

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

March 2-3, 1947

For the confidential information
of the Board of Trustee

The meeting of the Board of Trustees of the University of Wyoming was called to order at 10:00 A.M., Sunday, March 2. The following members were present: Mr. McCracken, Mr. Burwell, Dr. Cunningham, Mr. Sullivan, Mr. Watenpaugh, Mr. Hansen, Mr. DelMonte, Governor Hunt, and Dr. Humphrey. In the absence of President Simpson Vice President McCracken presided.

Upon the motion of Mr. Sullivan, seconded by Mr. Burwell and carried, the minutes of the meeting held January 10 and 11 were approved.

President Humphrey announced that a meeting of the Trustee-Faculty Committee on honorary degrees was called for the afternoon and that Mr. Simpson had appointed Mr. Hansen to substitute for him at the meeting and had appointed Mr. Burwell to take the place of Mr. Johnson upon the committee.

Upon the motion of Dr. Cunningham, seconded by Mr. Sullivan and carried the following appointments were approved:

1. That there be authorized, effective March 1, 1947, (or as soon thereafter as he can report for duty) the appointment of Mr. Raymond E. Novotny as Assistant County Agent in Fremont County at a salary rate of \$2,700 per year, including expenses which will be paid from Bankhead-Flannagan funds until June 30.
2. That there be authorized, effective March 1, 1947, the appointment of Mr. John Lowry as County Agent in Washakie County, at a salary rate of \$3,300 per year.
3. That there be authorized, effective January 20, 1947, the appointment of Mr. Don H. Tippetts as Assistant County Agent in Sheridan County under Bankhead-Flannagan funds, at a salary of \$3,000 per year.

Roll Call

Minutes Approved

HONORARY Degree
Committee
BURWELL to RE-
PLACE JOHNSON

Appointments

Raymond E. Novotny

John Lowry

Don H. Tippetts

4. That there be authorized, effective March 15, 1947, the appointment of Mr. George E. Cooke as Assistant County Agent in Carbon County at a salary rate of \$2,700 per year, including expenses which will be paid from Bank-head-Flannagan funds until June 30.
5. That there be authorized, effective September 1, 1947, the appointment of Dr. Hugh B. McFadden as Associate Professor of Psychology at a salary of \$3,804 for the academic year 1947-48.
6. That there be authorized, effective June 1, 1947, the appointment of Mr. George H. Bridgman as Instructor in Agronomy and Assistant Plant Pathologist in the Experiment Station, stationed at Powell, Wyoming. The salary would be \$3,600 per year for four quarters' service.

The Faculty Retirement Committee was requested to study the University sick leave policy and report back to the Board at the next meeting with the opinion of the committee as to what changes should be made in the policy or regulations covering its operation.

Upon the motion of Mr. Watenpugh, seconded by Mr. Burwell and carried, the following leaves of absence were approved:

1. Dr. J. R. MacNeel, Head of the Department of Guidance, requests leave for the remainder of this quarter in order that he may go to a different climate to recuperate from a recent operation. Dr. MacNeel has been with the University fourteen and one-half years and, under the regulations regarding sick leaves, is entitled to a month of sick leave for each year of service at forty per cent of his salary. Dean Schwiering and the President recommend that leave from February 1 through March 10 be granted.

George Cooke

Dr. Hugh McFadden

George Bridgman

*Leaves of Absence
Sick*

Leaves of Absence

Dr. J. R. MacNeel

The services of a graduate assistant, at a salary rate of \$200 per term, have been secured for the time Dr. MacNeel will be away, thereby saving approximately fifty per cent of Dr. MacNeel's salary.

2. Mr. Maurice R. Haag, Experiment Station Editor, requests leave without pay from February 15, 1947, through April 15, 1947, in order that he may go to his home in Wisconsin to assist his parents, who have been ill, in clearing up some business difficulties.

Maurice R. Haag

3. Dr. W. C. Reusser, Director of Adult Education and Community Service, requests three weeks leave of absence without pay in order to accept an offer to teach in Cornell University from July 1 to August 8, 1947.

Dr. W. C. Reusser

Dr. Cunningham moved an appropriation of \$765.00 for the operation of the Alumni Relations and Graduate Personnel Department for the remainder of the year. This motion was seconded by Mr. Sullivan and carried.

Mr. Burwell moved an appropriation of \$1,218 for the preparatory work for the installation of an X-Ray machine in the Student Health Service. This motion was seconded by Mr. Hansen and carried.

Mr. Sullivan moved an appropriation of \$5,500 for the Animal Production Department for the remainder of the year. This motion was seconded by Dr. Cunningham and carried.

