

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

**October 9-10, 1952**

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

President Simpson called the Board of Trustees to order at 2 p.m. on October 9 in the Board room. The following members answered the roll call: Simpson, Del Monte, Bush, Jones, Newton, Sullivan, Brough, and, ex-officio, Humphrey. Absent were McCracken, Hansen, Patterson, Reed, and, ex-officio, Barrett and Stolt. Mr. Burwell joined the meeting at 2:40 p.m.

Mr. Brough moved that the minutes of the August 22-23 meeting of the Board be approved. Mr. Sullivan seconded the motion and it was carried.

Following announcements by President Humphrey concerning the events scheduled for the weekend, attention was given to the President's Report.

Mr. Sullivan moved, Mrs. Bush seconded, and it was carried that the following appointments be approved:

1. Mr. Richard I. Martinsen as Instructor in Music and Art in the Northern Wyoming Community College at Sheridan, effective September 1, 1952, at a salary rate of \$3,600 for the academic year 1952-53, to be paid from the deposit liability fund of the College.

2. Mr. Ellsworth G. Mason as Assistant in the Catalog Department of the Library, in charge of Serials, effective October 1, 1952, at a salary rate of \$3,600 on a twelve-month basis.

1. Mr. Jones moved that Mr. Robert L. Lang, Associate Professor of Agronomy and Associate Agronomist in the Experiment Station, be given a sabbatical leave for the period November 1, 1953, to July 1, 1954, to permit him to work toward the Ph.D. degree at the University of Nebraska, and, since Mr. Lang had no vacation in 1951-52 and does not plan to take a vacation in 1952-53, that he be permitted to take the months of

APPROVAL OF MINUTES

APPOINTMENTS

Martinsen

Mason

LEAVES OF ABSENCE

Lang

September and October, 1953, as vacation, to be added to the period of his graduate study. Mr. Sullivan seconded the motion and it was carried.

2. Mr. Sullivan moved that Dr. George E. Hollister, Head of the Department of Elementary Education, be given a leave of absence without pay for the winter and spring quarters of 1952-53 to permit him to complete work on a book which he is writing for publication.

Hollister

President Humphrey presented next information concerning the case of Miss Phianna Suttan, Assistant Cataloger in the Library, whose department head had recommended that she be dismissed from her position. President Humphrey reported in some detail the conditions which led to the recommendation for dismissal by Mr. N. Orwin Rush, Librarian. He stated that, in accordance with University regulations, the President's Advisory Committee had held an investigation which he considered to be a very fair investigation and had made the following recommendations: (1) that Mr. Rush's recommendation of dismissal be supported and that Miss Suttan be suspended from her duties; (2) that Miss Suttan be placed upon sabbatical leave status; (3) that upon the termination of her sabbatical leave she be placed upon sick leave; (4) that her employment be terminated as of the end of her sick leave; and (5) that she be permitted to resign as of that date and, if she is willing, that she accept the sabbatical and sick leaves as consideration for a release of her present contract. President Humphrey stated that he concurred in the recommendations of the Committee and recommended approval by the Board of Trustees. After a thorough discussion of the case, Mr. Jones moved that the recommendations be accepted as stated. Mr. Sullivan seconded the motion and it was carried.

DISMISSAL OF FACULTY  
MEMBER ON  
CONTINUING TENURE

1. Agricultural Substations. Mr. Burwell moved, Mr. Sullivan seconded, and it was carried that the following appropriations be made from unappropriated balances of State and Sales funds to Agricultural Substations:

Afton:

\$600 Equipment to purchase bull for breeding purposes at Afton Substation	Unappropriated State	\$ 2.90
	Unappropriated Sales	597.10
	Total	600.00

\$2,300 Contractual to purchase and install 10-ton scales for experimental weighing to replace scales condemned by the Division of Weights and Measures	Unappropriated Sales	2,300.00
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Archer:

\$85.45 to purchase feed for extra ewes from Animal Production Farm	Unappropriated State	85.45
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Clarke-McNary:

\$50 Contractual for needed express and freight over present budget due to increase in tree output as estimated this year	Unappropriated State	50.00
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Gillette:

