

MEETING OF THE BOARD OF TRUSTEES

OF THE

UNIVERSITY OF ILLINOIS

December 11, 1928



The December meeting of the Board of Trustees of the University of Illinois was held at the Blackstone Hotel, in Chicago, at 9:30 a. m. on Tuesday, December 11, 1928.

When the Board convened, the following members were present: President Armstrong, Mrs. Busey, Mrs. Evans, Mrs. Grigsby, Mr. Trees.

President Kinley was present.

As there was no quorum, a recess was taken.

EXECUTIVE COMMITTEE MEETING, DECEMBER 11, 1928

A meeting of the Executive Committee was held at the Blackstone Hotel, in Chicago, at 9:45 a. m. on Tuesday, December 11, 1928. All the members of the Executive Committee were present: Mr. Armstrong, Chairman, Mrs. Evans, Mr. Trees; also Mrs. Busey and Mrs. Grigsby, members of the Board, and President Kinley.

MATTERS PRESENTED BY PRESIDENT KINLEY

The Executive Committee considered the following matters presented by the President of the University.

AUDIT OF ATHLETIC ASSOCIATION ACCOUNTS

(1) At the November 16 meeting of the Board I was asked to inquire whether it would not be a good thing to have an annual audit of the accounts of the Athletic Association made by an outside firm of accountants, in addition to the audits made our own people. Mr. Morey's opinion is as follows:

"Concerning the audit of the Athletic Association I would say that the only thing that we are doing that could be reduced, if we continue to make the audit, is the preparation of a report at the end of the first six months. Our plan of auditing is what is known in auditing procedure as a 'continuous audit.' We do the work from time to time when it can be done to the best advantage and the work of the year as a whole constitutes the year's audit. No work is duplicated at successive times. It has been our practice, however, to submit two reports during each year and it is possible that one report at the end of the year would now suffice." He adds: "If it is felt that the accounts should be audited by an outside firm of accountants, it would be my feeling that there would be no occasion for continuing the audit by my office. That audit is made by certified public accountants and I believe conforms to the standard of reputable accounting firms. I would not see any advantage in having the work done twice."

Mr. Huff's opinion is as follows:

"I do not believe that an audit made by an outside firm of accountants would be of any more value than that made under the direction of Mr. Morey. However, if any of the members of the Board think it advisable there certainly is no objection to having it done, and I agree with you that if such an audit is made by an outside firm that one audit by our own people would be sufficient."

It was voted, on motion of Mr. Trees, that this report be received for record and that the present practice be continued.

USE OF LABORATORIES DURING HOLIDAYS

(2) The Council of Administration, on recommendation of a special committee appointed to study and report on the matter, recommends that authority be given to open the University laboratories during the Thanksgiving, Christmas, and Easter holidays (to enable students who need more time for their laboratory work to catch up with their classes) on the following conditions:

1. That there is sufficient demand reasonably to assure the University that the expenses incurred will be defrayed by the fees collected.

2. That a scale of fees be adopted to cover expenses for laboratory materials used and for properly qualified assistants to conduct the laboratory exercises.

3. That in case laboratories are opened during such periods the assistants employed shall exercise only the ordinary duties necessary for the supervision of the work, and persons shall not be permitted to undertake such supervision who also undertake or have undertaken to become special tutors for students carrying on the laboratory work.

I concur in these recommendations.

On motion of Mrs. Evans, these recommendations were approved.

PROMOTION TO THE THIRD YEAR IN THE MEDICAL CURRICULUM

(3) The Council of Administration, acting for the Senate, on recommendation of the Faculty of the College of Medicine, recommends the adoption of the following requirement to govern promotion to the third year of medicine:

To register for any work of the third year in the College of Medicine, a student must have secured a grade of C or better in seventy-five per cent of the work of the first two years of the curriculum.

On motion of Mr. Trees, this recommendation was approved.

SABBATICAL LEAVES OF ABSENCE

(4) On recommendation of the heads of the departments and the deans concerned, I recommend that Mr. H. E. Babbitt, Professor of Sanitary Engineering, and Miss Clarissa Rinaker, Assistant Professor of English, be given sabbatical leaves of absence on one-half salary for the year 1929-30, under the rules.

They have complied with all of the requirements provided by the rules for leaves of absence.

On motion of Mrs. Evans, these leaves were granted.

**TITLES OF DR. ROSSLEENE ARNOLD HETLER AND
MISS ANNA SCHREIBER**

(5) On recommendation of Dean Mumford, I recommend that the title of Dr. Rossleene Arnold Hetler, Assistant Professor of Nutrition, be amended by the addition of "Assistant Chief in Nutrition," and that that of Miss Anna Schreiber, Instructor in Foods, be amended by the addition of "First Assistant in Foods," in order that they may have Experiment Station titles, as they are both doing Purnell work.