Dr. Cunningham moved an appropriation of \$2,400 for Student Labor for the three-month period, April 1 to June 30. \$1,200 of this amount is for Student Personnel and \$1,200 is for Athletics. This motion was seconded by Mr. Burwell and carried.

It was moved by Mr. Sullivan that an appropriation of \$23,000 for Graduate Assistants and Fellowships be included in the new budget. This motion was seconded by Mr. Watenpaugh and carried.

It was moved by Dr. Cunningham that \$3,500 be appropriated for the Registrar's office for the balance of the fiscal year. This motion was seconded by Mr. Sullivan and carried.

Mr. Sullivan moved the appropriation of \$500 for a drivers' education training course in the department of Vocational Education on a self-liquidating basis. This motion was seconded by Dr. Cunningham and carried.

Mr. Burwell moved an appropriation of \$200 for the department of Veterinary Science for the remainder of this fiscal year. This motion was seconded by Mr. Sullivan and carried.

President Humphrey then mentioned the renewed request from the married veterans for the establishment of a grocery store on or near the campus and the difficulties which have been encountered in the establishment of such a store. After discussion, Dr. Cunningham moved that the resolution adopted by the Board on November 8, 1946 be amended to delete the phrase "and keep prices at least 10% below chain store grocery prices with trade restricted to students only", and to substitute in lieu thereof the phrase "and keep prices at approximately chain store levels". The committee, consisting of Mr. Sullivan, the President, and the Comptroller are requested to continue efforts to have a grocery store established with permission to place it upon the campus temporarily if necessary. This motion was seconded by Mr. Hansen and carried.

*Cooperative Grocery
Store*

The President then mentioned that the University had been unable to keep its agreement with trainer Mike Ryan to furnish Mr. Ryan an apartment on the campus and recommended that a payment of \$534.00 be made to Mr. Ryan under his present contract. Mr. Sullivan moved, it was seconded by Mr. Burwell and carried that Mr. Ryan be paid \$133.50 per month for four months covering salary as athletic dormitory proctor and he in turn will pay the University Cashier \$33.50 monthly for rent on the Butler

*Faculty Salary Payment
Mike Ryan*

Hut apartment.

Mr. Sullivan then moved that the President of the Board write letters to the Governor of the State, the President of the Senate, the Speaker of the House, the Chairman of the Ways and Means Committees of the Senate and the House expressing the appreciation of the Board for the fair and courteous treatment accorded to the University at the recent session of the Legislature. This motion was seconded by Dr. Cunningham and carried.

Mr. Sullivan then moved that the Board commend President Humphrey for the excellent presentation of the University request which he had made to the recent session of the Legislature. This motion was seconded by Dr. Cunningham and carried.

It was then moved by Mr. Hansen, seconded by Mr. Watenpugh and carried, that the following student fees be established for classes in Journalism:

Class I fees \$2.00 per quarter for each of five classes in Journalism.

Class II fees \$3.00 per quarter for one class in Journalism.

Mr. Watenpugh moved, it was seconded by Mr. Sullivan and carried, that the following policy with respect to fee refunds be adopted:

Matriculation and late registration fees will not be refunded. A portion of all other fee payments, excepting deposits, will be refunded to any student who withdraws officially within the first four weeks of any term. The portion refundable, depending upon the number of days of attendance and the length of the term or course, is shown in the following table:

Calendar days of attendance from date of enrollment	Length of quarter or course, and percent of fees to be refunded				
	12-15 weeks incl.	9-11 weeks incl.	6-8 weeks incl.	3-5 weeks incl.	1-2 weeks incl.
1 to 7 days, inclusive	80%	75%	60%	50%	40%
8 to 14 days, inclusive	60%	50%	20%	0%	0%
15 to 21 days, inclusive	40%	25%	0%	0%	0%

*Legislature 1947
Simpson to write
Letters of Appreciation*

President Humphrey

*Fees
Journalism*

*Fee
Refunds*

Cody, Wyoming
March 31, 1947

Governor L. C. Hunt
Cheyenne, Wyoming

Mr. Ed Zoble, President
Wyoming State Senate
Casper, Wyoming

Mr. Homer Oxley, Speaker
House of Representatives
Lingle, Wyoming

Gentlemen:

As President of the Board of Trustees of the University of Wyoming, I want to pay tribute to you gentlemen and your associates for the magnificent job you did on behalf of our University of Wyoming. This session of the Legislature has left the deserved impression throughout the state that it did a splendid job after conscientious and hard work. The cooperation evidenced between the Republican dominated Legislature and our Democratic Governor certainly has won the commendation of the people of this state, and elsewhere for that matter.

