

MEETING OF THE BOARD OF TRUSTEES

OF THE

UNIVERSITY OF ILLINOIS

March 14, 1939
With Adjourned Session of
March 25, 1939



The annual meeting of the Board of Trustees of the University of Illinois was held at the Blackstone Hotel, in Chicago, at 10 o'clock a.m. on Tuesday, March 14, 1939.

The following members were present: President Mayer, Mr. Jensen, Mr. Karraker, Mr. Moschel, Mrs. Plumb, Mr. Pogue, Mr. Wieland.

President Willard was present; also Mr. A. J. Janata, Assistant to the President, Professor Lloyd Morey, Comptroller, the Secretary, and, during part of the day, Judge Sveinbjorn Johnson, University Counsel, Director C. S. Havens, of the Physical Plant Department, and Mr. E. L. Stouffer, Assistant Supervising Architect.

MINUTES APPROVED

The Secretary presented the minutes of the meeting of February 11, 1939.

On motion of Mr. Karraker, the minutes were approved as printed on pages 211 to 238 above.

ELECTION OF OFFICERS

On motion of Mr. Karraker, Mrs. Plumb was elected Chairman of the meeting for the election of a President of the Board. Mrs. Plumb took the chair and presided during the organization proceedings.

MR. OSCAR G. MAYER ELECTED PRESIDENT OF THE BOARD

Mr. Pogue nominated Mr. Oscar G. Mayer, of Chicago, for the office of President of the Board for the ensuing year.

On motion of Mr. Moschel, the nominations were closed, and the Secretary was instructed to cast the unanimous vote of the meeting for Mr. Mayer as President. The ballot was cast, and Mr. Mayer was declared elected President of the Board.

MR. HARRISON E. CUNNINGHAM ELECTED SECRETARY

On motion of Mr. Moschel, Mr. Harrison E. Cunningham, of Urbana, was elected Secretary of the Board for one year.

PROFESSOR LLOYD MOREY ELECTED COMPTROLLER

On motion of Mr. Mayer, Professor Lloyd Morey, of Urbana, was elected Comptroller for one year.

MR. FRANK M. GORDON ELECTED TREASURER

On motion of Mr. Pogue, Mr. Frank M. Gordon, of Chicago, was elected Treasurer for two years, under the same conditions of bond as at present.

EXECUTIVE COMMITTEE ELECTED

Mr. Pogue nominated Mr. L. C. Moschel, and Mr. Mayer nominated Mrs. Glenn E. Plumb, to serve, with the President of the Board as Chairman, as members of the Executive Committee for the ensuing year.

On motion of Mr. Karraker, the nominations were closed, and the Secretary was instructed to cast the unanimous vote of the meeting for Mr. Moschel and Mrs. Plumb as members of the Executive Committee. The ballot was cast, and Mr. Moschel and Mrs. Plumb were declared elected.

TREASURER'S BOND

On motion of Mr. Karraker, the amount of the Treasurer's bond was fixed at \$750,000, in an acceptable surety company.

On motion of Mr. Moschel, the Finance Committee was instructed to see that the Treasurer secure a satisfactory bond, and to report it to the Board for approval.

AUTHORITY TO RECEIVE MONEY

On motion of Mr. Pogue, the following resolution was adopted:

Resolved, that the Treasurer of the Board of Trustees of the University of Illinois be, and he hereby is, authorized to receive and receipt for all moneys, and to endorse all orders, drafts, and checks due and payable to the Board of Trustees or to the University of Illinois, and especially all drafts drawn by the Treasurer of the United States payable to the Board of Trustees or the University of Illinois.

DELEGATION OF SIGNATURES

On motion of Mr. Moschel, the following resolution was adopted:

Resolved, that the President and the Secretary of the Board of Trustees of the University of Illinois are authorized to delegate the signing of their names

as President and Secretary, respectively, to vouchers to be presented to the State Auditor, and to warrants drawn on the Treasurer of the University, under the following conditions:

The President of the Board of Trustees is authorized to delegate to C. H. Pratt, to L. M. Dahlenburg, and to C. C. DeLong, authority to sign his name as President of the Board of Trustees to vouchers against the State Auditor; and to delegate to C. A. Webber, and to H. F. Thornes, authority to sign his name to warrants on the University Treasurer covering vouchers approved in accordance with regulations approved by the Board.

