendation of Dr. Dickman and Dean Miller, Dr. Carle H. Malone will serve as Acting Chairman of the Department of Modern and Classical Languages.

Malone

Upon the motion of Mr. Facinelli, the salary of Leo Arnoldi, Instructor in Science in the University High School, is increased from \$1,800 per annum to \$1,920 per annum, effective Nov. 1, 1942.

*Salary Raise**Arnoldi**\$1800 to 1920*

Upon the motion of Mrs. Cope, and effective March 1, 1943, the title of Mrs. Elizabeth Steinert, Supply in the Library, is changed

*Title Change**Steinert*

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to Library Assistant in Charge of Periodicals and Mrs. Steinert's salary is changed, also effective March 1, 1943, from \$100 per month to \$125 per month. This motion was seconded by Mr. Facinelli, and carried.

Upon the motion of Mr. Barrett, seconded by Mr. Facinelli, and carried, the position of Dean of Students is hereby abolished.

Upon the motion of Mr. Barrett, seconded by Mr. Facinelli, and carried, the recommendation of President Morrill in regard to the Alumni office is approved as follows:

A compromise arrangement which would keep the Alumni Office open, keep the clerk-stenographer at work on the seriously needed correction of the alumni and former student addresses and in the compilation of data on War Service of the Alumni, and continuing a reduced program of alumni promotion through the part time services of some faculty member, preferably a Wyoming alumnus, who could arrange such meetings as may be possible in these times, edit a monthly news letter to be circulated to the alumni, and solicit vigorously by mail for Alumni Association membership, etc.

Upon the motion of Mr. Simpson, the present Board of Trustees sub-committee for Athletic control is abolished. This motion was seconded by Mr. Barrett and carried.

Mr. Simpson then moved approval of the proposal of President Morrill for Athletic control, as follows:

In the constructive promotion control and management of Intercollegiate Athletics in the University of Wyoming, the following agencies are concerned:

- I. The Board of Trustees
- II. The President of the University
- III. The Board of Athletic Control
- IV. The Department of Athletics
- V. The Student Senate
- VI. The Alumni, by reason of continuing interest and loyalty
- VII. The Mountain States Intercollegiate Athletic Conference and its Representative

*Salary Increase**Steinert \$100 to \$125**Abolished - Office
of Dean of Students**Alumni Office
Recommendation**Abolished - Board of
Trustees Sub-committee
for Athletic Control**Athletic Control*

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The administrative authority and the functional assignments of each of the above named agencies are as follows:

I. The Board of Trustees

- A. Under the constitutional and statutory authority established by the state of Wyoming, the Board of Trustees has seen fit to sponsor and encourage a program of intercollegiate athletics in the University, thereby maintaining intercollegiate athletics on a basis comparable to other University services, subject to ultimate legal Trustee control.
- B. The Board of Trustees shall appoint two Trustee members of the Board of Athletic Control, as hereinafter provided.

II. The President of the University

- A. As chief executive officer of the University, the President shall be consulted on all matters of general policy relative to the conduct of athletics.
- B. In accord with established administrative practice, the President shall coordinate any and all relationships between the University Board of Trustees, the Board of Athletic Control, and the Department of Athletics.
- C. The President shall serve as an ex-officio member of the Board of Athletic Control without vote.

III. The Board of Athletic Control

- A. The Board of Athletic Control shall consist of five Faculty members who shall be appointed by the President of the University; of two members of the Board of Trustees to be chosen annually in June by the Board; of one representative alumnus to be chosen annually in June by such procedure as the alumni association may determine; and by one member of the student body, to be chosen by such procedure as the A.S.U.W. may determine. All members shall be elected for terms of one calendar year, assuming office on July first next after the date of their election. Members may be elected to succeed themselves.