On motion of Mr. Trees, these recommendations were approved.

**APPROPRIATION FOR CUT STONE WORK ON
ARCHITECTURAL BUILDING**

(6) On request of the Supervising Architect I recommend that an appropriation of \$360 be made from the Reserve and Contingent Fund to pay a claim of the Adam Groth Company, who did the cut stone work on the Architectural Building, for extra labor required on the carved panels on the east and west ends of the building because of elaboration of the carving required after their bid was accepted.

On motion of Mr. Trees, this appropriation was made by the following vote: Aye, Mr. Armstrong, Mrs. Evans, Mr. Trees.

**APPROPRIATION FOR HAY SHED AND TARGET RANGE
FOR MILITARY DEPARTMENT**

(7) For some time we have needed a storage shed for the hay furnished by the War Department for the Military Department animals. There is also need for a target range in the Armory. After studying the matter carefully the Supervising Architect has submitted estimates of the cost of providing these facilities and requests an appropriation of \$7,500 for these purposes.

Therefore, I recommend that an appropriation of \$7,500 be made from the Reserve and Contingent Fund to be expended as follows:

1. For a Hay Storage Shed, \$4,500.
2. For a Target Range, \$3,000.

On motion of Mrs. Evans, this appropriation was made, by the following vote: Aye, Mr. Armstrong, Mrs. Evans, Mr. Trees.

APPOINTMENT OF DEAN DAVENPORT

(8) Pursuant to the action of the Board at its last meeting, I have conferred with Dean Eugene Davenport concerning his return to full-time active service as special assistant to the President at his old salary. He agrees to do this on these terms. Accordingly, I request an appropriation of \$3,500 from the Reserve and Contingent Fund, or so much thereof as may be necessary,

to pay the balance of his full-time salary and to meet such expenses as his work may entail in travel and clerical service and otherwise for such a period as I may need him, not to extend beyond the end of June next and beginning when he reports for duty.

On motion of Mr. Trees, this appropriation was made, by the following vote: Aye, Mr. Armstrong, Mrs. Evans, Mr. Trees.

APPROPRIATION FOR ELECTRICAL ENGINEERING LABORATORY

(9) Professor White informs me that after consulting with Dean Ketchum and Professor Paine, he is of the opinion that when the old Laboratory for Theoretical and Applied Mechanics is vacated, on completion of the new structure, it should be connected with the present Electrical Engineering Laboratory on the other side of the Boneyard, both buildings entirely remodeled and the Laboratory equipped with up-to-date apparatus, and rewired. After studying his proposal it seems to me that the plan is an excellent one and will give the University a first-class Electrical Engineering Laboratory with plenty of room, although, of course, not in a new building. This will be far cheaper than a new building. Therefore, I have approved Professor White's suggestion and concur in recommending to you the necessary appropriations. The amount required will be \$50,000, of which about \$23,000 will be necessary for the material construction to connect the buildings, \$15,000 for remodeling, and the balance for equipment. I therefore recommend an appropriation of \$50,000 from the Reserve and Contingent Fund for these purposes.

On motion of Mr. Trees, this appropriation was made, by the following vote: Aye, Mr. Armstrong, Mrs. Evans, Mr. Trees.

COOPERATIVE INVESTIGATION OF CLAY SEWER PIPE

(10) On recommendation of the Dean of the College of Engineering, I recommend approval of two agreements with the Clay Products Association of Chicago for cooperative investigations to be carried on in the Engineering Experiment Station, viz.:

1. An investigation of clay sewer pipe. The agreement has been executed for a period of one year from February 1, 1929, and the Association agrees to pay the University \$6,000 for the expenses of the investigation.

2. An investigation of jointing materials for clay sewer pipe. The agreement has been executed for a period of two years from February 1, 1929, and the Association agrees to pay the University \$2,000 for the expenses of the investigation.

These agreements are of the form and character authorized by the Board for cooperative investigations.

On motion of Mr. Trees, these agreements were approved.

REPORT OF CONTRACTS AND PURCHASE ORDERS

(11) The following report from the Comptroller of contracts and purchase orders executed since the last report was made.

CONTRACTS EXECUTED BY THE COMPTROLLER NOVEMBER 11, 1928, TO DECEMBER 6, 1928

Miscellaneous contracts executed under general regulations.