The Secretary of the Board of Trustees is authorized to delegate to H. C. Oesterling, to Anna L. Neuber, and to Maude Archdeacon, authority to sign his name as Secretary of the Board of Trustees to vouchers against the State Auditor and to warrants on the University Treasurer, covering vouchers approved in accordance with regulations of the Board. And be it further

Resolved, that The First National Bank of Chicago as a designated depositary of Frank M. Gordon, Treasurer of this corporation, be and it (including its correspondent banks) is hereby requested, authorized, and directed to honor checks, drafts, or other orders for the payment of money drawn in this corporation's name, including those drawn to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signatures of any two of the following: Oscar G. Mayer, President, and H. E. Cunningham, Secretary; and The First National Bank of Chicago (including its correspondent banks) shall be entitled to honor and to charge this corporation for all such checks, drafts, or other orders, regardless of by whom or by what means the facsimile signature or signatures thereon may have been affixed thereto, if such facsimile signature or signatures resemble the facsimile specimens duly certified to or filed with The First National Bank of Chicago by the Secretary or other officer of this corporation. And be it further

Resolved, that the Auditor of Public Accounts is hereby authorized and directed to honor vouchers bearing facsimile signatures of the President and the Secretary of the Board of Trustees of the University of Illinois if such facsimile signatures resemble the facsimile specimens duly certified to or filed with the Auditor of Public Accounts by the Secretary.

STANDING COMMITTEES

In accordance with the By-Laws, the standing committees, appointed by President Mayer on March 25, 1939, are printed here.

Finance: HAROLD A. POGUE, Chairman, LOUIS C. MOSCHEL, ORVILLE M. KARRAKER.
Buildings and Grounds: HOMER MAT ADAMS, Chairman, HAROLD A. POGUE, LOUIS C. MOSCHEL, ORVILLE M. KARRAKER, FRANK A. JENSEN.

Sub-Committee on Landscaping: FRANK A. JENSEN, Chairman, MRS. GLENN E. PLUMB, HOMER MAT ADAMS.

General Policy: JAMES M. CLEARY, Chairman, HAROLD A. POGUE, ORVILLE M. KARRAKER.

Patents: HAROLD A. POGUE, Chairman, MRS. GLENN E. PLUMB, KARL A. MEYER.

Chicago Departments: MRS. GLENN E. PLUMB, Chairman, JAMES M. CLEARY, KARL A. MEYER.

Affiliated Student Activities: ORVILLE M. KARRAKER, Chairman, MRS. GLENN E. PLUMB, HOMER MAT ADAMS.

Student Welfare: KARL A. MEYER, Chairman, JAMES M. CLEARY, HOMER MAT ADAMS.

Alumni: LOUIS C. MOSCHEL, Chairman, HAROLD A. POGUE, JAMES M. CLEARY.

Agriculture: LOUIS C. MOSCHEL, Chairman, KARL A. MEYER, FRANK A. JENSEN.

APPRECIATION OF SERVICES OF PRESIDENT MAYER

On motion of Mrs. Plumb, the Board made record of its appreciation of the services of Mr. Oscar G. Mayer as President during the past year.

Mr. Mayer took the chair, and expressed his thanks to the Board for the honor conferred on him.

APPRECIATION OF SERVICES OF MRS. FREEMAN

On motion of Mrs. Plumb, the President of the University was requested to express to Mrs. Nellie V. Freeman the appreciation of the Board for her services to the University and to the State during her term as Trustee just ended.

MATTERS PRESENTED BY PRESIDENT WILLARD

The Board considered the following matters presented by the President of the University.

