

THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES

May 4-6, 1951

For the confidential information
of the Board of Trustee

The Board of Trustees was called to order in the Board room on May 4 by President Simpson. The following members answered the roll call: Simpson, McCracken, Reed, Del Monte, Burwell, Sullivan, Hansen, Patterson, Bush, Brough, Jones, and Newton; ex-officio, Stolt and Humphrey. Governor Barrett, ex-officio member, was not present.

Mr. Sullivan moved, Mr. Brough seconded, and it was carried that the minutes of the March 13-14 meeting be approved.

APPROVAL OF MINUTES

President Humphrey then presented his Report.

Mr. Reed moved, Mr. Hansen seconded, and it was carried that the following appointments be approved:

APPOINTMENTS

1. Mr. Walter Wilcox as Instructor in Journalism, effective September 1, 1951, at a salary rate of \$3,792 per year.
2. Miss Helen Beranek as Home Demonstration Agent in Weston County, effective June 1, 1951, at a salary rate of \$3,600 per year.
3. Mr. Orville Nicholls as County Agent in Converse County, effective April 15, 1951, at a salary rate of \$4,320 per year.
4. Mr. Max Wall as Assistant County Agent in Goshen County, effective April 20, 1951, at a salary rate of \$3,636 per year.

WilcoxBeranekNichollsWall

For the information of the Board, President Humphrey presented the following resignations:

RESIGNATIONS

1. Mr. W. L. Chapman as County Agent in Converse County, effective April 1, 1951, to accept the position as Commissioner of Agriculture for Wyoming.
2. Mr. R. Walter Miller as Director of the Wyoming Union, effective June 30, 1951, to enter the insurance business.

ChapmanMiller

Mr. Sullivan moved, Mr. Reed seconded, and it was carried that the following leaves of absence be approved:

- 1. Mr. Jay N. Myers, a leave without pay for the period July 1, 1951 to June 30, 1952, to permit him to work toward the Ph.D. degree.
- 2. Dr. N. W. Hilston a six-weeks leave of absence during the summer of 1951 (two weeks without pay and the remaining four weeks on annual vacation) to permit him to accept an invitation to teach at the University of Arkansas.

1. Faculty Travel. It was moved by Mr. Del Monte, seconded by Mr. Reed, and carried that the following appropriations for Faculty Travel be authorized: \$19.80 for the College of Liberal Arts to cover a part of the expenses of Dr. Emil Kauder's trip to Milwaukee to read a paper at a meeting of the Midwest Economic Association; \$100 for the College of Pharmacy to help pay the expenses of Dr. T. O. King's trip to Cleveland to present a paper before the Society of Pharmacologists; \$35 for the College of Law to cover the expenses of Mr. E. O. Kuntz' trip to Boulder to attend a meeting on Oil and Gas Law.

2. College of Education. It was moved by Mr. Sullivan, seconded by Mr. Burwell, and carried that the appropriation of \$300 be authorized for purchasing printed forms for the College of Education Placement Bureau.

For the information of the Board of Trustees, President Humphrey presented a report prepared by Mr. Fay E. Smith, Land Coordinator, on the University's grant lands. Mr. Smith's report indicated that the University has 469 leases in effect at the present time. He stated that he had compiled a list of the leases, showing the name of the lessee, geographical location, kind of lease, date of expiration, and annual payment. The Trustees expressed appreciation for the fine work which Mr. Smith

LEAVES OF ABSENCE

Myers

Hilston

BUDGET CHANGES

Faculty Travel

College of Education

GRANT LANDS

has done and is doing in connection with University-owned property. Culminating the discussion of University grant lands, Mr. Reed as Treasurer was asked to investigate the investment program for idle University permanent funds and report his findings to the Board.

President Humphrey presented to the Board a proposal for providing physical examinations for all prospective University employees who might come under the provisions of the Workmen's Compensation Act, whereby any member of the Albany County Medical Association whom the prospective employee might select would make the examination for a charge of \$5.00 per person, the charge to be paid by the University. He explained that the proposed measure would be a temporary one, to continue only until the return of Dr. Nesbitt or the selection of a new Student Health Service Director. President Humphrey also requested the Board's direction concerning the question of obtaining physical examinations for the workmen at the Agricultural Substations. After thorough discussion, Mr. McCracken moved, Mr. Sullivan seconded, and it was carried that arrangements be made with the Albany County Medical Association for examination of prospective employees on the University campus who would come under Workmen's Compensation, and that President Humphrey be authorized to investigate the possibility of making arrangements for examination of workers at the Substations.

President Humphrey next reported that the present Recreation Camp in the Mullen Creek area can no longer be operated, since the buildings are unsafe and since the Forest Service has requested that the Camp be moved. He stated that two camps are available for purchase--the Snowy Range Lodge at a cost of \$27,000, and the Rainbow Lodge at a cost of \$38,000. (Dr. Humphrey stated that he believed this Lodge might be

PHYSICAL EXAMINATIONS
FOR PROSPECTIVE
EMPLOYEES

RECREATION CAMP

purchased for \$30,000.) A rather lengthy discussion followed, during which President Humphrey explained that the University will have some \$500,000 to \$600,000 in oil royalty funds and in funds derived from the sale of surplus property which can be used for purchase of property, remodeling of present buildings, etc. Mr. Reed moved, Mr. Sullivan seconded, and it was carried that President Humphrey be authorized to proceed with negotiations in respect to the purchase of the Rainbow Lodge, making arrangements to pay as much as possible of the cost from the oil royalty funds.