\$32.98 Supplies for livestock feed	Unappropriated State	32.98
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Powell:

\$777 Equipment for pump, motor and equipment to furnish overhead sprinkler irrigation system for disease plots	Unappropriated State	777.00
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Sheridan:

\$1.95 Farm and Grounds supplies	Unappropriated State	1.95
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Administration:

\$499.21 Equipment to be used for Calculator, and small portable machine stand	Unappropriated State	499.21
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Mr. Newton moved, Mr. Burwell seconded, and it was carried that the following budget changes be approved:

2. College of Commerce and Industry. An appropriation of \$2,500 to provide additional amount needed to cover salary of Dean M. C. Mundell, who returned from leave on September 1, and to provide for

BUDGET CHANGESAgricultural SubstationsCollege of Commerce and Industry

a part-time instructor in Business Law.

3. Vocational Education Department. An appropriation of \$720 to cover the salary of a graduate assistant in Vocational Home Economics for the academic year 1952-53.

4. Education Building. An appropriation of \$781.64 to cover the cost of equipment needed to equip the Education auditorium stage to take care of all types of programs on the campus.

5. Journalism Department. An appropriation of \$125 to replace three enlarging lenses stolen from the Journalism Department early in August, no insurance being carried to cover the loss.

6. Wyoming Union Rents. An appropriation of \$3,191.67 to cover rent for the period September 1, 1952, through June 30, 1953, on the space in the Wyoming Union which is occupied by the Air Force ROTC unit.

President Humphrey reported that, in accordance with the direction of the Board, he had contacted the Attorney General to ask his opinion on the question of employing a member of the College of Law staff of the University on a twelve-month basis and designating him as legal counsel for the University. In view of the fact that the Attorney General expressed no objection to the proposal, President Humphrey recommended that he be authorized to investigate the possibility of employing a member of the College of Law staff on the basis indicated. Mr. Del Monte moved that President Humphrey's recommendation be approved. Mrs. Bush seconded the motion and it was carried.

A report was made to the Trustees on the action taken by the Executive Committee in awarding the contract for construction of the lodge at the University's recreation camp near Centennial to the low bidder, Bradbury and Bang, for an amount of \$28,906.75, and in accepting

Vocational Education  
Department

Education Building

Journalism Department

Wyoming Union Rents

LEGAL COUNSEL  
FOR UNIVERSITY

RECREATION LODGE

a certified check from Mr. E. L. Knight, father-in-law of one of the contractors, in the amount of the bond. President Humphrey reported, also, that the Executive Committee had authorized the following procedure for paying the difference between the low bid and the amount allocated for the construction: transfer \$3,342.60 from the recreation camp fund, \$1,724.47 from the recreation camp tours fund, and \$4,000 from the Surplus Buildings Sales Reserve to Miscellaneous Revenue and then establish a Miscellaneous Sales and Services fund appropriation for the total of the transfers as a supplement to the existing appropriation. President Humphrey recommended approval by the Board of Trustees of the action taken by the Executive Committee. Mr. Sullivan moved that the Board approve President Humphrey's recommendation. Mr. Burwell seconded the motion and it was carried.

Mr. Burwell moved that the proposed budget for the Air Force R.O.T.C. for the period September 1, 1952, to June 30, 1953, totaling \$5,150 for personal services and \$731 for expense items, be approved as presented. Mr. Sullivan seconded the motion and it was carried.

Mr. Jones moved, Mr. Sullivan seconded, and it was carried that the following change order for a total deduction of \$800 be approved:

Recreation Lodge at Mullen Creek Camp.

1. Substituting alternate wall section for those shown on Sheet (4) and also Sheet (5). Alternate section shall be 6" x 6" milled logs, eliminating 4" x 6" cols. @ 3'-6" centers. Using 4" x 6" columns between windows bearing on milled logs.
  2. Substituting 12" concrete block walls without column stems, with 18" x 8" concrete footings, reinforced with three--3/8" bars continuous, also reinforcing diagonal footings same.
- Total Deduction . . . . . \$800.00

BUDGET FOR  
AIR FORCE  
R.O.T.C.