STATEMENT OF UNAPPROPRIATED RESERVES AS AT MARCH 8, 1939

(1) The following statement from the Comptroller:

I. UNAPPROPRIATED BUDGET INCOME

(From estimated income for 1938-1939)

| | | |
|---|-------------|-------------|
| Balance, February 7, 1939..... | \$16 076 00 | |
| Deduct: | | |
| Changes made by President: | | |
| Dean of Men salaries..... | 200 00 | |
| Unappropriated budget income balance March 8, 1939..... | | \$15 876 00 |

II. UNAPPROPRIATED GENERAL RESERVE

(From balance of June 30, 1938)

| | | |
|---|--------------------------|------------------------|
| Deficit, February 7, 1939..... | \$15 082 51 ¹ | |
| Deduct: | | |
| Previous balances reappropriated July 1, 1938, not used..... | \$1 050 60 | |
| Encumbered balances carried forward July 1, 1938, not used..... | 72 97 | 1 123 57 |
| Unappropriated general reserve deficit March 8, 1939..... | | 13 958 94 ¹ |
| Combined book balance, March 8, 1939..... | | \$ 1 917 06 |

¹Deduct, deficit.

This report was received for record.

TRANSFER OF UNEXPENDED BALANCES TO GENERAL FUNDS

(2) The action of the Board of Trustees in approving the budget for each year provides that "when appointments are made at salary rates less than the amounts provided in the budget, the unused balance will lapse at that time." Accordingly, balances in the salaries budgets of the various departments of the University due to positions not filled during 1938-1939, or to appointments at salaries less than the budgetary provisions, totaling \$96,686.28, are lapsing into the General Reserve Fund. Lists of these items are being given to the Secretary of the Board and the Comptroller for record.

This report was received for record.

APPROPRIATION TO THE COLLEGE OF DENTISTRY

(3) A recommendation that an assignment of \$4,500 be made from the General Reserve Fund to the Infirmary of the College of Dentistry, to supplement its operating budget for the current fiscal year. This adjustment is necessary because of the increase in the number of students and the consequent increase in the volume of work done in the Infirmary. This has also resulted in an increased income, which will more than offset the increased expenses.

On motion of Mr. Jensen, this appropriation was made as recommended, by the following vote: Aye, Mr. Jensen, Mr. Karraker, Mr.

Mayer, Mr. Moschel, Mrs. Plumb, Mr. Pogue, Mr. Wieland; no, none; absent, Mr. Adams, Mr. Cleary, Mr. Horner, Dr. Meyer.

FUNDS FOR ILLINI UNION BUILDING CAMPAIGN

(4) On December 17, 1938 (Minutes, page 176), a recommendation was made to the Board for an assignment of \$6,000 to the University of Illinois Foundation for the expenses of the campaign to raise funds for the Illini Union Building. An assignment of \$3,000 was made with the understanding that an additional \$3,000 would be allocated later if funds were available.

I recommend approval of this additional assignment from the General Reserve Fund.

On motion of Mr. Moschel, this appropriation was made as recommended, by the following vote: Aye, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mr. Moschel, Mrs. Plumb, Mr. Pogue, Mr. Wieland; no, none; absent, Mr. Adams, Mr. Cleary, Mr. Horner, Dr. Meyer.

APPROPRIATION FOR STUDENT RECREATIONAL ACTIVITIES

(5) A recommendation from the Director of the School of Physical Education that a provision be made in the budget for 1939-1940 for an expansion of the recreational sports program and to stimulate a greater use of the University's recreational facilities by the student body. This will include the following:

- (a) Appointment of a half-time instructor as supervisor of recreational sports.
- (b) Opening both the George Huff Gymnasium and the Old Gymnasium until 10 o'clock in the evening.
- (c) Opening the swimming pool in each gymnasium one night each week.
- (d) Employing two attendants (one for each gymnasium) to supervise the use of the two gymnasiums.
- (e) Employing four pool attendants one night each week.