*Athletic Control**Board of Trustees**President**Board of
Athletic Control*

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- B. The Board of Athletic Control shall serve as the responsible agency of the University in the control and management of intercollegiate Athletics.
- C. The power of appointment of the Director of Athletics, the Manager of Athletics, all Coaches, and other staff members in the department, shall be vested in the Board of Athletic Control, subject to the usual approval of the President and Board of Trustees.
- D. The Board of Athletic Control shall supervise and approve the financial planning, recommendations for budget and expenditure of all funds of the Department of Athletics. The custody of all funds, the duty of accounting and auditing shall be the function of the University Business Office.
- E. The Board of Athletic Control shall rely upon the recommendation and judgment of the Director of Athletics as its chief administrative officer.
- F. The Board of Athletic Control shall serve as an advisory agency in matters of eligibility of all students engaging in intercollegiate athletic competition. This includes both Conference and other intercollegiate contests.
1. The Board of Athletic Control shall designate a sub-committee of three faculty members as a Committee on Eligibility. The M.S.I.A.C. representative shall serve as one member of this committee. This committee shall have final authority within this institution to interpret all eligibility rules both University and Conference.
- G. The Board of Athletic Control shall review and shall have authority to approve or reject all athletic schedules, including pre-season, post-season, and tournament competition.
- H. The Board of Athletic Control shall elect officers annually. Elections shall be held each year on July 1 or as soon thereafter as practical. Officers shall include a Chairman, a Vice-Chairman, and a Secretary.

*Board of Athletic
Control*

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- I. The Board of Athletic Control shall make an annual report to the Board of Trustees, the President, and the Faculty of the University.

*Board of Athletic
Control*

IV. The Department of Athletics

- A. The Department of Athletics shall consist of the Director of Athletics, the Manager of Athletics, coaches, assistant coaches, and other staff members. It is presumed that, for the present, the positions of Director of Athletics and Manager of Athletics will be combined and that both positions will be held by the same individual.

*Department
of Athletics*

Athletics in this document shall be a term to designate:

1. Intercollegiate sports, Conference and non-Conference alike, and
2. Contests with non-collegiate opponents.

The term does not include intramural sports. The latter shall be defined as limited to contests on the campus between campus organizations other than teams representing the University in intercollegiate or non-collegiate contests, the control and management of which latter shall be the responsibility of the Departments of Physical Education for Men and for Women.

- B. The Director of Athletics shall be the administrative head of the department, responsible to the Board of Athletic Control. The Director of Athletics shall serve as an ex-officio member of the Board of Athletics Control without vote. The specific assignments of the Director of Athletics are:

1. To prepare and submit to the Board of Athletic Control the annual department budget of anticipated expenses and income, together with recommendations for the appointment of department personnel.
2. To represent the University in the scheduling of any and all athletic contests and to be responsible for

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any commitments in connection therewith, the same subject to the final approval of the Board of Athletic Control.

*Athletic Control
Department
of Athletics*

3. a. Such Director shall be responsible for filing with the Conference Representative, not later than ten days before the first athletic contest, the following information:
 - (1) Full name of player
 - (2) Previous participation in athletics (sport and year)
 - (3) Means of support (work engaged in, amount earned per hour, name of employer) of each player
 - (4) Athlete's statement as required in the Mountain States Intercollegiate Athletic Conference rule No. 36.
- b. In the case of additional certification of players subsequent to the filing of the above list, he shall see to it that the above-named information is supplied to the Conference Representative at least ten days before the player is to participate.
- c. He shall submit in writing to the Conference Representative any question of interpretation of the Conference rules relative to the eligibility of any athletes.
- d. He shall represent the University in the Association of Athletic Directors of the Mountain State Intercollegiate Athletic Conference.
- e. He shall cooperate with the Conference Representative on matters relative to Conference relationships.
- f. He shall recommend in writing to the Student Senate awards in all sports, giving the name and participation of all candidates.

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- C. The Manager of Athletics shall be the business agent of the Department under the supervision and direction of the Director of Athletics.
1. He shall be bonded in such sum as the Comptroller of the University may prescribe.
 2. He shall represent the University in the Association of Managers of the Mountain States Intercollegiate Athletic Conference.
 3. He shall attend to all details relative to the staging of local athletic contests.
- D. The Department of Athletics shall make an annual report, including a financial audit, to the Board of Athletic Control.

*Athletic Control**Department of
Athletics*

V. Student Senate

- A. The Student Senate in contributing each year toward the support of athletics should be guided as to the amount to be contributed by consultation with the Board of Athletic Control.
- B. The Student Senate shall make all athletic awards.
- C. The Student Senate shall choose one member of the Board of Athletic Control as hereinbefore provided.