<i>Name</i>	<i>Amount</i>	<i>Date</i>	<i>Item</i>
American Can Company	Prices based on tin plate market with provisions for readjustment with the market.	August 20, 1928	The University agrees to buy all Sanitary Tin Cans from January 1, 1929, to December 31, 1931, from this Company.
American Can Company	Provides for reduction from prices in above contract if deliveries are made in certain months.	August 29, 1928	Special reduction in price on all Sanitary Tin Cans delivered and paid for from October 15 of each year to March 31 of the following year during time of contract now in force.

**PURCHASE ORDERS ISSUED IN NOVEMBER AMOUNTING
TO \$1000 OR MORE**

<i>Department</i>	<i>Firm</i>	<i>Description</i>	<i>Amount</i>	<i>Procedure</i>
Supervising Architect	General Electric Company	Turbine Generator	\$18 145 00	Competitive ¹
Agronomy	W. S. Dickey Clay Company	Tile	1 040 00	Competitive
Animal Husbandry	Chicago Producers Commission Association	Calves	6 325 00	Arranged by Prof. Rusk
Art and Design	Grand Central Art Galleries	Paintings and Bronzes	8 600 00	Arranged by Committee
Animal Husbandry	American Hereford Cattle Breeder's Association	Hereford Bull	1 000 00	Arranged by Prof. Rusk
Supervising Architect	Kent and Company	Paving around Garage	2 174 52	Arranged by Supervising Architect
University Press	Rogers Printing Company	Printing Volume 2 Studies in Nutrition	3 000 00	Competitive
Annual Register	Bradner Smith and Company	Paper	1 944 00	Competitive

¹Reported to Board November 16, 1928.

This report was received for record.

USE OF FIELD REFRIGERATOR

(12) The Department of Agronomy has made arrangements with the United States Department of Agriculture for the use of a field refrigerator which belongs to the United States Department and which the latter will not need until May, 1929. The proposal is to bring the machine from Bloomington to Urbana to be used here in some of the Experiment Station projects, and to return the machine to Bloomington next spring. The representative of the United States Department suggests that the University take out fire and tornado insurance on this equipment during the time it is in our possession. Dean Mumford concurs in this suggestion, and, therefore, I recommend that authority be given to take out the necessary insurance, the cost to be charged to the Department of Agronomy.

On motion of Mrs. Evans, this recommendation was approved.

SOY BEAN STORAGE TESTS

(13) Sometime ago I authorized the Agricultural Experiment Station to make arrangements with Mr. Eugene Funk, the seed man of Bloomington, for the storage of 600 bushels of soy beans in our experiment storage bins on the south farm from about November 1, 1928, to September 1, 1929, to be used in a study of the storage, shrinkage, and artificial drying of farm crops. The only expense involved in connection with the use of these beans, at the time the proposal was put up to me, was the delivery of the beans from our bins to the railroad station after we are through with them. (The beans were to be delivered to our bins by local growers.)

Dean Mumford feels that we should assume some responsibility in connection with this matter, chiefly the risk of fire, inasmuch as the beans do not belong to us and their storage in our bins is to the University's advantage.

Therefore, I recommend that the University insure these beans for \$800 against any loss and that the cost be met from funds of the Department of Agronomy.

On motion of Mrs. Evans, this recommendation was approved.

CONTRACT FOR PRINTING OF ANNUAL REGISTER

(14) The Comptroller submits the following quotations received by the Purchasing Agent for printing and binding the Annual Register for 1928-29:

Rogers Printing Company, Dixon, Illinois.....	\$6800
Gentry Printing Company, Chicago, Illinois.....	7025
W. B. Conkey Company, Hammond, Indiana.....	7340
Review Printing and Stationery Company, Decatur, Illinois.....	9820
Rand McNally and Company, Chicago, Illinois.....	No quotation
R. R. Donnelly and Sons, Chicago, Illinois.....	No quotation

Pantagraph Printing and Stationery Company, Bloomington,
 Illinois.....No quotation
 Jefferson Printing Company, Springfield, Illinois.....No quotation

The above amounts are based on unit prices as applied to last year's Register.

The Purchasing Agent, the Director of the University Press, and the Comptroller recommend that the contract be awarded to the Rogers Printing Company of Dixon, the low bidder.

I concur.

On motion of Mr. Trees, this award was made to the low bidder as recommended.

PORTRAIT OF DEAN THOMAS ARKLE CLARK

(15) A year and a half or so ago, a group of students and members of the faculty organized a committee to raise funds for a portrait of Dean Thomas Arkle Clark. Funds were raised and the portrait was painted by Mr. Charles W. Hawthorne. The portrait is now offered the Board by the following letter.