The estimated cost of this program would be as follows:

| | |
|--|----------------|
| Recreational Sports Supervisor (half time)..... | \$1 200 |
| Two gymnasium attendants (one for each gymnasium at 40¢ per hour) .. | 700 |
| Four pool attendants (2 for each pool at 40¢ per hour) | 200 |
| Supplies..... | 200 |
| <i>Total</i> | <u>\$2 300</u> |

The Directors of the Athletic Association have indicated that beginning September 1, 1939, the Association will assume the cost of this program. In the meantime, it would be desirable to inaugurate it, in a small way, during the current academic year. This would involve an appropriation of \$400.

I recommend the approval of this program and an assignment of \$400 from the General Reserve Fund for the expenses thereof during the current year.

On motion of Mr. Jensen, this appropriation was made as recommended, by the following vote: Aye, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mr. Moschel, Mrs. Plumb, Mr. Pogue, Mr. Wieland; no, none; absent, Mr. Adams, Mr. Cleary, Mr. Horner, Dr. Meyer.

FUND FOR FARM BUREAU FARM MANAGEMENT PROJECT IN THE DEPARTMENT OF AGRICULTURAL ECONOMICS

(6) For a number of years the Department of Agricultural Economics has carried on a research and extension project in Farm Management in cooperation with Farm Bureaus and individual farmers. Heretofore the latter have paid a fee of approximately \$15 a year, which has been collected by the local association of farmers and used to pay the salary and expenses of a resident farm management expert who visits their farms periodically, gives advice, and assists in the keeping of records and accounts. The account books resulting from this work are sent to the University for analysis by the Department of Agricultural Economics.

A group of more than 200 cooperating farmers have agreed to contribute to the University \$6 for each farm record which the Department of Agricultural

Economics closes for their organization. This year they will contribute approximately \$1,200, which will cover the clerical expense in the preparation of reports to be returned to the cooperators.

The Dean of the College of Agriculture recommends authorization of a fee of \$6 per farm record for this service and the appropriation of this income, estimated at \$1,200, for the current fiscal year, to the Department of Agricultural Economics to cover the expenses of this project. I concur and recommend the establishment of a revolving fund for farm accounting in the Department of Agricultural Economics, the balance to be carried forward from year to year, provided that if and when this work becomes standardized in such a way that it can be incorporated in the departmental budget the special fund will be discontinued and the operations included in the regular budget of the Department.

This fee was authorized, the revolving fund was established, and the appropriation made as recommended, by the following vote: Aye, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mr. Moschel, Mrs. Plumb, Mr. Pogue, Mr. Wieland; no, none; absent, Mr. Adams, Mr. Cleary, Mr. Horner, Dr. Meyer.

SUMMER SESSION BUDGET AND STAFF

(7) A recommendation for the approval of the following appointments to the Summer Session Staff for 1939, the positions and salaries being indicated in each case; and a request that the President be authorized to make such adjustments in the Summer Session budget and such additional appointments as may be necessary. The work of teaching in the Summer Session is additional service not contemplated in the appointment of members of the teaching staff for service during the regular academic year, and it therefore necessitates additional compensation as shown in each case.

The Board of Trustees appropriated \$130,000 for salaries and other expenses for the Summer Session of 1939. The salaries budget submitted herewith totals \$121,269.15.

On motion of Mr. Wieland, appointments were made and authority was granted to the President of the University as requested.

New Appointments to 1939 Summer Session

The Summer Session budget for 1939 includes recommendations for appointments of the following individuals who have not been members of the faculty:

GEORGE WELLS BEADLE, Professor of Biology, Stanford University, as Visiting Professor of Zoology.

DESMOND WRIGHT BITTINGER, University of Pennsylvania, as Assistant in Education.

LAURA CATHERINE COLVIN, Assistant Librarian and Head Cataloger, Agnes Scott College, as Instructor in Library Science.

Mrs. VERA SOUTHWICK COOPER, Librarian, DePauw University, as Assistant Professor of Library Science.

GEORGIA ELIZABETH FARWELL, Student, University of Illinois, as Library Assistant in University High School.

VERA EVELYN GOESSLING, Librarian, Centralia Township High School, as Instructor in Library Science.