Student Senate

VI. The Alumni

- A. The Alumni, through the Wyoming Alumni Association, comprised of graduates and former students who evince their continuing interest in the University and their desire to support and participate in its program of service by the payment of dues and otherwise, shall choose one member of the Board of Athletic Control, as hereinbefore provided.

Alumni

VII. Conference Representative

- A. The Conference Representative shall be appointed by the President of the University from the Faculty personnel of the Board of Athletic Control.

*Conference
Representative*

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- B. The Conference Representative shall represent the University at all Conference meetings, and shall keep the various governing bodies appraised of changes or additions to Conference rules.
- C. The Conference Representative shall certify all athletes and shall transmit the certified lists in accordance with the Mountain States Intercollegiate Athletic Conference rule No. 37.
- D. He shall interpret the rules of the Mountain States Intercollegiate Athletic Conference upon written request from the Director of Athletics, submitting his interpretations in writing upon request of the Department of Athletics. He shall submit a report of all interpretations to the Board of Athletic Control.
- E. He shall serve as the administrative agent of the University in institutional relationships with the Mountain States Intercollegiate Athletic Conference.
- F. Application of the rules of the M.S.I.A.C. to the conduct of intercollegiate athletics in the University of Wyoming shall be interpreted under his authority. In the case of question his judgment shall be subject to the decision of the Board of Athletic Control sub-committee on Eligibility.
- G. He shall cooperate with the Director of Athletics in the matter of Conference relationships.

This motion was seconded by Mr. Barrett and carried.

Upon the motion of Mr. Simpson the title of F. Elton Davis, Manager of Athletics, is changed to Director and Manager of Athletics. This motion was seconded by Mr. Barrett and carried.

Mr. Barrett then moved that Mr. Simpson and Mr. Johnson be the Board of Trustee members of the Board of Athletic Control.

This motion was seconded by Mr. Sill and carried.

*Athletic Control
Conference
Representative*

*Title Change - Davis
Director and Manager
of Athletics*

*Johnson - Simpson
Board Member on
Board of Athletic Control*

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The present regulations covering the use of high school honor scholarships make the following provision:

After the original selections have been certified to the University by the proper High School officials, no substitutes or alterations are accepted.

It was moved, seconded, and carried that

"in the event the High School graduate to whom a University of Wyoming High School Honor Scholarship has been awarded, under the rules and regulation of the Board of Trustees, decides not to attend the University, one substitute recommendation may be made by the appropriate high school officials and faculty and, in case the substitute nominee is fully approved by the University of Wyoming Board of Deans and Registrar, the President be given authority to transfer to the substitute nominee the award of such scholarship."

Upon the motion of Mr. Sill, seconded by Mr. Barrett, and carried, it was voted that

"in addition to present High School Honor Scholarships, County Commissioners' Scholarships, Music Student, Graduate Student, and Foreign Student Scholarships hitherto authorized by the Board, there now be created and awarded annually, upon recommendation of the President, such number of scholarships, equivalent to the regular High School Honor Scholarships, as the President may determine--these scholarships to be awarded to qualified wards of the State Board of Charities and Reform or wards of State custodial institutions upon application of the proper authorities of the Board of such institutions for such awards."

At the 1941 session of the legislature, the Trustees were required to file a report with the Governor not less than thirty days prior to the 1941 fall quarter and to the twenty-seventh Wyoming State legislature at the beginning of the session "relating to tuition fees paid to the University for pupils in elementary and high school at the College of Education." The report to the Governor has been made.

*Scholarships**Substitute
Nominees**Awarded to Wards
of State Institutions**College of Education
tuition fees
Report*

Upon the motion of Mr. Simpson, seconded by Mr. Sill, and carried, the following report to the legislature was approved, and the president of the Board was authorized to sign.

To: The President of the Senate, The Speaker of the House of Representatives and Members of the 27th Legislature of the State of Wyoming

Gentlemen:

The Board of Trustees of the University of Wyoming is hereby reporting to the 27th Legislature in accordance with House Joint Resolution No. 7, Session Laws of Wyoming, 1941, requiring a detailed report to the Governor and the Legislature on tuition fees of pupils in the University Elementary and High School Laboratory School of the College of Education.