CHANGE ORDER  
Recreation Lodge  
at  
Mullen Creek Camp

Mr. Sullivan moved that the Board approve the action taken by the Business Manager in increasing the total bodily injury provisions of the University fleet policy from \$100,000 to \$150,000 at a total additional annual cost to the University of \$36.00. Mr. Jones seconded the motion and it was carried.

In the Addendum to the President's Report one appointment was presented. Mr. Newton moved that the Board approve the appointment of Mrs. Ione Williams McClain as Librarian and Instructor in French in the Northern Wyoming Community College, effective September 1, 1952, at a salary rate of \$2,400 for the academic year 1952-53, to be paid from the deposit liability fund of the College. Mr. Burwell seconded the motion and it was carried.

Mr. Del Monte moved that approval be given to the request of Mr. Edward C. Bryant, Head of the Statistics Department, that he be granted sabbatical leave for the academic year 1953-54 to permit him to continue work toward the Ph.D. degree at Iowa State College. Mr. Sullivan seconded the motion and it was carried.

1. Agricultural Substations. Mr. Newton moved that the Board approve the following change in the budget of the Torrington Substation to permit purchase of additional feeder sheep:

Expenditures:		Source of Funds:	
Livestock - E-7	\$3,000.00	Unappropriated State	\$1,047.55
Shipping - B-6	<u>300.00</u>	Increase in 1952-53 sales estimate	<u>2,252.45</u>
	\$3,300.00		\$3,300.00

Mr. Sullivan seconded the motion and it was carried.

2. Wyoming Hall and South Wing, Knight Hall. Mrs. Bush moved that, to cover the cost of dormitory rooms for the two Inter-American

INSURANCE PROGRESS REPORT

APPOINTMENT

McClain

LEAVE OF ABSENCE

Bryant

BUDGET CHANGES

Agricultural Substations

Wyoming Hall and South Wing, Knight Hall

Scholarship holders during 1951-52, the following amounts be appropriated: \$149.60 for the room in South Wing, Knight Hall, and \$177.50 for the room in Wyoming Hall. Mr. Sullivan seconded the motion and it was carried.

3. Education Building. Mr. Sullivan moved that an appropriation of \$130.36 be made to cover the difference between the free balance in the state appropriation for the construction of the Education Building and the low bid received on providing installation of a ventilating system in the band room in the Education Building, with the provision that Porter and Bradley, architects for the building, be asked to pay the difference between the present cost of the installation and the amount it would have cost had it been included in the original plans. Mr. Brough seconded the motion and it was carried.

Education Building

4. College of Liberal Arts. Mr. Burwell moved that an appropriation of \$3,869 be made to cover additional instruction needed for the fall quarter in the following departments in the College of Liberal Arts because of the increase in freshman enrollment:

College of  
Liberal Arts

Department of English (for 3 part-time instructors)	\$1,400
Department of Mathematics (for one full-time instructor)	1,268
Department of Physics (for one full-time instructor)	<u>1,201</u>
	\$3,869

Mr. Sullivan seconded the motion and it was carried.

For the information of the Board of Trustees, President Humphrey presented enrollment data for the fall quarter of 1952-53 indicating that as of October 3 there were 2,315 students enrolled, representing a 1.76 per cent increase over the same period in the 1951-52 session, which includes a 28.72 per cent increase in enrollment of freshmen.

ENROLLMENT,  
FALL QUARTER

President Humphrey presented to the Trustees a proposal for

DIVISION OF RELATED  
STUDENT SERVICES



the establishment of a Division of Related Student Services, with Mr. R. E. McWhinnie as Director, which would include the present services of the Office of the Registrar and Director of Admissions, plus the student recruitment work of the University and responsibility for over-all University publications and promotional materials. He stated that approval of the plan would involve employment of a field secretary, perhaps a recent graduate of the University, and an office secretary. He indicated that certain affiliated developments and modifications would also be necessary: (1) the reconstituting of the University Relations Committee to serve as an advisory committee for the Director of Related Student Services; and (2) the establishment of a Public Relations Council, consisting of the following administrative officials: the Director of Agricultural Extension, the Director of Agricultural Experiment Stations, the Director of Alumni Relations and Graduate Personnel, and Director of Athletics, the Chairman of the University Relations Committee, the Director of Related Student Services (as secretary), and the President of the University (as chairman).