I need not tell you that the Board of Trustees of the University, together with the official family of that institution, are tremendously pleased over your helpful attitude. We are not unmindful of the difficulties confronting the Legislature and the state official family in matters of appropriation. Your selection of the members of your Ways and Means Committee augured well for the worthwhile projects brought before the two bodies and the Governor.

I think you gentlemen know that the dearest thing to my heart is the advancement and excellence of the University of Wyoming. I want to commend you for enabling us to make long strides forward in the development of this splendid institution. If we cannot make it with the type of support and encouragement you have given us, we better have a new Board of Trustees down there.

With expressions of personal regard to each and every one of you, I am

Sincerely yours,

/s/ Milward L. Simpson
President, Board of Trustees

MLS:R

(Continued).

Calendar days of attendance from date of enrollment	Length of quarter or course, and percent of fees to be refunded				
	12-15	9-11	6-8	3-5	1-2
	weeks incl.	weeks incl.	weeks incl.	weeks incl.	weeks incl.
22 to 28 days, inclusive	20%	0%	0%	0%	0%
29 days or more	0%	0%	0%	0%	0%

It was then moved by Mr. Burwell, seconded by Mr. Sullivan and carried, that the following paragraph be added to all faculty and employee salary contracts:

If you are an employee of the University when you reach retirement age, it is agreed that as part of the consideration for your services under this and succeeding contracts, you will be permitted to participate in any retirement or limited service plan which may be in effect at the time of your retirement.

Mr. Hansen then moved approval of the recommendations of the President to eliminate certain revolving funds and reclassify others in accordance with his report. This motion was seconded by Mr. Sullivan and carried.

Architect Frederick Porter was then invited to the meeting. A discussion followed of the whole capital building program authorized by the Legislature. Mr. Sullivan moved that the State Building Commission be requested to release funds for completion of the

Butler Huts
Addition to the Power Plant
Remodeling in the Liberal Arts
Building
Installation of the elevator
in the Library
Remodeling of Old Main Building
Remodeling of the Bookstore and
the State Farm capital expenditures.

This motion was seconded by Dr. Cunningham and carried.

It was decided to leave the completion of the Butler Huts to the discretion of the University administration as to whether the job should be let by contract or done with University labor.

*Contracts
New Paragraph
Added*

Revolving Funds

Building Program

Building Program

The Board approved the recommendations of President Humphrey arrived at after consultation with Mr. F. H. Porter, University Architect. These recommendations were as follows: (1) That structures costing under \$20,000 be planned and constructed by University employees. (2) That structures costing from \$20,000 to \$50,000 be constructed by University labor, architectural advice being secured as to the effect these structures could have on the architectural picture of the University, and that the administration submit all building projects of this type of the Board of Trustees for advice and direction. (3) That on buildings costing from \$50,000 to \$100,000 an architect be employed to draw the plans, provide for the letting of the contract, and supervise construction when the work is done by a contractor; that, if the work is done by University labor and no contract is let, an architect be employed only for preparing plans and supervising construction, at a lower fee than regular architect's fee. (4) That on all construction costing over \$100,000 an architect be employed and contracts awarded for the work at full fee.

Building Program

Upon the recommendation of President Humphrey, Mr. Sullivan moved that when bids are received for the completion of the Agricultural Building, Education Building, New Men's Dormitory, addition to Knight Hall, remodeling of the Bookstore, and remodeling of Old Main building, bids should be received under a master contract covering all of these constructions as well as bids for each of these jobs separately in an effort to obtain figures which might be more advantageous to the University. This motion was seconded by Mr. Hansen and carried.

Building Program

Dr. Cunningham then moved that Mr. Frederick H. Porter, of Cheyenne, be appointed Chief University Architect for the following buildings:

*Architect
FREDERICK PORTER*

New Men's Dormitory
Knight Hall annex, including food services
with space for the department of Music
Remodeling of the Bookstore.

In carrying out these assignments, Mr. Porter will associate himself or his firm with such other Wyoming architects as he feels are competent to assist and under such terms as may be agreed upon between Mr. Porter and these other architects. Mr. Porter will be paid the fee of six percent of the cost of the completed buildings, excluding equipment. Mr. Porter will make financial allowances to the University for the work performed by University Architect Woody on the preparation of plans of the buildings enumerated above, and also the Agriculture building, Education building, and Old Main. This motion was seconded by Mr. Sullivan and carried.