RUTH MARIA HASSINGER, Instructor, P.E. for Women, Iowa State College, as Instructor in Physical Education for Women.

RALPH WOODARD HOUSE, Student, Pennsylvania State College, as Assistant in Education.

LEVI ROBERT LIND, Associate Professor of Greek and English at Wabash College, as Associate Professor of the Classics.

WINIFRED B. LINDERMAN, Librarian, Garden City High School, Garden City, New York, as Instructor in Library Science.

LOIS MAE LYMPUS, Urbana High School Library, as Assistant in Library Science.

CHARLES BARBER MUELLER, Student, Washington University Medical School, as Assistant in Zoology.

HOWARD WHITE, Professor and Head of Department of Government and Politics, Miami University, as Professor of Political Science.

SUMMER SESSION SALARY BUDGET, 1939

ADMINISTRATION¹

| | | |
|---|---------------|-------------|
| R. B. Browne, Acting Director ($\frac{1}{10}$ time)..... | \$750 00 | |
| (Also Assistant Professor of Education) | | |
| Lillian Hart, Executive Clerk (Exempt) ($\frac{1}{8}$ time)..... | 480 00 | |
| Frances Patton, Stenographer (C.S.) ($\frac{2}{5}$ time)..... | <u>500 00</u> | \$ 1 730 00 |

AGRICULTURE²

Agricultural Economics

| | | |
|---|---------------|--------|
| H. C. M. Case, Professor, Head of Department ($\frac{3}{8}$ time)... | 337 50 | |
| C. L. Stewart, Professor ($\frac{3}{8}$ time)..... | <u>318 71</u> | 656 21 |

Agricultural Engineering

| | | |
|--|---------------|--------|
| E. W. Lehmann, Professor, Head of Department ($\frac{3}{8}$ time) | 337 50 | |
| A. L. Young, Assistant Professor ($\frac{3}{8}$ time)..... | <u>187 50</u> | 525 00 |

Agronomy

| | | |
|--|---------------|--------|
| J. J. Pieper, Professor ($\frac{3}{8}$ time)..... | 234 37 | |
| E. E. DeTurk, Professor ($\frac{3}{8}$ time)..... | <u>281 25</u> | 515 62 |

Animal Husbandry

| | | |
|--|---------------|--------|
| E. Roberts, Professor ($\frac{3}{8}$ time)..... | 250 00 | |
| T. S. Hamilton, Assistant Professor ($\frac{3}{8}$ time)..... | <u>225 00</u> | 475 00 |

ART

| | | |
|--|---------------|----------|
| C. E. Bradbury, Associate Professor..... | 641 67 | |
| C. V. Donovan, Associate Professor..... | 541 67 | |
| W. F. Doolittle, Associate..... | 400 00 | |
| R. C. Smith, Associate..... | <u>333 33</u> | 1 916 67 |

ASTRONOMY

| | | |
|---|--------|--------|
| R. H. Baker, Professor, Head of Department..... | 745 83 | 745 83 |
|---|--------|--------|

BACTERIOLOGY

| | | |
|--|---------------|----------|
| G. I. Wallace, Assistant Professor..... | 550 00 | |
| F. M. Clark, Associate..... | 400 00 | |
| O. F. Edwards, Instructor..... | 300 00 | |
| P. R. Beamer, Assistant ($\frac{3}{8}$ time)..... | 150 00 | |
| T. H. Lord, Assistant ($\frac{1}{2}$ time)..... | <u>125 00</u> | 1 525 00 |

BOTANY

| | | |
|--|---------------|----------|
| J. T. Buchholz, Professor, Head of Department..... | 900 00 | |
| A. G. Vestal, Associate Professor..... | 658 33 | |
| H. J. Fuller, Assistant Professor..... | 500 00 | |
| Oswald Tippo, Instructor..... | 333 33 | |
| H. W. Larsh, Assistant ($\frac{3}{8}$ time)..... | 100 00 | |
| W. E. Wilson, Assistant ($\frac{3}{8}$ time)..... | <u>100 00</u> | 2 591 66 |