Dr. Humphrey stated that, because establishment of this or a similar division during 1952-53 had been anticipated when the budget was prepared, no additional appropriation would be needed for the division during 1952-53, but that the total of the proposed budget (\$6,200) could be taken from appropriations already made.

After a thorough discussion of the proposal, during which the Trustees expressed their opinions concerning the University's program of recruitment and other programs designed to interest students in the University, Mr. Del Monte moved that the proposal outlined by President Humphrey be approved. Mr. Sullivan seconded the motion and it was carried.

Mr. Sullivan moved, Mr. Brough seconded, and it was carried, that the Board approve the following change order, for a total additional cost of \$289:

Unit No. One, Service Building.

Furnish and install a specially constructed underpass section on the Northern Gas Company's six inch high pressure loop line on Lewis Street near Fifteenth Street at the point where the new steam tunnel crosses Lewis Street to the Service Building. This fitting to be of welded construction and joined to the existing six inch line with two six inch dresser couplings.

Total Addition . . . . . \$289.00

For the information of the Board of Trustees, President Humphrey presented the annual report which the Business Manager had received from the Wyoming Association of Insurance Agents regarding the University of Wyoming insurance program. The report, which covered all business with the University from the time the University's insurance business was placed with the Association in May, 1951, until May, 1952, indicated that a total of \$5,815.52 had been distributed among 104 member agencies of the Association. The report included a distribution of earnings from University insurance and also a list of net premiums credited to each agent on business done during the period. It was the consensus of the Board that the first year under the new arrangement for handling the University's insurance program had been very successful.

For the information of the Board, President Humphrey presented financial statements revised as of September 30, 1952, prepared in the office of the Business Manager.

The meeting adjourned at 5 p.m. and reassembled at 10 a.m. on

CHANGE ORDER

Unit No. One,  
Service Building.

INSURANCE

FINANCIAL REPORTS

October 10, with Mrs. Patterson and Mr. Reed present in addition to the ones who were present on the day before.

President Humphrey reported that the contractor for the lodge at the University's recreation camp near Centennial had struck a running stream of water in digging for footings for the building, and that it would be necessary to install drain tile to free the subsoil of moisture. He stated that the amount needed for the work would be \$579. He then presented a letter from Mr. O. G. Woody, University Architect, recommending that an appropriation be made to install a well which would make the water available and ready for installation of a pressure water system. The bid received from the contractor for the installation of the well was \$325. President Humphrey recommended that a total appropriation of \$904 be made to cover the cost of the two items described. Mr. Sullivan moved that President Humphrey's recommendation be approved. Mr. Burwell seconded the motion and it was carried.

President Humphrey presented the plans for the proposed new Chi Omega Sorority house which had been prepared by Holzinger and Schropfer, Architects of Casper. He stated that the plans as drawn would provide places for approximately forty girls. After some discussion, it was moved by Mrs. Bush, seconded by Mrs. Patterson, and carried that the plans be approved with the understanding that the University Architect and the Superintendent of Buildings and Grounds are to examine the plans and specifications carefully before a contract is let.

Consideration of the plans for the Chi Omega Sorority house led to a discussion of the proposal discussed at a previous meeting of the Board concerning construction loans for fraternity

RECREATION LODGE

CHI OMEGA SORORITY  
HOUSE PLANS

CONSTRUCTION LOANS  
FOR  
FRATERNITY HOUSES

houses. President Humphrey explained that he expected to have a meeting of the Interfraternity Council within the next few days to discuss with them the plan which he outlined briefly as follows: (1) the fraternity or sorority will make a down payment of a certain amount or percentage (to be decided by the Trustees); (2) the University will issue bonds to cover the difference in cost and then will levy upon each room a certain rental each month, to be paid directly to the University for use in meeting bond payments; and (3) failure to meet payments will mean forfeiture of the house to the University. After careful consideration of the problem by the Board, Mr. Jones moved that the minimum down payment by a fraternity or sorority on construction of a house be set at ten per cent of the total cost of construction, and that the maximum construction price be set at \$150,000, subject to further review by the Board. Mr. Del Monte seconded the motion and it was carried.