The Board adjourned at 12:15 and reassembled at 2 p.m.

A report from Mr. C. B. Jensen, Superintendent of Buildings and Grounds, with regard to the purchase of material for the completion of the steam tunnel to Fraternity Park was next presented and discussed. President Humphrey recommended that the Board authorize the Buildings and Grounds Department to proceed with construction of the tunnel. Mr. Hansen moved, Mr. Brough seconded, and it was carried that the recommendation be accepted, with the understanding that the work would be done under the direction of the Business Manager and the President.

UTILITIES FOR
FRATERNITY PARK

For the information of the Trustees, President Humphrey presented a report prepared in the office of the Business Manager indicating the physical plant improvements and corrections and the revision of insurance policies and coverage which have been made to date in accordance with the recommendations of the Bowes and Hart report. Attention was called to the difference between the valuations of University buildings and contents as listed by Van Schaack and Company and the list prepared by Bowes and Hart. Mr. Sullivan moved, Mr. Del Monte seconded, and it was carried that the Business Manager be instructed to contact Bowes and Hart

INSURANCE

and ask them to confer with Mr. Schoelzel of Van Schaack and Company to see why the differences exist. (See explanation on page 1685 of these minutes.)

In the Addendum to the President's Report, the Trustees considered first President Humphrey's recommendations for two appointments.

1. Mr. Hansen moved, Mr. Burwell seconded, and it was carried that the Board approve the appointment of Mr. Warren L. Smith as Superintendent of Agricultural Substations at Powell, effective July 1, 1951, at a salary of \$4,200 per year.

2. Mr. Newton moved, Mrs. Patterson seconded, and it was carried that the Board approve the appointment of Mr. Harold Gilbert as Assistant Professor of Agriculture, Zoology, and Botany at the Northeast Agricultural Junior College, effective September 1, 1951, provided Mr. Gilbert is willing to attend the summer session of the University and take refresher courses in Zoology.

For the information of the Board, President Humphrey reported the resignation of Mr. D. W. Burke as Superintendent of the Powell Agricultural Substation, effective June 30, 1951, to do graduate work at Washington State College.

1. Agricultural Substations. It was moved by Mr. Reed, seconded by Mr. Sullivan and carried that, in order to effect necessary revisions in the insurance coverage for the Agricultural Substations, the following appropriations from the unappropriated balance in the State Farms Sales Fund be authorized:

Afton	\$340.00
Archer	936.89
Gillette	610.00
Powell	159.10
Sheridan	137.93
Torrington	502.75
	<u>\$2,686.67</u>

APPOINTMENTS

Smith

Gilbert

RESIGNATION

Burke

BUDGET CHANGES
Agricultural
Substations

2. Purchase of Land. Mr. Del Monte moved, Mr. Brough seconded, and it was carried that an appropriation of \$1,000 be authorized to cover the purchase of Lot 10, Block 4, University Place Addition, City of Laramie, from the Oca Nelson Estate, to complete holdings of the full square block of land immediately north of Wyoming Hall.

Purchase of Land

3. Wool Scouring Plant. Mr. Reed moved, Mrs. Patterson seconded, and it was carried that an appropriation of \$1,217.64 be authorized to cover the balance needed for additional equipment and installation of equipment for the Wool Scouring Plant.

Wool Scouring Plant

At 3 p.m. representatives of the firms which were submitting bids on furnishing of all labor and materials for installing lighting fixtures in the new Agriculture and Education buildings, furnishing lighting fixtures for the two buildings, and furnishing and installing intercommunication systems in the two buildings, were invited into the meeting for the opening of the bids. Companies bidding, together with their base bids, follow:

BIDS ON LABOR AND MATERIALS, LIGHTING FIXTURES AND INTERCOMMUNICATION SYSTEM FOR AGRICULTURE AND EDUCATION BUILDINGS

Furnishing of all labor and materials for installing lighting fixtures in the new Agriculture and Education buildings:

Simpson Electric Company	\$11,555.00
F. W. Fitch, Inc.	8,096.00

Furnishing lighting fixtures for new Agriculture and Education buildings:

Mine & Smelter Supply Company	\$39,427.00
Simpson Electric Company (Bid #1)	41,214.00
Simpson Electric Company (Bid #2)	40,839.00
F. W. Fitch, Inc.	35,890.00

Furnishing and installing intercommunication system in new Agriculture and Education buildings:

L. B. Walker Radio Company	\$ 9,207.91
Mountain States Visual Products Company	11,439.91
Wicht Radio and Sound Company	9,317.10
Simpson Electric Company	9,496.00

When the representatives of the bidding firms had left the meeting, President Simpson asked for the Board's decision with regard to the letting of the contracts. Mr. Reed moved, Mr. McCracken seconded, and it was carried that the contract for furnishing of all labor and materials for installing lighting fixtures in the new Agriculture and Education buildings be awarded to the low bidder, F. W. Fitch, Inc. Mr. Reed moved, Mrs. Patterson seconded, and it was carried that the contract for furnishing lighting fixtures for the Agriculture and Education buildings be awarded to the low bidder, F. W. Fitch, Inc. Mr. Reed moved, Mr. McCracken seconded, and it was carried that the contract for furnishing and installing intercommunication systems in the new Agriculture and Education buildings be awarded to the Simpson Electric Company, low bidder considering the five per cent allowance for in-state firms over those from out of state, provided the equipment listed in that Company's bid meets the specifications submitted. (See Mr. Jensen's report on this matter on page 1684 of these minutes.) Mr. Sullivan moved, Mr. Newton seconded, and it was carried that the checks submitted by unsuccessful bidders be returned to them at once.