Dr. Cunningham then moved, it was seconded by Mr. Sullivan and carried, that honorary degrees be awarded at the June commencement to the following:

Dean John A. Hill, Dean of the College of Agriculture
and Director of the Wyoming Experiment Station. -
Senator Joseph C. O'Mahoney
Mr. W. R. Coe of Cody
Mr. Fred Warren, Stockman from Cheyenne

Dr. Cunningham moved that President Humphrey draw a resolution requesting the Wyoming Livestock and Sanitary Board to locate the new Wyoming State Veterinary Laboratory, authorized by the last Legislature, on this campus. This motion was seconded by Mr. Hansen and carried.

RESOLUTION
of the
BOARD OF TRUSTEES OF THE UNIVERSITY OF WYOMING
to the
WYOMING LIVESTOCK AND SANITARY BOARD

WHEREAS the 1947 session of the Wyoming Legislature passed a law providing for the establishment of a veterinary laboratory in the state; and

WHEREAS the law establishing said laboratory permitted its location by the Wyoming Livestock and Sanitary Board; and

WHEREAS the University of Wyoming, through its Board of Trustees, administrative officers, and staff, are willing and anxious to cooperate with the Wyoming Livestock and Sanitary Board for the development of the

Degrees
HONORARY

Wyoming Livestock +
Sanitary Board
Veterinary Laboratory

laboratory; and

WHEREAS it is believed by the officials of the University that better service could be rendered to the people of the state by having the laboratory located at the University than at any other place; and

WHEREAS there would be many advantages to the veterinary laboratory if it were located on the campus of the University, such as having the staff and physical facilities of the Animal Production, Veterinary Science, Bacteriology, Parasitology, Entomology, Zoology, and Research Chemistry Departments available for service and having available the records and library facilities pertaining directly or indirectly to animal diseases such as plants poisonous to livestock, livestock nutrition and feeding, parasites, and bacterial and virus diseases of animals; and

WHEREAS the Board of Trustees of the University of Wyoming agrees to provide housing acceptable to the Livestock and Sanitary Board and agrees that, when the new Agricultural building is constructed, ample space will be set aside for offices and laboratories of the staff of the veterinary laboratory, with the understanding that the Livestock and Sanitary Board will contribute for the use of the facilities and for maintenance and use of laboratories in an amount to be determined by joint committees of the Livestock and Sanitary Board and the Board of Trustees of the University; and

WHEREAS the Board of Trustees agrees that land will be made available, either on the campus or on the Stock Farm west of Laramie, for building a detention hospital and corrals; therefore

BE IT RESOLVED that the Board of Trustees of the University hereby invite the Wyoming Livestock and Sanitary Board to establish the veterinary laboratory at the University of Wyoming.

Mr. Watenpaugh then moved, it was seconded by Mr. Hansen and carried, that Comptroller Fay E. Smith and his Deputy, Assistant Comptroller L. G.

Meeboer, be authorized to approve for payment all legal claims against the University in accordance with original House Bill 109 adopted by the last session of the Legislature.

*Comptroller
Smith and Meeboer
to sign legal Claims*

Upon the motion of Mr. Watenpaugh, President Humphrey and the Comptroller are authorized to confer with State officials regarding the rate of interest for the new University building bonds and report back to the Board of Trustees at the next meeting.

*Bonds
Rate of interest for
new Univ. Bldg. bonds*

Upon the motion of Mr. Watenpaugh, the President was authorized to prepare the new University budgets in accordance with his proposed plans as outlined in the report. This motion was seconded by Mr. Sullivan and carried.

Budgets

The Board then approved the recommendations of the President that the Division of Adult Education and Community Service be authorized to operate two extension summer schools during the summer of 1947, one from May 26 to June 20 at Afton, Wyoming, and one from July 28 to August 22 at Gillette, Wyoming with the request that the administration study the possibility of rotating the locations of these extension summer schools in later years.

*Correspondence
Centers*

Mr. Hansen then moved that the revised budget of A.S.U.W. for 1946-47 be approved. This motion was seconded by Dr. Cunningham and carried.

A.S.U.W. Budget

Upon the motion of Mr. Hansen, the President is authorized to select and employ a man for the period of one to two months for the budget year of 1946-47 and from two to four months of the budget year of 1947-48 to assist with a "Faculty and Administrative Study of Instructional Organization Policies and Procedures", at a cost not to exceed \$6,000, \$2,000 of which is herewith made available for the budget year of 1946-47. The motion was seconded by Mr. Burwell and carried.

*Faculty & Adminis-
trative Study
of Instructional
Organization
Policies & Procedures*

In an effort to enforce automobile parking regulations covering the student owned or operated cars on the campus, Dr. Cunningham moved that a

fee of 25¢ be levied for the first parking violation, and that a fee of 50¢ be levied for the second and succeeding violations against cars parked in restricted campus areas.