A previous report was rendered to Governor Nels H. Smith thirty days prior to the opening of the fall quarter of 1941 as specified in said Joint Resolution.

The laboratory school of the College of Education was established to provide practice in the art of teaching for candidates who wish to secure certificates as teachers in the schools of the state. It was also established to provide an experimental laboratory in the development of better methods of teaching for the state and at the same time provide a high quality of education for the pupils.

Candidates for the teaching profession practice the art of teaching with the children in the laboratory school under the direction of a master teacher in charge of a grade or a subject. The school constitutes a laboratory in education similar to laboratories in science, agriculture, engineering, and commerce, only in this case children instead of physical materials or animals are the subjects.

The practice training in teaching corresponds to internship in the medical profession. This practice teaching is required for all certificates issued by the State Department of Education of Wyoming. Such practice teaching is a standard requirement in all states.

Without a laboratory school the College of Education would not be up to standard with accrediting agencies and therefore teacher training given in Wyoming would be inferior to that offered in other states, especially Colorado, Nebraska, Montana, South Dakota, and Utah. Thus Wyoming High School graduates who

Tuition Fees Report

wish to become teachers might be forced to go outside the state to get standard training. School Boards in Wyoming might not wish to hire teachers that have not had such practice teaching in a good laboratory school.

The supervising or master teachers in the laboratory school not only have charge of each grade or subject, but also teach the methods courses required for certification. This plan represents an economy.

From eight to nine quarter hours of practice are required for a normal diploma or a bachelor's degree in the college. In the fall quarter, 1941, when pre-war conditions existed, there were 54 candidates in the elementary grades and 48 candidates enrolled in the high school grades. This enrollment is repeated two or three times each year making a possible total of 306 quarters of student teaching per year.

The laboratory school is divided into an elementary division of six grades and a high school of six grades to conform to the prevailing practice in the state.

In 1941 there were 142 pupils enrolled in the elementary division, 126 of whom lived in Laramie. There were 113 pupils enrolled in the high school, 47 of whom lived in Laramie and 66 lived elsewhere in the state. At present there are slightly fewer students in the high school. In order to give practice in all fields, the laboratory school should have at least 185 pupils in the elementary grades and 225 in the high school which are the median enrollments of laboratory schools in other state universities in the country.

The percentage of local enrollment in practice schools for the country is 95% for elementary pupils and 70% for high school. The university practice school conforms to the elementary average, but has only 41% of local enrollment in the high school level.

The fees charged in the elementary level range from \$4.50 per year to \$9.00. In the high school the fees range from \$21.50 to \$33.50 per year depending upon the subjects taken. In the basic fee charged high school pupils are included incidental fee \$9.00, book fee \$2.00, gymnasium fee \$4.50, and activities fee of \$3.00. Laboratory fees are added for agriculture, typing, and science from \$1.00 to \$6.00 depending upon the subject. In the high school these fees are often more than those charged by the school board of Laramie for students from without the district.

A survey was made by the Dean of the College of Education of the practice in state universities and teacher's colleges throughout the country as to tuition charged pupils attending their

Tuition fees Report

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laboratory schools. Of the 32 state universities reporting, $\frac{1}{4}$ did not charge any fees on the elementary level and $\frac{1}{3}$ did not charge any fees on the high school level. The average fee charged on the elementary level by those setting a fee was \$20.00 per year. On the high school level it was \$25.00 per year. In 28 state teacher's colleges one-half of the laboratory schools did not charge any fee, and one-tenth did not charge any fee on the high school level. The average fee charged in those schools having a fee was \$3.00 per year on the elementary level and \$5.00 per year on the high school level. Such states as California, Indiana, Ohio, Oregon, Nevada, and South Dakota do not charge fees for laboratory schools pupils. The conclusion of this survey of practice in the United States is that the University is not out of line with practice and, if anything, a little above average.