The remainder of the afternoon was spent in a discussion of the forty-hour week for University employees. President Humphrey asked the Trustees to decide whether or not the University should go on a forty-hour week and whether or not they would favor closing offices on Saturday morning. He explained that the budget had been prepared on the assumption that buildings would be closed on Saturday, and that an additional appropriation of \$11,147 would be needed if the buildings remained open as under the present setup. Many conflicting opinions were expressed, but it was generally agreed that if a forty-hour week were adopted, provision should be made so that employees taking time off each morning and

FORTY-HOUR WEEK

afternoon to go out for refreshments would do so on their own time rather than on University time. After thorough discussion of all angles of the proposal, Mr. Reed moved, Mrs. Bush seconded, and it was carried that the University adopt a forty-hour work week and that President Humphrey be authorized and directed to work out suggested methods for implementing the plan to be presented to the Board at the June meeting, until which time no publicity be given to the matter.

The meeting adjourned at 6:15 p.m. to reassemble at 10:10 a.m. on May 5. The same members were present as were present for the meeting on May 4.

President Humphrey presented for the Board's consideration a number of change orders on buildings under construction. Three change orders for the Agriculture Building were presented, one providing for an increase of \$806, one for a decrease of \$252, and one for an increase of \$5,228.63. For the Education Building there were three change orders, one providing for a decrease of \$238, one for a decrease of \$55, and one for an increase of \$898.50. Two change orders for the Field House provided for a decrease of \$580.08 and an increase of \$1,283.50, and one change order for the Stadium provided for an increase of \$59,726. Mr. Sullivan moved, Mrs. Patterson seconded, and it was carried that the change orders be approved. Details concerning provisions covered by the change orders follow:

CHANGE ORDERS

College of Agriculture-Building:

Change Order No. 28C -- Increase of \$806.00. This order provided for the elimination of rooms 233 and 234, and the inclusion of this space in room 232. The change order also provided for a change in the location of water, gas, and waste outlets as necessary for the connection of equipment, as shown on a drawing which was attached to the change order.

Change order No. 29C -- Decrease of \$252.00. The order called for the omission of Milcor metal trim above tile wainscot.

Change Order No. 30C -- Increase of \$5,228.63. This order covers additional wiring in Unit "C" of the Agriculture Building.

College of Education Building:

Change Order No. 13 -- Decrease of \$238.00. It provides for omitting Milcor metal trim above tile wainscot.

Change Order No. 14 -- Decrease of \$55.00. The order provides for a change in the height of marble wainscoting foyer and two side foyers to the main auditorium from 5' 0" to 4' 0".

Change Order No. 15 -- Increase of \$898.50. This order provides for electrical changes as follows:

Foyer -- Furnish and install three electrical outlets at the ceiling and provide a switch on the east wall of the room.

Auditorium -- Run one $\frac{1}{2}$ " conduit for an intercom from an outlet on the stage, thence to the projection booth, and continuing on to the ticket office. Run one 1" conduit from an outlet box above the stage panel to an outlet in the projection room. Run one $\frac{1}{2}$ " conduit from projection booth to amplifier rack which will be located in the southwest corner of the stage. Connect microphone outlets in front of orchestra pit to amplifier rack with one $\frac{1}{2}$ " conduit. Connect amplifier to speaker over stage proscenium with one $\frac{1}{2}$ " conduit. Run two $\frac{1}{2}$ " conduits from amplifier rack to the two junction boxes on the east side of stage. Run one $\frac{1}{2}$ " conduit from one of the junction boxes on the circuit to room 0043 to a speaker outlet in the northwest corner of the auditorium. Install a 12" x 12" x 8" junction box flush with the wall at this speaker outlet. Eliminate the microphone outlet shown on the plans located adjacent to column No. 33.

Room 036 -- Run three 2" conduits from the sound cabinet in room 0043 through the floor of 936. These lines are to be extended 6" above the floor and 4" out from the north wall. Run one $\frac{1}{2}$ " conduit line from a junction box on the north wall of 036 to a microphone outlet in room 126 and room 227, to be used for inter-com system. Run one $\frac{1}{2}$ " line from room 036 to a junction box in 0043, thence to the roof of the third floor, to be used for antennae.

Gymnasium -- Install one additional speaker outlet similar to the one installed, except located on the girder to the north of the present speaker outlet on the west side. The speaker outlet on the east side will be changed to a microphone outlet and located on the wall just above the tile wainscot.