Parking Regulations

The Comptroller then reported that the contract between the railroad and the University, covering operation of a United States Army Transportation Corp train on tracks of the Union Pacific railroad, had been returned by the railroad after its approval by this Board with the request that a change be approved by the President of the Board. The change is in Section 3 and provides that

*Union Pacific
Railroad*

"the rate of \$1.015 per hour for the pilot shall be subject to increase or decrease as the case may be and in addition Trustees shall pay the Railroad Company the amount of Railroad Retirement and Unemployment Taxes applicable to such wages, plus 10% of said wages to cover accounting and other expense which cannot be directly allocated to the service provided for under the contract."

Upon the motion of Mr. Watenpaugh, seconded by Mr. Sullivan and carried, President Simpson is authorized to approve such change.

Upon the motion of Mr. Sullivan, President Simpson is authorized to execute a bond to the U. S. Army on behalf of the University in the amount of \$185,000 covering the value of military property on hand at this University. The motion was seconded by Mr. Burwell and carried.

*Bonds
U.S. Army*

Upon the motion of Mr. Hansen, the Comptroller was authorized to execute "Agreement and Public Voucher for Advance" with the Federal Works Agency covering cash advances for planning funds for Knight Hall annex, Old Main Building remodeling, the Bookstore and Art building, and the Stadium-Field house. This motion was seconded by Mr. DelMonte and carried.

*Building Program
Federal Works
Agency*

Chairman McCracken appointed Dr. Cunningham and Mr. Burwell to be members of the Board of Trustees Building committee to take the places of Mr. Johnson and Mrs. Cope. They will serve with Mr. Sullivan.

*Physical Plant and
Equipment Com.
Cunningham
Burwell*

The date for the next meeting of the Board was fixed for April 26 and 27.

*Next Meeting
April 26-27*

Then followed a discussion of the distribution of University insurance between the various Laramie agencies. Dr. Cunningham moved that the business be distributed equally among the bonafide agencies, the allocation between such agencies is to be based on the net commissions. This motion was seconded by Mr. Burwell and carried.

*Insurance
Distribution of
University Insurance*

Mr. Sullivan then moved that the salary of head basketball coach, Everett Shelton be fixed at \$6,000, effective at the beginning of his next contract year, July 1, 1947. This motion was seconded by Dr. Cunningham and carried.

Everett Shelton

Mr. Burwell then moved that the salary of Athletic Director Glenn Jacoby be fixed at \$6,500 beginning with his next salary contract year. This motion was seconded by Mr. Sullivan and carried.

*Athletics
Glenn Jacoby*

Dr. Cunningham then moved acceptance of the request of Bernard F. Oakes that he be relieved of his duties as head football coach at this time but that he be paid to the end of his present contract, June 30, 1947, and in appreciation of Mr. Oakes' years of service and his loyalty to the University, the Board expressed the hope that he might continue with the institution in another capacity. This motion was seconded by Mr. Sullivan and carried.

*Athletics
Bernard F. Oakes*

President Humphrey then submitted a petition signed by the Dramatics class requesting that in the event of a vacancy in the position of Dramatics Coach, that Mr. William Angus Moore be considered for the position. Upon the motion of Mr. Watenpaugh, seconded by Mr. Hansen and carried, the President was requested to acknowledge the petition and to refer it to Professor Clough, head of the department of English and to Dean Rechar of the College of Liberal Arts for their earliest consideration.

*Dramatics
William Angus Moore*

Dr. Cunningham then moved that the request of the Ivinson Hospital Board of Trustees for aid from the University in obtaining an auxiliary

Ivinson Hospital

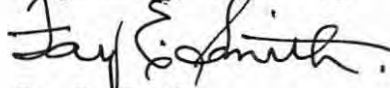
building for use as a contagion ward be left with President Humphrey to fulfill if he can find it possible to do so. This motion was seconded by Mr. Burwell and carried.

Mr. Sullivan then moved that Talbot Hall and the recently completed 72-man federal dormitory be assigned to the athletic department during the coming year. This motion was seconded by Dr. Cunningham and carried.

Athletic Director Jacoby and Mr. Bowden Wyatt were then invited to appear before the Board. Mr. DelMonte moved that Mr. Wyatt be offered the position of head football coach with a four-year contract, the salary for the first two years to be \$8,000 per year and the salary for the second two years to be \$8,500 per year. This motion was seconded by Mr. Hansen and carried.

The Board adjourned at 6:30 P.M., March 3.

Respectfully submitted,



Fay E. Smith
Secretary

Athletics
Talbot Hall & 72-
man federal dor-
mitory

Athletics
Bowden Wyatt
Football Coach

Board Adjourned