It was also found in the survey that in many cases the universities and teacher's colleges supplemented their laboratory schools by using the public schools in the vicinity as additional training centers. This was due to lack of adequate facilities in the university-operated laboratory school. Facilities are similarly inadequate at the University of Wyoming. The high school enrollment this year is too small in many instances to provide a real practice situation. Also some areas such as commerce are not provided for by having a master teacher or equipment necessitating the use of Liberal Arts teachers and equipment. The average enrollment throughout the United States is 185 pupils in the elementary laboratory school and 225 in the secondary laboratory school. The corresponding enrollment at present in the laboratory school is 117 in the elementary division and 101 in the high school.

Since the Laramie school District has reduced its tuition from what it costs to \$25.00 for high school pupils, and since it has also recently built a new modern high school building with excellent facilities throughout, it is not only difficult to secure Laramie students but it is also difficult to secure pupils from other districts in Albany County which has been the natural recruiting ground of the university high school.

Should the fees be raised, it might therefore still further affect the usefulness of the College of Education in training teachers. Teacher training is one of the major lines of vocational training in the university as about one-third of its graduates enter the schools of the state as teachers. However, the University is training only one-third enough teachers to supply the demand in normal times. The situation at present would argue for no tuition charge whatever so that the university laboratory school might increase its size and facilities to compare at least with the best elementary and high schools in the state.

Tuition fees Report

In normal times such as 1940 the enrollment of the College of Education was 457 students in training and 125 graduating from the two-year course or the four-year degree course. The enrollment of the College of Education grew 778% from 1920 to 1940, but it is still insufficient to supply the need for teachers. To assure enough graduates for the positions available in the state, the University should have 800 to 1,000 students in training for teaching positions. To secure this increase better training facilities should be provided and one of these is a larger and better housed laboratory school. Any measure taken to curtail our present inadequate provisions should result in harm to the interests of the State of Wyoming.

Respectfully submitted,

Board of Trustees,
University of Wyoming

(Signed) Ralph S. Linn,
President

Upon the motion of Mr. Simpson, seconded by Mr. Sill, and carried, the following recommendations of President Morrill with regard to engineering curricula are approved:

(1) The Engineering College be reorganized on the basis of four quarters of 12 weeks each per calendar year.

(2) Engineering Faculty, together with a sufficient number of the Faculty from the Departments of Chemistry, English, Mathematics, and Physics, be placed on a twelve months contract basis to carry out instruction under the proposed reorganization.

(3) Condensed and accelerated programs in Engineering, Chemistry, and Physics are to be prepared, subject to the approval of the Curriculum Committee.

(4) Degrees are to be granted in Civil, Electrical, Mechanical, and General Engineering, as in the past. In addition, authorization is requested for the granting of a degree in Aeronautical Engineering. Authority is also requested for the granting of diplomas upon completion of the equivalent of two years' work in Engineering, Chemistry, and physics.

(5) Authorization is requested to grant a certificate, indicating the nature of the work completed at the end of any period when a student is required to withdraw from the University.

Tuition fees Report

*Engineering
Curricula*

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(6) Authorization is requested, subject to approval of the University Faculty, to enroll in the University High School students who have reached their Senior year in High School and are qualified, by reason of standing in the upper brackets of their class and by successful passing of necessary aptitude tests, although they may not be able to submit more than 12 units of High School credits at the time of registration.

The condensed and accelerated course, as now developed, contemplates the completion of approximately 195 credit hours of work in 10 quarters, or $2\frac{1}{2}$ calendar years for a Bachelor of Science Degree and 5 quarters, or 15 months, for a diploma.

President Morrill then recommended adoption of the following rule and regulation formulated by the President and cabinet:

Refund of Fees for Students Who Withdraw During A
Quarter Under Call* to Enter the Armed Forces

If a student withdraws from the University under call* to enter the armed forces of the United States, the University will retain only that proportion of his refundable fees which the number of credit hours he receives for the quarter bears to the number of credit hours in which he is enrolled. To take advantage of this special refund arrangement, the student must

1. Remain in school until at least within one week of the date on which he is to enter the service,
2. Withdraw officially from the University

*Including enlistment if his induction under Selective Service is imminent.

Upon the motion of Mr. Johnson, seconded by Mr. Facinelli, and carried, the recommendation was approved.