BUSINESS ORGANIZATION AND OPERATION

Accountancy

| | | |
|---|---------------|----------|
| H. T. Scovill, Professor, Head of Department..... | 900 00 | |
| C. F. Schlatter, Professor ($\frac{3}{4}$ time)..... | 593 75 | |
| H. H. Baily, Associate Professor..... | 616 67 | |
| C. A. Moyer, Instructor..... | 333 33 | |
| L. M. Kessler, Instructor ($\frac{3}{8}$ time)..... | 160 00 | |
| E. J. Kirkham, Assistant..... | <u>250 00</u> | 2 853 75 |

¹Included in regular appointments, not additional compensation.

²Not in addition to regular appointments. Like amounts of regular salary to be released for replacement service.

Business Organization and Operation

| | | |
|--|--------|----------|
| A. G. Anderson, Professor..... | 783 33 | |
| H. W. Huegy, Assistant Professor..... | 450 00 | |
| R. V. Mitchell, Assistant ($\frac{3}{8}$ time)..... | 150 00 | |
| T. R. Hopkins, Assistant ($\frac{3}{8}$ time)..... | 150 00 | 1 533 33 |

Business Law

| | | |
|--------------------------------|--------|--------|
| E. R. Dillavou, Professor..... | 716 67 | 716 67 |
|--------------------------------|--------|--------|

CHEMISTRY

Inorganic Chemistry

| | | |
|---|--------|----------|
| B. S. Hopkins, Professor..... | 900 00 | |
| L. F. Audrieth, Assistant Professor..... | 500 00 | |
| J. C. Bailar, Jr., Assistant Professor..... | 600 00 | |
| M. J. Copley, Assistant Professor..... | 500 00 | |
| W. A. Taebel, Instructor..... | 333 33 | 2 833 33 |

Analytical Chemistry

| | | |
|---|--------|----------|
| G. L. Clark, Professor..... | 900 00 | |
| J. H. Reedy, Associate Professor..... | 633 33 | |
| P. G. Roach, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| W. H. Taylor, Assistant ($\frac{1}{2}$ time)..... | 83 33 | |
| R. Rowan, Jr., Assistant ($\frac{1}{2}$ time)..... | 83 33 | |
| E. J. Bicek, Assistant ($\frac{1}{2}$ time)..... | 83 33 | 1 908 32 |

Organic Chemistry

| | | |
|---|--------|----------|
| C. S. Marvel, Professor ($\frac{1}{2}$ time)..... | 450 00 | |
| (From Organic Chemical Manufactures ($\frac{1}{2}$ time)....) | 450 00 | |
| (Total.....) | 900 00 | |
| Associate Professor..... | 600 00 | |
| H. R. Snyder, Instructor ($\frac{3}{10}$ time)..... | 36 67 | |
| (From Organic Chemical Manufactures ($\frac{3}{10}$ time)....) | 330 00 | |
| (Total.....) | 366 67 | |
| C. C. Price, Instructor..... | 366 67 | |
| W. S. Emerson, Instructor..... | 333 33 | |
| L. C. Behr, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| J. H. Clark, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| D. E. Pearson, Assistant ($\frac{1}{2}$ time)..... | 125 00 | 2 161 67 |

Biochemistry

| | | |
|---|--------|--------|
| H. E. Carter, Assistant Professor..... | 433 33 | |
| Ruth Leslie, Assistant ($\frac{1}{2}$ time)..... | 125 00 | 558 33 |

Chemical Engineering

| | | |
|---|--------|--------|
| A. G. Deem, Assistant Professor..... | 500 00 | |
| Leonard Byman, Assistant ($\frac{1}{2}$ time)..... | 125 00 | 625 00 |

Physical Chemistry

| | | |
|---|--------|----------|
| W. H. Rodebush, Professor..... | 900 00 | |
| T. E. Phipps, Professor..... | 633 33 | |
| M. T. O'Shaughnessy, Assistant ($\frac{1}{2}$ time)..... | 125 00 | 1 658 33 |