Field House:

Change Order No. 14F — Decrease of \$580.08. The details follow:

- Item No. 1. Eliminate paint on arena fibre-glass ceiling, credit \$1,236.00
- Item No. 2. Eliminate clear waterproofing on interior concrete block arena walls and substitute two coats of casine paint (color to be approved by architect), additional \$230.00
- Item No. 3. (a) Furnish the necessary labor and materials and complete installation of twelve electrical outlets to signs over ticket booths in north and south head house
(b) Furnish necessary labor and complete installation of new one-inch conduit from press box to pill box in arena for five radio outlets. Radio outlets to be complete with twist lock plugs. Additional \$280.50.
- Item No. 4. Furnish necessary labor and materials and complete installation of nine convenience outlets on 2nd floor press box, additional \$71.50
- Item No. 5. Furnish necessary labor and materials and complete installation of one drinking fountain in Room No. 40, additional \$73.92.

Change Order No. 16F — Increase of \$1,283.50. The order covers necessary changes in room 210 and south handball court, and room 227 as follows:

- 1. Furnish the necessary labor and materials for changes in Room 227 as outlined:
 - (a) Remove and reset door buck number 12, so that it will be located in Room 226.
 - (b) Move the north masonry partition in Room 227 approximately ten feet north.
 - (c) Furring, lathing and plastering the additional ceiling and all of the walls in Room 227.
 - (d) Relocating the electrical outlets on the north masonry partition in Room 227.
 - (e) Asphalt tile flooring in B and C colors and topset cove base to be installed in Room 227.
 - (f) Relocate the Johnson controls in Room 227.
 - (g) Paint the additional walls and ceiling in Room 227.
Total - \$890.00
- 2. Remove the channel furring for the ceiling of the south handball court and lower it approximately 12" over the entire ceiling area with the exception of the area required for the duct work at the north end of the handball court.
Total - \$200.00
- 3. Furnish the necessary labor and materials for the installation of concrete seats on the east and south walls of Room 210. These concrete seats to be similar in design of those installed in Room 23.
Total - \$193.50

Stadium:

Change Order No. 15S — Increase of \$59,726.00. The detail is as follows:

1. Attached plans supersede the following description changes.
2. Furnish the necessary labor and materials and complete installation as follows:

- Item A. Enclose West Stand of present Stadium with 8" masonry wall as per attached plan. Exterior side and ends to be of face brick to match present Field House. Interior of wall to be of concrete block construction. Incorporated in masonry shall be 16 glass block openings 10' 0" x 8' 0"; 9 each 10' 0" x 10' 0" overhead doors; 1 each 11' x 13' 6" overhead door, and two each 3' 0" x 7' 0" doors, painting of same included. Included also is the installation of 12 electric outlets complete with fixtures (selected by owner) and 3 electric outlets complete with switches.
- Item B. Enclose East Stand of present Stadium with 8" masonry wall as per attached plan. Exterior ends to be of face brick to match present Field House. Exterior side to be of concrete block construction. Interior wall to be concrete block construction. Incorporated in masonry shall be 16 glass block openings 10' 0" x 8' 0"; 10 each 10' 0" x 10' 0" overhead doors and two each 3' 0" x 7' 0" doors, painting of same included. Included also are 12 electric outlets complete with fixtures (selected by owner) and three electric outlets complete with switches.
- Item C. Construct two (2) concrete and concrete block concession counters with two floor drains each and one 3' counter gate each. Electrical wiring to conform to present concession counters.
- Item D. Install two floor drains and one 3' counter gate in present concession counters.
- Item E. Install two slop sinks in room immediately to rear of two present concession counters.
- Item F. Move present East ticket booth to North end of stadium and reconstruct according to plans and specifications of original contract.
- Item G. Construct new ticket booth as per attached plans on site of present East ticket booth.

Item H. Install toilet, urinal and wash basin in South end second floor press box. Hook up to present 4" cast iron water pipe immediately in rear of West Stadium and to nearest available and adequate sewer line. All pipes to be insulated.

For the information of the Board of Trustees, President Humphrey presented a financial summary of the Wyoming War Memorial funds and financial statements for the month ending April 30, 1951, prepared in the office of the Business Manager.

President Humphrey reported on the progress that has been made toward completing the study of the possible location of nursing schools in the state, as provided for by the State Legislature. He stated that a meeting had been held with Dean Henrietta A. Loughran of the University of Colorado School of Nursing, attended by University of Wyoming Faculty and Trustee representatives, and that it was decided to employ Dean Loughran to assist in the study. President Humphrey stated that each of the communities listed by the Legislature would be considered by Dean Loughran and representatives of the University to determine the best locations for the two schools to be established. He said that a report should be ready for presentation to the Board by July.

President Humphrey reported to the Trustees that a total of eleven cows in the University's dairy herd had been found to react to the intradermal test for tuberculosis, thus creating a major livestock and public health problem. He stated that all sales of milk and milk products for human consumption have been discontinued and that all reactors have been eliminated from the herd. Dr. Humphrey explained that definite plans for handling the situation have not been worked out, but that a further report would be made to the Board as soon as possible. He asked for and was given authority to place all money received from the sale of

WAR MEMORIAL
FINANCIAL SUMMARY
AND
FINANCIAL STATEMENTS

NURSING SCHOOLS

TUBERCULOSIS IN
DAIRY HERD

reactors in a special fund to be used in replacing the cows that were sold.