Mr. Simpson moved that the recommendation of President Morrill creating the State Farms Planning and Operating Committee be approved, and that the State Farm budget for the coming biennium be given to this committee for their review and recommendations. The Planning Committee will then hand it to the Executive committee

*Engineering
Curricula*

*Refund of Fees
to Students Called
to Armed Forces*

*State Farms Planning
and Operating
Committee Created*

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of the Board of Trustees for further review. Permission will be requested to withhold filing with state officials until a later date. This motion was seconded by Mr. Sill and carried.

Upon the motion of Mr. Simpson, the recommendation of President Morrill for an appropriation of \$150 as the University contribution to the W.P.A. Nursery School is approved. It is understood that the University cannot now make any positive commitment for continuing this assistance beyond the one year. This motion was seconded by Mr. Facinelli, and carried.

Upon the motion of Mr. Simpson, President Morrill was authorized to write a letter to Mr. Mark A. Chapman of Cheyenne expressing the thanks of the University for his gifts of historical materials. This motion was seconded by Mr. Johnson, and carried.

Mr. Simpson then moved adoption of the following resolution, written by President Morrill pursuant to his negotiations with the Wyoming Stockgrowers Association. The motion was seconded by Mr. Sill, and carried.

WHEREAS, by official action of the Wyoming Stock Growers Association, upon recommendation of the Historical Committee and upon vote of the membership in convention at Gillette in June, 1942 it was decided that the historical records of said Association be eventually turned over to the University of Wyoming, on condition that the University authorize preservation of the records as a unit and that the University provide appropriate special space for the display and custody of such records, and

WHEREAS, these records of the Stock Growers Association are indissolubly linked with the history of the Territory and the State of Wyoming itself and are of incalculable historic value for research, study, and information to the Nation itself, and

*Appropriation \$150**Resolution Chapman**Resolution to Wyoming
Stockgrowers Ass'n.*

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WHEREAS, the careful compilation, custody, cataloging, and preservation of these priceless records have been the constant concern of Mr. Russell Thorp, Secretary and Chief Treasurer of said Association, to whose diligence not only the Association but the State and the Nation are thereby indebted,

BE IT THEREFORE RESOLVED That the University of Wyoming, through its Board of Trustees, express to the Wyoming Stock Growers Association, its Historical Committee, its officers and membership, the grateful appreciation of the University for generous and farsighted action in pledging eventual custody of the Association's records to the University for the uses of scholarship and research and for the information and pride of all citizens of Wyoming,

BE IT FURTHER RESOLVED That the University of Wyoming gladly accepts as a condition of such gift, the commitment to preserve these records as a unit and to provide appropriate space for their display, custody, and study when delivered to the University by said Association.

It was moved by Mr. Barrett, seconded by Mr. Simpson, and carried that the salary of the Secretary-Comptroller be increased to \$5,000.00 per year effective Nov. 1, 1942.

During the absence of President Morrill from the room, President Linn mentioned the statutory limitation governing the amount of salary that may be paid by the Board to the President of the University. After discussion, Mr. Simpson moved that it is the concerted judgment of this Board that that part of Chapter 70, session laws of 1933 which states, "provided, however, that the salary of the President of the University of Wyoming shall not exceed the sum of \$8,000.00 per annum" should be repealed.

The Secretary is requested to ask the help of certain members of the Alumni association on this matter, and the various Trustees agreed to contact members of the legislature in an effort to secure this legislation.

*Resolution
Stock growers*

*Salary Increase
Comptroller to \$5000*

*Discussion, Statutory
Limitations, Salary
of President*

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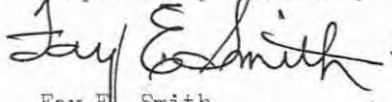
This motion was seconded by Mr. Facinelli and carried.

Mr. Facinelli then moved adoption of the following resolution
seconded by Mr. Johnson, and carried.

Be it resolved that the University Board of Trustees hereby express and convey to the Trustees of St. Matthews Cathedral our sincere appreciation for their high degree of civic mindedness and foresight for the citizenry of Wyoming and this University, in their altruistic attitude and cooperative and interested spirit in dealing with this Board in the sale of lands and improvements owned by them adjoining our campus on the south and east.

The Board adjourned at 12:30 p.m. Saturday, November 14.

Respectfully submitted,



Fay E. Smith
Secretary

*Resolution-St.
Matthews Cathedral*

Adjournment