

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

January 10, 1944

**For the confidential information
of the Board of Trustee**

The Trustees of the University of Wyoming met at 10:00 a.m., Monday, January 10, 1944. Those present were Governor Hunt, Miss Anderson, Mr. McCracken, Dr. Cunningham, Mr. Sill, Mr. Keeney, Mr. Burwell and Dr. Morrill. Vice President McCracken presided in the absence of President Simpson.

The reading of minutes was the first order of business. It was moved by Dr. Cunningham, seconded by Mr. Burwell and carried that the minutes of the October meeting be approved. Mr. Keeney moved that the minutes of the Executive Committee for November 9 and December 6 be approved. Seconded by Mr. Burwell and carried.

Dr. Cunningham moved that the President of the University be authorized, in conference with the Governor and the State Historian, to investigate the possibility of cooperation with the State of Wyoming in securing the publication of the projected Wyoming "Blue Book", and that for this purpose the sum of not to exceed \$5000 be appropriated for expenditure under such conditions as the Attorney General of Wyoming may approve.

President Morrill then explained the revision of catalog material and the organizational pattern of the University which has been going on for some time and recommended approval of the transfer to the College of Education of adult education including off campus extension classes, correspondence study and film library. Upon the motion of Mr. Burwell, seconded by Mr. Keeney and carried, these transfers were approved.

Mr. Keeney moved approval of the following catalog statement. This motion was seconded by Mr. Sill and carried:

Roll Call

Minutes Approved

Wyoming Blue Book

Catalog Revision

Catalog Statement Approved

Catalog Statement

THE UNIVERSITY OF WYOMING

The University of Wyoming is a part of the free public educational system of the state. In accordance with the laws of the State it completes the general education begun in the primary schools and carried forward through the grammar schools and high schools in the communities throughout Wyoming. The University organizational plan is as follows:

THE COLLEGE OF AGRICULTURE

Resident instruction in the departments of Agronomy and Agricultural Economics, Animal Production, Veterinary Science and Bacteriology, and Wool Technology.

The division of Home Economics.

The Agricultural Experiment Station, conducting research with crops, livestock, nutrition, insect control, plant and animal diseases, and animal products at the central station and four sub-stations.

The Agricultural Extension Service, teaching agriculture and home economics throughout the state with the aid of specialists and county agents.

THE COLLEGE OF EDUCATION

Resident instruction in the departments of Art, Elementary Education, Health and Physical Education for Men and for Women, Secondary Education, Educational Administration, and Adult Education, including off-campus extension classes, correspondence study and film library.

The University Elementary School

The University High School

THE COLLEGE OF ENGINEERING

Resident instruction in the departments of Civil, Electrical and Mechanical Engineering, and Mechanical Drawing, and in the General Engineering curriculum.

Off-campus instruction in Engineering Science and Management War Training.

THE COLLEGE OF LAW

Resident instruction in the Pre-legal and Professional Curricula.

THE COLLEGE OF LIBERAL ARTS

The Division of Commerce, with resident instruction in Accounting, Business Administration, Secretarial Training and Statistics.

Resident instruction in the departments of Botany and Forestry, Chemistry, Economics and Sociology, English, Geology and Minerology, History, Mathematics, Modern and Classical Languages, Physics, Political Science, Psychology and Philosophy, and Zoology, and in the Pre-Medical, Journalism and Pre-Legal Curricula.

The Division of Music

GRADUATE STUDY

Advanced work leading to the Master of Science, Master of Arts, Doctor of Education, Doctor of Philosophy and the Professional Engineering degrees.

INTERCOLLEGIATE ATHLETICS

NATURAL RESOURCES RESEARCH INSTITUTE

THE RESERVE OFFICER TRAINING CORPS

Infantry Unit, Basic and Advanced courses.

It is further proposed to regularize certain staff titles by designating the persons in charge of divisions as "chairmen;" those in charge of departments as "heads;" those in charge of alumni service, agricultural experiment station, agricultural extension, agricultural experiment sub-stations, natural resources research institute, news service, intercollegiate athletics, student health service, the Wyoming Union as "directors;" those in charge of dormitories and other similar campus units as "managers."

It was then moved by Mr. Sill that a special committee of faculty and Board members be formed to constitute an Honorary Degree Committee, with faculty members chosen by and from the President's

*Honorary Degree
Committee*

Advisory Committee and Deans, with an equal number of trustees and faculty, not to exceed three each. Regulations on nominations and criteria would remain as at present. This motion was seconded by Mr. Burwell and carried.

The following Trustees were appointed to be members of this committee: President Simpson, Mr. McCracken and Mr. Johnson.

Mr. Sill then moved that in accordance with the recommendation of the Board of Athletic Control, dated December 6, 1943, that leave of absence without pay for the duration be granted F. Elton Davis, Director of Athletics; with the further provision that this leave of absence carry the same privilege as was granted to Coach Everett Shelton, i.e. the privilege of returning to the service of the University prior to the end of the war if desired either by the University or by Mr. Davis. This motion was seconded by Mr. Burwell and carried.