Consideration was given next to the budget for the fiscal year 1951-52. President Humphrey explained in some detail the sources of University income and the summary of estimated expenditures. The Trustees then gave attention to each College and Department individually.

Mr. Burwell moved, Mr. Brough seconded, and it was carried that the budget for the College of Agriculture, totaling \$521,177.83, be approved. College of Agriculture.

In connection with consideration of the budget for the College of Agriculture, President Humphrey recommended that, upon the retirement of Director A. E. Bowman on June 30, Dean H. M. Briggs be appointed Director of Extension, on a temporary basis, in addition to his present duties. Mr. Del Monte moved, Mrs. Patterson seconded, and it was carried that the recommendation be approved.

DIRECTOR OF EXTENSION

Mr. Hansen moved, Mrs. Bush seconded, and it was carried that the budget for the College of Commerce and Industry, totaling \$64,002, be approved.

BUDGET

College of Commerce and Industry

Mr. Reed moved, Mr. McCracken seconded, and it was carried that the budget for the College of Education, totaling \$239,810.68, be approved.

College of Education

In the consideration of the College of Education budget, President Humphrey presented a request from Miss Bernadene Schunk, Assistant Professor of Elementary Education, for a sabbatical leave for the academic year 1951-52 to permit her to work toward an advanced degree at the Colorado State College of Education. Mrs. Patterson moved, Mrs. Bush seconded, and it was carried that the leave, which carries with it forty per cent of salary, be approved.

LEAVE OF ABSENCE

Bernadene Schunk

Mrs. Patterson moved, Mrs. Bush seconded, and it was carried that the budget for the College of Engineering, totaling \$115,337, be approved.

BUDGET

College of Engineering

Mr. Del Monte moved, Mr. Sullivan seconded, and it was carried that the budget for the Graduate School, totaling \$41,055, be approved.

Graduate School

Mr. Sullivan moved, Mr. Newton seconded, and it was carried that the budget for the College of Law, totaling \$41,111, be approved.

College of Law

Mr. Reed moved, Mr. Sullivan seconded, and it was carried that the budget for the College of Liberal Arts, totaling \$536,766.10, be approved.

College of Liberal Arts

Mr. Reed moved, Mr. Burwell seconded, and it was carried that the budget for the College of Pharmacy, totaling \$53,736.39, be approved.

College of Pharmacy

Mr. Sullivan moved, Mrs. Patterson seconded, and it was carried that the budget for the Division of Adult Education and Community Service, totaling \$94,377.80, be approved with the understanding that it may be necessary to make adjustments later when contracts with the Centers have been worked out.

Division of Adult Education and Community Service

Mr. Del Monte moved, Mr. Hansen seconded, and it was carried that the budget for the Library, totaling \$92,451.31, be approved with the following amounts earmarked for use by the Archives Department of the Library:

Library

Travel	\$475
Express, freight, postage . . .	150
Publications	100
Office supplies	200
Equipment	100
Book fund	300
Student help (15 hours per week @ \$.65 an hour)	507

Mr. Reed moved, Mr. Sullivan seconded, and it was carried that the budget for the Summer School, totaling \$103,024.68, be approved.

Summer School

In the consideration of the budget for the President's Office, Mr. McCracken stated that he felt the salary of the President was too

low, and he proposed a fifteen per cent increase over the \$12,000 salary which President Humphrey received during 1950-51. President Humphrey left the meeting and there followed a complete review of his contract. Mr. Jones moved, Mr. Burwell seconded, and it was unanimously carried that a fifteen per cent raise in the salary of President Humphrey, making a total salary of \$13,800, be approved. President Humphrey returned for consideration of the remainder of the President's Office budget. Mr. Burwell moved, Mrs. Bush seconded, and it was carried that the budget for the President's Office, totaling \$53,996 as amended, be approved.

Mr. Reed moved, Mr. Brough seconded, and it was carried that the budget for the Department of Alumni Relations and Graduate Personnel, totaling \$17,998.16, be approved.

In connection with the discussion of the budget for the Department of Alumni Relations and Graduate Personnel, the campaign among alumni to raise funds for a Library building was discussed. President Humphrey stated that he did not anticipate any large amount being raised through popular subscription for the Library, but that it was his hope that alumni in the state would become sufficiently interested in the project to give it their active support with the hope of eventually bringing about an appropriation by the Legislature for construction of the building. Mr. Hansen, in whose county the campaign was started, spoke in support of President Humphrey's remarks.

When the budget for the Department of Athletics was considered, President Humphrey called attention to the recommendation in his Report that an addition of \$1,050 be made to the budget to complete the Wyoming War Memorial project. Mr. Simpson stated that he felt it would be a fine gesture to increase the \$708 suggested budget raise in the salary

President's Office

Department of
Alumni Relations and
Graduate Personnel

LIBRARY BUILDING
CAMPAIGN

BUDGET

of Coach E. F. Shelton. Following discussion of the matter, Mr. Newton moved, Mr. Sullivan seconded, and it was carried that the annual salary of Coach Shelton be set at \$8,004, constituting a total raise of \$984, or a raise of \$276 over that recommended in the budget. Mr. Del Monte then moved, Mr. McCracken seconded, and it was carried that the budget for the Department of Athletics, totaling, with changes mentioned, \$93,218.50, be approved. The motion included approval of the Athletic Department auxiliary budget, totaling (with the \$93,218.50 listed above) \$412,557.50.