CIVIL ENGINEERING

| | | |
|--|--------|--------|
| W. H. Rayner, Assistant Professor ($\frac{3}{8}$ time)..... | 341 11 | 341 11 |
|--|--------|--------|

CLASSICS

| | | |
|---|--------|----------|
| W. A. Oldfather, Professor ($\frac{1}{8}$ time)..... | 180 00 | |
| H. V. Canter, Professor..... | 900 00 | |
| L. R. Lind, Associate Professor..... | 320 00 | |
| (Wabash College, Crawfordsville, Indiana) | | |
| A. Rapp, Instructor..... | 300 00 | |
| (University of Tennessee, Knoxville, Tennessee) | | |
| R. P. Oliver, Assistant..... | 250 00 | 1 950 00 |

ECONOMICS

| | |
|--|--------|
| M. H. Hunter, Professor, Head of Department..... | 900 00 |
| R. H. Blodgett, Assistant Professor..... | 500 00 |
| Edmund Whittaker, Assistant Professor ($\frac{1}{2}$ time)..... | 291 67 |
| H. M. Gray, Associate Professor ($\frac{1}{2}$ time)..... | 341 67 |
| H. K. Allen, Assistant Professor..... | 500 00 |
| P. M. Van Arsdell, Instructor..... | 333 33 |
| H. F. Underhill, Instructor..... | 300 00 |
| R. R. Giffin, Assistant..... | 250 00 |
| L. L. Waters, Assistant..... | 250 00 |
| K. L. Trefftz, Assistant ($\frac{3}{4}$ time)..... | 187 50 |
| Peter Masiko, Assistant ($\frac{3}{4}$ time)..... | 187 50 |
| C. M. Elliott, Assistant..... | 250 00 |

4 291 67

EDUCATION

| | |
|---|----------|
| T. E. Benner, Professor, Dean of College of Education.... | 900 00 |
| _____, Professor..... | 900 00 |
| W. S. Monroe, Professor ($\frac{1}{2}$ time)..... | 450 00 |
| J. A. Clement, Professor..... | 783 33 |
| C. R. Griffith, Professor..... | 900 00 |
| E. H. Reeder, Professor..... | 750 00 |
| Thomas Woody, Professor..... | 1 000 00 |
| (University of Pennsylvania, Philadelphia, Pa.) | |
| G. B. Weisiger, Professor ($\frac{1}{2}$ time)..... | 450 00 |
| (See also Law—total salary \$900) | |
| C. E. Palmer, Professor ($\frac{1}{2}$ time)..... | 416 67 |
| B. O. Smith, Associate Professor..... | 750 00 |
| O. F. Weber, Associate Professor..... | 666 67 |
| _____, Associate Professor ($\frac{1}{2}$ time)..... | 358 34 |
| R. B. Browne, Assistant Professor ($\frac{1}{2}$ time)..... | 395 84 |
| (Also Acting Director, Summer Session) | |
| E. W. Dolch, Assistant Professor..... | 466 67 |
| Mrs. Nell C. B. Johnston, Assistant Professor..... | 516 67 |
| G. W. Reagan, Assistant Professor..... | 516 67 |
| F. H. Finch, Assistant Professor..... | 583 33 |
| R. G. Barker, Assistant Professor..... | 533 33 |
| _____, Assistant Professor..... | 500 00 |
| William Habberton, Assistant Professor..... | 558 33 |
| W. E. Harnish, Associate..... | 466 67 |
| Liesette J. McHarry, Associate..... | 466 67 |
| L. W. Williams, Instructor..... | 533 33 |
| W. W. Peters, Instructor..... | 500 00 |
| (Drury College, Springfield, Missouri) | |
| G. M. Blair, Instructor..... | 416 67 |
| J. F. Karber, Instructor..... | 320 00 |
| (Community High School, Ridgway, Illinois) | |
| M. R. Goodson, Assistant Principal, University High School | 300 00 |
| L. A. Astell, Assistant ($\frac{1}{2}$ time)..... | 179 17 |
| R. W. House, Assistant..... | 500 00 |
| (Student, Pennsylvania State College, State College, Pennsylvania) | |
| Dwight York, Assistant..... | 450 00 |
| (Assistant Superintendent, Decatur, Illinois, Public Schools) | |
| D. W. Bittinger, Assistant..... | 350 00 |
| (University of Pennsylvania) | |
| M. W. Barnes, Assistant..... | 266 67 |
| Mrs. Mabel R. Hagan, Teacher in University High School.. | 316 67 |