URBANA, ILLINOIS, December 5, 1928

President David Kinley, 355 Administration Building

DEAR MR. PRESIDENT:

For the committee in charge of the portrait of Dean Clark, painted by Mr. Charles W. Hawthorne, I am very glad, through you, to present to the Board of Trustees of the University this portrait which has been made possible by the generosity of students and friends of Dean Clark.

Very truly yours,

LA FORCE BAILEY

I recommend that the portrait be accepted.

On motion of Mr. Trees, this portrait was accepted.

LEASE, AMERICAN CAN COMPANY

(16) A recommendation from Dean Mumford, in which I concur, that we renew a lease with the American Can Company for the use of a closing machine and change parts, at a rental of \$1.00 a year, plus an insurance fee of \$14.

On motion of Mr. Trees, the renewal of this lease was authorized.

At this point, Dr. Noble took his place with the Board, and the Executive Committee adjourned.

SECOND SESSION, DECEMBER 11, 1928

When the Board convened after the recess on December 11, 1928, the same persons were present as before, and Dr. W. L. Noble was present.

MINUTES APPROVED

The Secretary presented the minutes of the meeting of November 16, 1928. On motion of Mrs. Grigsby, the minutes were approved as printed on pages 77 to 89 above.

ATHLETIC ASSOCIATION EMPLOYEES

On recommendation of President Kinley, and on motion of Mr. Trees, the Board approved the proposal of the Athletic Association to extend the University's plan of compensation for accidents, retiring allowances, and death benefits, to its staff of employees, at its expense.

MILITARY TRAINING

President Armstrong presented for Mr. Barr the following recommendation:

After consideration of the arguments presented by Dr. Paul H. Douglas and his associates at the Board Meeting on May 23, 1928, in favor of abolishing prescribed military training at the University and also the arguments presented on the other side by the delegates from certain patriotic societies heard at the meeting of June 12, 1928, I recommend that the University adhere to its present policy with reference to military training.

GEORGE A. BARR

On motion of Mrs. Evans, this recommendation was accepted and approved.

BOOTH-ST. LOUIS BONDS

Mr. Trees, for the Finance Committee, presented a recommendation that the Treasurer and the Comptroller be authorized and directed to dispose of the bonds of the Booth-St. Louis Cold Storage Company, given by the late Senator McKinley, at a price of 95 or better.

On motion of Mr. Trees, this recommendation was adopted.

PLANS FOR STADIUM

On motion of Mr. Trees, it was voted that the Board permit and authorize the Athletic Association to replace the wooden bleachers now at the south end of the Stadium with concrete seats, constructed in accordance with the original design and plans of the entire structure, the whole expense to be met by the Athletic Association out of its own funds, without any expenditure of University funds, the choice of architect and all plans and details to be subject to the approval of the Board, on recommendation of the Supervising Architect who shall also have supervision of construction.

APPOINTMENTS MADE BY PRESIDENT KINLEY

The Secretary presented for record the following list of appointments made by the President of the University:

Burrows, S. J., Assistant in Anatomy, in the College of Medicine, on one-fourth time, for seven months beginning November 1, 1928, at a cash compensation at the rate of twenty-eight dollars twelve and one-half cents (\$28.12½) a month. (November 19, 1928)¹

Crile, Dennis, Associate in Anatomy, in the College of Medicine, on one-fourth time, for nine months beginning November 1, 1928, at a cash compensation at the rate of forty dollars (\$40) a month. (November 19, 1928)

Dahlenburg, L. A., Junior Accountant in the Business Office, for ten months beginning November 1, 1928, at a cash compensation at the rate of one hundred sixteen dollars (\$116) a month (this superseding his previous appointment). (November 14, 1928)

Douglass, James, Bookkeeper in the Auditing Division of the Business Office, for ten months beginning November 1, 1928, at a cash compensation at the rate of sixty-five dollars (\$65) a month (this superseding his previous appointment). (November 14, 1928)

Gasser, John, Assistant in Anatomy, in the College of Medicine, on one-fourth time, for seven months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Goodman, Catherine, Bookkeeper in the Department of Farm Organization and Management, in the College of Agriculture, for nine months beginning December 1, 1928, subject to the rules of the Civil Service Commission, at

¹The date in parenthesis is the date on which the appointment was made by the President of the University.

a cash compensation at the rate of ninety-one dollars sixty-six cents (\$91.66) a month. (November 20, 1928)