Department of Athletics

Mr. Sullivan moved, Mr. Burwell seconded, and it was carried that the budget for the Board of Trustees, totaling \$16,875, be approved.

Board of Trustees

Mr. Hansen moved, Mrs. Patterson seconded, and it was carried that the budget for the Dean of Men, totaling \$13,980.50 be approved.

Dean of Men

Mr. Reed moved, Mr. Sullivan seconded, and it was carried that the budget for the Dean of Women, totaling \$9,959, be approved.

Dean of Women

Mr. Del Monte moved, Mr. Jones seconded, and it was carried that the budget for the Forum of Labor, Agriculture, and Industry, totaling \$2,810, be approved.

Forum of Labor, Agriculture, and Industry

Mr. Burwell moved, Mr. Brough seconded, and it was carried that the budget for the IBM Bureau, totaling \$15,202, be approved.

IBM Bureau

Mr. Brough moved, Mr. Sullivan seconded, and it was carried that the budget for the Information Service, totaling \$25,727.50, be approved.

Information Service

Mr. Hansen moved, Mr. Sullivan seconded, and it was carried that the budget for the Land Coordinator, totaling \$10,180, be approved.

Land Coordinator

Mr. Del Monte moved, Mrs. Patterson seconded, and it was carried that the budget for the Natural Resources Research Institute, totaling \$62,802.90, be approved.

Natural Resources Research Institute

In connection with the discussion of the budget for the Natural Resources Research Institute, President Simpson reported that, at a

SCHOLARSHIP,
HUSKY OIL CO.

meeting of the Board of Directors of the Husky Oil Company a few days ago, it was voted to give a \$500 scholarship to the University of Wyoming in the field of geology. The Board instructed President Humphrey to write a letter of appreciation for this scholarship to the President of the Husky Oil Company, Mr. Glenn E. Nielsen of Cody.

Mr. Sullivan moved, Mrs. Patterson seconded, and it was carried that the budget for Public Exercises, totaling \$2,845, be approved.

BUDGET
Public Exercises

Mrs. Bush moved, Mr. Brough seconded, and it was carried that the budget for the Registrar and Director of Admissions, totaling \$58,546.50, be approved.

Registrar and Director of Admissions

Mrs. Patterson moved, Mr. Burwell seconded, and it was carried that the budget for the Student Health Service, totaling \$42,023.75, be approved.

Student Health Service

Mr. Sullivan moved, Mrs. Patterson seconded, and it was carried that the budget for Student Personnel and Guidance, totaling \$40,187.35, be approved.

Student Personnel and Guidance

Mr. Reed moved, Mr. Hansen seconded, and it was carried that the budget for Veterans Relations, totaling \$11,023.20, be approved.

Veterans Relations

Mr. Sullivan moved, Mr. Burwell seconded, and it was carried that the budget for the President's Miscellaneous, totaling \$109,766.05, be approved.

President's Miscellaneous

Athletic Department. Departing from consideration of the budget, President Humphrey presented a letter from Athletic Director G. J. Jacoby, requesting funds for the following special projects for the Department of Athletics:

BUDGET CHANGE
Athletic Department

1. Cooks' room adjoining Athletic Dorm. . . . \$ 3,500.00
2. Asphalt tile flooring for kitchen in Athletic Dorm. 292.00
3. Asphalt tile and linoleum in hallways and entrances of Athletic Dorm 1,126.30
4. Laundry equipment for Field House. 3,600.00

5.	Paint entire Memorial Football Stadium . . .	\$ 2,180.00
6.	Paint baseball bleachers	885.00
7.	Additional landscaping for Field House and Stadium.	2,000.00
8.	Additional equipment for Field House . . .	2,100.00
9.	General improvement of the ski area. . . .	5,000.00
10.	Used pipe for culverts	4,900.00
11.	Fire hydrants in Field House and Stadium area	<u>4,172.85</u>
	Total.	\$29,756.15

President Humphrey reported that a balance of \$9,527.87 remains in the Building Improvement Fund Reserve set up for the Field House and Stadium which might be used toward the projects outlined. Mr. Reed moved that all of the projects except No. 9, general improvement of the ski area, be approved, and that an appropriation of \$15,228.28 (\$24,756.15 less the \$9,527.87 already available in the Building Improvement Fund Reserve) be made to cover the projects. Mr. Burwell seconded the motion and it was carried.

President Humphrey presented a letter from Athletic Director Jacoby with regard to the Special Use Permit issued by the Forest Service to the University for use of the Libby Creek Winter Sports Area. Mr. Reed moved, Mr. Sullivan seconded, and it was carried that the Permit be given to the Secretary of the Board for careful study and that he be authorized to sign it for the Board of Trustees if he feels the University can carry out the obligations contained in the Permit.

SKI AREA

Returning to the budget, the Trustees next gave consideration to the budget for the Business Manager's Division. Mr. Burwell moved, Mr. Sullivan seconded, and it was carried that the budget for the Business Offices, totaling \$91,263, be approved.

BUDGET

Business Offices

Mr. Hansen moved, Mr. Burwell seconded, and it was carried that the budget for the Buildings and Grounds Department, totaling \$551,635.45, be approved.