President Humphrey reported to the Board that he had contacted Mr. William "Scotty" Jack, Vice President of the Rocky Mountain Oil and Gas Association, concerning the possibility of holding a meeting of representatives of the oil industry in the state to discuss with them ways in which the University might be of service to the industry. He stated that Mr. Jack and Mr. Al Barrett of the General Petroleum Company came to the University to confer with him and that they expressed hearty approval of the plan. Following the conference, Mr. Jack submitted a list of people to be invited to the meeting. Dr. Humphrey stated that he would discuss with the group the need for a new Geology Building at the University and would attempt to enlist their support in securing necessary funds for the building from the next session of the Legislature. The Trustees expressed approval of President Humphrey's proposed procedure.

GEOLOGY BUILDING

Attention was called to the action taken by the Board at the August meeting in authorizing President Humphrey to investigate the possibility of having an engineering survey made in respect to an educational television station at the University. Dr. Humphrey submitted two bids which he had received--one from Mr. Warren M. Mallory, Associate Professor of Electrical Engineering at the University, totaling \$980, and one from Mr. William Grove, engineer for KFBC in Cheyenne, for \$1,000. Dr. Humphrey stated that he had also talked with several engineers in Washington but had not secured definite bids from them. After some discussion, Mrs. Bush moved that a Washington engineer be employed to make the survey, the cost of the survey not to exceed the limit of \$1,600 set by the Board at the August meeting. Mrs. Patterson seconded the motion and it was carried.

President Humphrey reported to the Trustees that he had had a very satisfactory meeting with the Legislative Interim Committee on the morning of October 9, and that the Committee had told him they would recommend to the Legislature that the appropriation year be changed to correspond with the fiscal year. It would therefore be necessary, President Humphrey stated, to prepare a budget for the period April 1, 1953, to March 31, 1955, and a separate budget for the period April 1, 1955, to June 30, 1955.

President Humphrey reminded the Trustees of the discussion at the August meeting concerning the possibility of selling fifty tons of stone from the University quarry to be used in constructing an addition to the Newcastle courthouse. He stated that the Board's decision in the matter was not acted upon, since the authorities at Newcastle decided not to purchase the stone.

EDUCATIONAL  
TELEVISION

LEGISLATIVE BUDGET

SALE OF STONE  
FROM UNIVERSITY  
QUARRY

Consideration was given next to a letter from Joe Falgien, Chairman of the Buildings and Grounds Employees Committee, requesting for Buildings and Grounds employees a salary increase of ten per cent for the year 1953 plus an additional ten per cent for the year 1954. After some discussion of the request, it was unanimously agreed by the Board that the President be directed to confer with the Committee and outline to them the Board's policy in respect to salary increases.

BUILDINGS AND GROUNDS  
EMPLOYEES, REQUESTED  
SALARY INCREASE

Mr. Simpson read a letter which he had received from Mr. Albert Kahn of Cheyenne stating his plan to establish a \$200 scholarship in speech correction in memory of his daughter, Barbara, and expressing an interest in the expansion of the University's program of speech correction. President Humphrey stated that a check for \$200 had already been received for the 1952-53 scholarship, and that the recipient would be selected within the next few days. After some discussion of Mr. Kahn's proposal, it was moved by Mr. Del Monte that the Board of Trustees express its grateful appreciation to Mr. and Mrs. Kahn for their interest in the University's program of speech correction and their fine contribution toward that program, and that President Humphrey be directed to discuss with Dr. D. G. Nichols, who has general direction of the program, plans for improving and expanding the program. The motion was seconded by Mr. Brough and carried.