Dr. Cunningham moved termination of leave of absence for Dr. L. Floyd Clarke, Associate Professor of Zoology and Chairman of the Department of Zoology, effective at the beginning of the winter quarter and that he be restored to his regular status and salary on the University staff as of that date in order to resume his Chairmanship and teaching in the department of Zoology with an additional assignment to Chemistry teaching during the winter quarter in the Army Specialized Training Program. This motion was seconded by Mr. Keeney and carried.

Dr. Clarke has been a commissioned officer in the U. S. Army Air Forces as Aviation Physiologist in Aviation Medicine. On December 19, 1943 Dr. Clarke was placed upon inactive status as the result of physical injuries received in sub-atmospheric pressure research experiments.

*Trustees Appointed
to Honorary Degree
Committee
Leave of Absence
Davis*

*Dr. Clarke's Leave
Terminated*

Upon the motion of Mr. Keeney an appropriation of \$3000 is made from profits of the Naval Air School for the purchase of equipment for the teaching of industrial electronics in the department of Electrical Engineering. This motion was seconded by Mr. Burwell and carried.

*Appropriation for
Elec. Engr. Dept.
\$3000*

Upon the motion of Dr. Cunningham, seconded by Mr. Keeney and carried, a budget for the Summer School for 1944 was approved for a total of \$37,831.79.

*Summer School
Budget Approved*

Mr. Burwell then moved that, for the Summer of 1944 only, tuition scholarships for the Summer Quarter or either term thereof, not to exceed 40 in number, be granted upon joint recommendation of the Director of the Summer Session and the Director of the Division of Music to students at either the graduate or undergraduate level adjudged competent to become members of a summer session band and orchestra. This motion was seconded by Mr. Sill and carried.

The Board then considered the recommendation of the Executive Committee December 6 that a long term lease be accepted covering the land of the proposed experiment station at Powell. After discussion Mr. Burwell moved that first every effort should be made to have this land deeded to the University. In the event that it is impossible to secure a deed to the tract then a long term lease would be accepted. This motion was seconded by Dr. Cunningham and carried.

*Proposed Experiment
Station at Powell*

The Trustees then studied the report on University fire insurance made by Mr. Murray. After discussion Mr. Burwell moved that the insurance plan as outlined in the Comptroller's report be adopted. This motion was seconded by Mr. Keeney and carried.

*Insurance Plan
Adopted*

Dr. Cunningham then moved that University fire insurance should be placed with agents who reside in the town in which the property is located, and further that in an effort to keep affairs of the University on a non-political basis it is the policy of this Board that insurance business be divided equally between agents who are members of both the major political parties. This motion was seconded by Mr. Sill and carried.

Mr. Sill then moved that not to exceed \$6500 be appropriated from the surplus of the Air School for the construction of an addition to the Engineering Shops. This motion was seconded by Mr. Burwell and carried.

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The Board then adopted the following:

PRINCIPLES TO GOVERN THE QUESTION
OF A BRANCH SUMMER SESSION 1944
of the
UNIVERSITY OF WYOMING

1. We believe the shortage of rural teachers in Wyoming warrants the operation of a branch summer session in the N. E. section of the state as a war emergency measure.

2. We believe that the session should be held as close to the center of the most numerous rural schools as possible.

Note: The number of rural schools in the five N. E. counties are as follows: Crook 81, Campbell 79, Sheridan 42, Weston 31, and Johnson 23.

3. We believe that the principle of rotation should govern the location of the branch session, unless other counties than Crook are not interested in having a branch session.

4. We believe that the fees paid by students together with local assistance should finance a one term school, from August 7 to September 2.

5. We believe school boards and county superintendents should set the opening dates of schools after close of the branch session.

Insurance Distribution

*Appropriation -
Engr. Shops*

*Principles of Branch
Summer Session
Adopted*

- 6. We believe all things being equal, consideration should be given to transportation, housing and boarding facilities as well as school facilities in locating the session.
- 7. We believe the standards of faculty and classwork should be of the same quality as those maintained on the campus.
- 8. We believe course offerings should be such as to meet the needs of rural teachers during the war emergency with as wide a range as possible including suitable changes from last year.
- 9. We believe the school should be based upon an enrollment of at least 100 students in order to provide a staff of five faculty members.
- 10. We believe the county superintendents should be canvassed upon the basis of these principles in deciding the location.

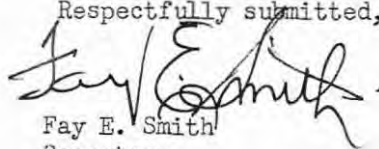
College of Education Committee
 Ernest Hilton
 Benjamin Gronewold
 O. C. Schwiering, Chairman

Chairman Keeney of the Committee on Physical Plant and Equipment then submitted a report to the Board of the proposed new building program.

The Board fixed the date of February 12 for the next meeting of the Committee on Physical Plant and Equipment and also for a meeting of the Executive Committee.

The dates of April 28 and 29 were selected for the next meeting of the Board.

The Board adjourned at 12:00 a.m., Tuesday, January 11, 1944.

Respectfully submitted,

 Fay E. Smith
 Secretary

Physical Plant & Equip. Report

Feb. 12 Exec. Com. & P.P. & E. Com.

April 28, 29 Board

Adjournment