Buildings and Grounds Department

Mr. Hansen moved, Mrs. Bush seconded, and it was carried that the budget for the Business Manager's Miscellaneous, totaling \$86,906.40, be approved.

Business Manager's
Miscellaneous

Mr. Hansen moved, Mrs. Patterson seconded, and it was carried that the budget for the Agricultural Extension Division, totaling \$456,380.81, be approved with additions and changes as follows: \$500 addition to the salary of Charles Gavin (to be paid by Carbon County); \$260 addition to the salary of Moyle W. Anderson (to be paid by Uinta County); transfer of Ray Wolfley from the position of Assistant County Agent in Lincoln County to the position of Assistant County Agent in Fremont County; and release of Alden S. Adams as County Agent in Lincoln County.

Agricultural Extension
Division

Mr. Reed moved, Mr. Burwell seconded, and it was carried that the budget for the Agricultural Substations, totaling \$170,328.91, be approved.

Agricultural
Substations

The meeting adjourned at 6:15 p.m. and reassembled at 9 a.m. on May 6. Mr. McGraken and Mr. Reed were absent when the Board reassembled.

President Humphrey called attention to the fact that the Board had not considered the miscellaneous salary rates set up in the budget, and he recommended approval of all of them with the exception of R. W. Miller, Director of the Wyoming Union, who has resigned, and Mrs. Ruth Monroe, Director of Food Service, about whom President Humphrey wished to investigate some complaints before making a recommendation. Mr. Hansen moved, Mrs. Bush seconded, and it was carried that President Humphrey's recommendation be approved.

BUDGET

Miscellaneous Salaries

The discussion with regard to Mrs. Monroe's salary led into a discussion of the problem of operating the cafeteria during the coming year. President Humphrey outlined a number of procedures which might be followed, stating that he would prefer to try to work the matter out by

KNIGHT HALL CAFETERIA

securing the cooperation of students in supporting the cafeteria, meanwhile investigating the complaints that have been brought out with regard to Mrs. Monroe and the possible necessary reorganization in the Food Service. It was the consensus of the Board that Dr. Humphrey's suggested procedure was the correct one to follow.

Consideration was given next to the recommendation presented in the Addendum to the President's Report with regard to the installation of switchgear in the Power Plant, at a total estimated cost of \$105,800. President Humphrey reported that a thorough study had been made by the Stearns-Roger Manufacturing Company of Denver, which he considered a thoroughly reliable company. He stated that if the Trustees considered the installation of the switchgear of sufficient urgency that the necessary delay which would be occasioned by preparing plans and specifications and advertising for bids would handicap the University in its operation, a contract might be made with the Stearns-Roger Manufacturing Company without going through the usual procedure. After thorough discussion, which was participated in by Mr. L. G. Meeboer, Business Manager, Mr. C. B. Jensen, Superintendent of Buildings and Grounds, and Mr. E. D. Hereford, Assistant Superintendent of Buildings and Grounds, it was moved by Mr. Sullivan, seconded by Mr. Hansen, and carried that the following resolution be adopted:

WHEREAS the present switchgear in the University Power Plant is worn out, outmoded, and absolutely incapable of meeting University requirements brought about by the addition and completion of new buildings, and it is absolutely necessary to have new switchgear installed in the Power Plant; and

WHEREAS the State Legislature, at the session immediately prior to the last session, failed to appropriate the amount recommended for the installation of new switchgear; and

WHEREAS the Stearns-Roger Manufacturing Company, without cost to the University, has already made a detailed investigation of the University's power needs at considerable cost to itself; and

SWITCHGEAR FOR
POWER PLANT

WHEREAS if the usual procedure of advertising for and receiving bids is adhered to, utilization of the new switchgear will be delayed until after the opening of the fall quarter when it is sorely needed, and the procuring of an expensive temporary stand-by unit will be necessary;

THEREFORE, BE IT RESOLVED by the Board of Trustees of the University of Wyoming that the President be authorized to attempt to secure a firm commitment from the Stearns-Roger Manufacturing Company to complete the installation of new switchgear for the Power Plant by the fall opening date, and, if he can secure a firm commitment that arrangements for the work be completed at once; and

BE IT FURTHER RESOLVED that if no firm commitment can be had to procure the installation by the fall opening date, then the Board is of the opinion that no emergency exists and that stand-by help should be arranged, that immediate steps should be taken to procure the Stearns-Roger plans and specifications at as reasonable cost as possible, and that said plans and specifications should be presented to the Board at the next meeting for approval and advertising for bids.

Before Mr. Jensen left the meeting, he reported that he had contacted several institutions which are using the equipment proposed by the Simpson Electric Company for installation in the new Agriculture and Education buildings, and that all had reported complete satisfaction with the equipment. He indicated that he felt the Board would be entirely safe in accepting Mr. Simpson's bid, and the Board authorized the awarding of the contract.