BARBARA KAHN  
MEMORIAL SCHOLARSHIP  
IN SPEECH CORRECTION

President Humphrey reported that Dr. T. A. Larson, Head of the Department of History, has completed his 350-page history of Wyoming in World War II and that he has received the following bids on publication of the volume, with several other bids to be received in the near future:

HISTORY OF WYOMING  
IN WORLD WAR II

<u>Firm</u>	<u>1,000 copies</u>	<u>1,500 copies</u>	<u>2,000 copies</u>
Wheelwright, Salt Lake City	\$3,994	\$4,555	\$5,035
Kistler's, Denver	4,000	7,750	5,500
Bradford-Robinson, Denver	5,400	6,250	7,100

Two suggested plans of distribution were mentioned: (1) let the publisher handle the distribution for the first six months, and all volumes not sold at the end of that time could then be turned over to the University Bookstore, and (2) take all of the copies at once and set up a sales and distribution organization on the campus.

After thorough discussion, during which it was suggested that President Humphrey report the completion of the book to the Legislature, in view of the Legislative appropriation to subsidize preparation of the book, it was moved by Mr. Sullivan that a fund of \$5,500 be set aside to cover the cost of publishing 2,000 copies of the book, that receipts from sales of the book be credited to that fund, and that President Humphrey and Dr. Larson be authorized to select the publisher and the method of distribution. Mrs. Patterson seconded the motion and it was carried.

The meeting adjourned for lunch at 1 p.m. and reassembled at 3 p.m. with the same persons present as were present for the morning session.

The date for the next meeting of the Board was set for December 12-13. DATE OF NEXT MEETING

At 3:20 the Board recessed to go to the audio-visual room in Old Main to see some wildlife films taken by Mr. James Simon, Director of the Jackson Hole Wildlife Park, and to hear Mr. Simon's comments on the picture.

When the Trustees returned to the Board room at 4:30, President Humphrey asked the members of the committee he had appointed to study the question of permanent housing for married students to come into the meeting for a discussion of their findings. Accordingly, Dean R. H. Bruce, Dean A. L. Keeney, Mr. L. G. Meeboer, Mr. O. G. Woody, and

HOUSING FOR  
MARRIED STUDENTS

Mr. C. B. Jensen joined the meeting. For the committee Dean Bruce, chairman, reported that the estimates which they had been able to secure on the desired construction were too high to permit amortization by students over a period of thirty years without excessive charges for rent. Mr. Reed described some apartment buildings he had seen which he believed could be constructed at the University for less cost than that listed by the committee. Mr. Woody stated that he expected to have, by the next meeting of the Board, an estimate from the Portland Cement Company on the tilt-up type of construction and that perhaps the committee would have some additional recommendations to make when the Board meets again. After a full discussion of the problem, during which a number of suggestions were offered, and during which it was decided that the fifty-two Butler huts now used for housing married students should be allowed to remain on the campus for at least two or three more years, it was agreed that any action should be deferred until the next meeting of the Board of Trustees, and that the committee should be asked to continue studying the problem.

After the other members of the committee had left the room, Mr. Meeboer remained for a discussion of the suggestion made by Mr. Reed that the University deposit money in one or two banks outside Laramie, perhaps a bank in Sheridan and one in Casper. A number of questions were raised in respect to the proposal: (1) whether or not there would be any value to the University in having some of its funds deposited in banks outside Laramie; (2) whether or not the banks in question would be interested in having money deposited in an inactive account, as it would have to be; and (3) whether or not other banks in the state which were not selected would feel slighted. After a full discussion, it was moved by Mr. Del Monte that the matter be tabled. Mr. Burwell seconded

DEPOSIT IN BANKS  
OUTSIDE LARAMIE



the motion and it was carried.

Mrs. Patterson gave a brief report on the meeting of the Association of Governing Boards held in Portland, Oregon, on September 30-October 4, which she, Mr. Del Monte, Mr. Simpson, and Miss Stolt had attended. She expressed the opinion, which was confirmed by Mr. Simpson and Mr. Del Monte, that every Board member should make an effort to attend future meetings of the Association.

The meeting adjourned at 5:30 p.m.

Respectfully submitted,



H. D. Del Monte  
Secretary

ASSOCIATION OF  
GOVERNING BOARDS