Hoover, Rodney Bruce, Special Research Assistant in Mining Engineering, in the Engineering Experiment Station, in the College of Engineering, beginning December 16, 1928, on indefinite tenure, at a cash compensation at the rate of one hundred eighty dollars (\$180) a month. (December 3, 1928)

Hull, Thomas G., Assistant Professor of Pathology and Bacteriology, in the College of Medicine, for nine months beginning December 1, 1928, without salary. (December 5, 1928)

Jacobson, J. R., Assistant in Anatomy, in the College of Medicine, on one-fourth time, for seven months beginning November 1, 1928, at a cash compensation at the rate of eighteen dollars seventy-five cents (\$18.75) a month. (November 19, 1928)

Joranson, Y., Associate in Anatomy, in the College of Medicine, on one-fourth time, for nine months beginning November 1, 1928, at a cash compensation at the rate of sixty dollars (\$60) a month. (November 19, 1928)

Kearns, Jerry Joseph, Assistant in Anatomy, in the College of Medicine, on one-fourth time, for three months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Kubitz, Oskar Alfred, Assistant in Philosophy, on one-half time, for five months beginning February 1, 1929, at a cash compensation at the rate of sixty dollars (\$60) a month. (December 5, 1928)

LaBine, Isabel Olive, Stenographer in the Department of Surgery, in the College of Medicine, beginning December 17, 1928, and continuing until September 1, 1929, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of one hundred twenty-five dollars (\$125) a month. (December 5, 1928)

McDaniel, P. H., Assistant in Anatomy, in the College of Medicine, on one-fourth time, for seven months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Machamer, Jerome Ellis, Special Research Assistant in Mining Engineering, in the Engineering Experiment Station, in the College of Engineering, beginning December 1, 1928, on indefinite tenure, at a cash compensation at the rate of two hundred fifty dollars (\$250) a month. (December 3, 1928)

Madden, E. E., Assistant in Anatomy, in the College of Medicine, on one-fourth time, for three months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Markin, Leonard, Assistant in Pediatrics, in the College of Medicine, for eleven months beginning October 1, 1928, without salary. (November 19, 1928)

O'Brien, George Francis, Assistant in Anatomy, in the College of Medicine, on one-fourth time, for three months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Pence, Dwight, Assistant in Anatomy, in the College of Medicine, on one-fourth time, for three months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Pilka, H. J., Assistant in Anatomy, in the College of Medicine, on one-fourth time, for seven months beginning November 1, 1928, at a cash compensation at the rate of twenty-eight dollars twelve and one-half cents (\$28.12½) a month. (November 19, 1928)

Platin, Joseph Walkon, Instructor in Genito-Urinary Surgery, in the College of Medicine, beginning November 13, 1928, and continuing until September 1, 1929, without salary. (November 19, 1928)

Rubin, H. H., Assistant in Anatomy, in the College of Medicine, on one-fourth time, for three months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 19, 1928)

Sabo, John P., Assistant in Athletic Coaching, in the College of Education, for seven months beginning December 1, 1928, at a cash compensation at the rate of one hundred ten dollars (\$110) a month. (December 3, 1928)

Stein, Emil James, Instructor in Surgery, in the College of Medicine, beginning October 23, 1928, and continuing until September 1, 1929, without salary. (November 14, 1928)

Stein, Emil James, Instructor in Anatomy, in the College of Medicine, on one-fourth time, for seven months beginning November 1, 1928, at a cash compensation at the rate of twenty-five dollars (\$25) a month. (November 14, 1928)

Symons, Virginia Thompson, Stenographer and Record-keeper in the Department of Horticulture, in the College of Agriculture, for nine months beginning December 1, 1928, at a cash compensation at the rate of ninety dollars (\$90) a month. (November 19, 1928)

Watson, Walter T., Assistant in Sociology, for five months beginning February 1, 1929, at a cash compensation at the rate of two hundred dollars (\$200) a month. (December 6, 1928)

White, A. R., Assistant in Anatomy, in the College of Medicine, on one-half time, for seven months beginning November 1, 1928, at a cash compensation at the rate of sixty-eight dollars seventy-five cents (\$68.75) a month. (November 19, 1928)

Zechel, G., Instructor in Anatomy, in the College of Medicine, on one-fourth time, for nine months beginning November 1, 1928, at a cash compensation at the rate of forty dollars (\$40) a month (this superseding his previous appointment). (November 14, 1928)

TIME OF JANUARY MEETING

On motion of Mr. Trees, the Board adjourned to meet at the Blackstone Hotel, in Chicago, at 9:30 a. m. on Wednesday, January 9, 1929.

H. E. CUNNINGHAM

Secretary

J. W. ARMSTRONG

President