President Humphrey gave the members of the Board copies of plans prepared by Mr. O. G. Woody, University Architect, showing proposed remodeling of the Normal Building to accommodate the College of Law. He also read to the Board a letter from Mr. Woody explaining the proposed plans. The cost of the remodeling, President Humphrey stated, had been estimated at \$124,000 but he felt more money than that would be needed. In connection with the discussion, he pointed out that the University will have \$369,427.87 in the oil royalty funds, a part of which could be used for the remodeling of the Normal Building. After thorough discussion of the

FURNISHING AND
INSTALLING
INTERCOMMUNICATION
SYSTEM IN NEW
AGRICULTURE AND
EDUCATION BUILDINGS

REMODELING
NORMAL BUILDING

plans, Mr. Sullivan moved, Mr. Del Monte seconded, and it was carried that the amount of \$90,000 be set aside from the oil royalty funds to be used for remodeling as much of the building as can be done with that amount. Mr. Jones moved, Mr. Sullivan seconded, and it was carried that an architect be employed to plan and supervise the work. Upon President Humphrey's recommendation, Mr. Del Monte moved, Mrs. Bush seconded, and it was carried that the firm of Hitchcock and Hitchcock of Laramie be employed as architects for the remodeling of the building.

President Humphrey reported to the Board that an overdraft of \$38,799.11 exists in the Commons account, and that it has been carried on the books for a number of years. He proposed that the amount of \$20,000 be taken from the accumulated surplus of \$32,180.85 in the Temporary Housing Accounts and applied toward the overdraft, with the remainder of the overdraft to be liquidated from time to time from the accumulated surplus in the Housing Accounts. Mr. Sullivan moved, Mrs. Bush seconded, and it was carried that President Humphrey's recommendation be approved.

COMMONS OVERDRAFT

Referring to a previous request of the Board for an explanation of the difference between the valuations on University buildings set up by Bowes and Hart and the ones set up by Van Schaack and Company, President Humphrey presented a statement from Mr. L. G. Meeboer, Business Manager, indicating that the principal differences exist in the valuations of buildings under construction, Stock and Agronomy Farms, Summer Science Camp, exclusion of non-insurable portions of buildings, and reduction of temporary buildings to salvage value. With that explanation, Mr. Burwell moved, Mr. Sullivan seconded, and it was carried that the statement of values prepared by Van Schaack and Company be approved.

Mr. Meeboer and his assistant, Mr. Elliott Hays, were invited into the meeting for a discussion of the distribution of University insurance. After some discussion of the various methods that might be followed, Mr. Meeboer was asked for his recommendation and stated that he would recommend dealing through the Wyoming State Association of Insurance Agents. Mr. Del Monte moved, Mr. Brough seconded, and it was carried that Mr. Meeboer's recommendation be accepted. The Board also approved the proposal that the insurance already in effect be allowed to remain in force until the expiration of the present policies, if cancellation would incur a loss to the University.

A petition requesting that an honorary degree be conferred upon Mrs. Mary Bellamy of Laramie, copies of which had been sent to members of the Board, was next considered. It was the feeling of the Trustees that the policy which provides for the selection of honorary degree recipients by a faculty-trustee committee should not be violated, and that since Mrs. Bellamy's name had been considered and acted upon unfavorably by several faculty-trustee committees in the past, the Board should not overrule these decisions and award a degree to Mrs. Bellamy. Mr. Newton moved, Mr. Sullivan seconded, and it was carried that the President of the Board and the President of the University be directed to write to Mrs. Mary E. Fey and others concerned with the petition and explain the Board's action.

President Humphrey next presented a letter from Mr. J. P. Steele proposing to sell to the University, at a price of \$9,600, the quonset huts which he owns east of the new Education building. President Humphrey reported that estimates he had had prepared indicate it would cost some \$30,000 to \$40,000 to get the buildings ready for occupancy by the

HONORARY DEGREE FOR
MRS. MARY BELLAMY

PURCHASE OF
QUONSET HUTS
FROM J. P. STEELE

Buildings and Grounds Department, and he recommended that Mr. Steele's proposal not be accepted. He recommended instead that the University use money now available to build a permanent unit (to be added to from time to time as money is available) for the Buildings and Grounds Department, gradually getting all of the shops, warehouses, property department, etc. located in one unit. Mr. Del Monte moved, Mrs. Patterson seconded, and it was carried that President Humphrey's recommendation be approved.

Mr. Newton brought up again the question of the discovery of tuberculosis among the University's dairy herd, and he made the following recommendations: (1) that the Animal Production Department be authorized to purchase additional milk needed and process it for sale to the Food Service, charging the cost to the auxiliary enterprises fund of the Department; (2) that the present barn and dairy herd be retained, meanwhile using every necessary precaution to prevent the spread of disease; (3) that steps be taken to bring about legislation removing the State Livestock and Sanitary Board from its present location to prevent further spread of disease among University livestock. The Board agreed with Mr. Newton's recommendations, and President Humphrey stated that he would see that they were followed.

In connection with the discussion of plans for the next meeting, President Simpson mentioned the desirability of having future meetings arranged in such a manner as to give members of the Board an opportunity to visit University buildings and property during a part of each meeting. President Humphrey stated that at the June meeting a schedule of meetings for the next fiscal year would be presented, and that definite itineraries would be arranged to permit the Trustees to become familiar with University buildings and other property.

TUBERCULOSIS IN
DAIRY HERD

NEXT MEETING

The meeting adjourned at 1 p.m. to reassemble at 9 a.m. on June 4 preceding the Spring Commencement exercises.

Respectfully submitted,



H. D. Del Monte
Secretary