17 461 70

AGRICULTURAL EDUCATION¹

| | |
|------------------------------|--------|
| H. M. Hamlin, Professor..... | 833 33 |
|------------------------------|--------|

833 33

¹One-half to be refunded by Smith-Hughes.

INDUSTRIAL EDUCATION¹

| | | |
|---------------------------------------|---------------|----------|
| A. B. Mays, Professor..... | 750 00 | |
| A. F. Dodge, Assistant Professor..... | <u>666 67</u> | 1 416 67 |

DEMONSTRATION SCHOOL

| | | |
|---------------------|---------------|--------|
| _____, Teacher..... | 400 00 | |
| _____, Teacher..... | <u>400 00</u> | 800 00 |

UNIVERSITY HIGH SCHOOL

| | | |
|---|--------|--------|
| Georgia E. Farwell, Library Assistant (½ time)..... | 150 00 | 150 00 |
|---|--------|--------|

ELECTRICAL ENGINEERING

| | | |
|--|--------|--------|
| H. A. Brown, Associate Professor (½ time)..... | 316 67 | 316 67 |
|--|--------|--------|

ENGLISH

| | | |
|--|---------------|----------|
| H. N. Hillebrand, Professor, Head of Department..... | 900 00 | |
| H. S. V. Jones, Professor..... | 833 33 | |
| H. F. Fletcher, Professor..... | 900 00 | |
| R. B. Weirick, Associate Professor..... | 541 67 | |
| W. M. Parrish, Associate Professor..... | 583 33 | |
| A. W. Secord, Associate Professor..... | 583 33 | |
| W. D. Templeman, Assistant Professor..... | 483 33 | |
| S. E. Glenn, Assistant Professor..... | 550 00 | |
| M. T. Herrick, Assistant Professor..... | 500 00 | |
| K. A. Windesheim, Assistant Professor..... | 500 00 | |
| J. W. Swanson, Associate..... | 458 33 | |
| Severina E. Nelson, Associate..... | 400 00 | |
| A. D. Huston, Instructor..... | 333 33 | |
| L. H. Houtchens, Instructor..... | 333 33 | |
| C. W. Roberts, Instructor..... | 333 33 | |
| H. P. Wheeler, Instructor..... | 300 00 | |
| D. R. Lang, Instructor..... | 286 67 | |
| E. G. Mathews, Instructor..... | 300 00 | |
| Richard Moody, Instructor..... | <u>300 00</u> | 9 419 98 |

ENTOMOLOGY

| | | |
|---|---------------|----------|
| C. L. Metcalf, Professor, Head of Department..... | 875 00 | |
| P. C. Stone, Assistant..... | <u>250 00</u> | 1 125 00 |

GENERAL ENGINEERING DRAWING

| | | |
|-------------------------------|--------|--------|
| R. K. Vierck, Instructor..... | 366 67 | 366 67 |
|-------------------------------|--------|--------|

GEOLOGY AND GEOGRAPHY

| | | |
|---------------------------------------|---------------|----------|
| T. T. Quirke, Professor..... | 691 67 | |
| W. O. Blanchard, Professor..... | 675 00 | |
| J. L. Page, Assistant Professor..... | 533 33 | |
| J. H. Burgy, Assistant Professor..... | <u>433 33</u> | 2 333 33 |

GERMAN

| | | |
|--|---------------|----------|
| A. W. Aron, Professor, Head of Department..... | 900 00 | |
| J. T. Geissendoerfer, Assistant Professor..... | 583 33 | |
| Mimi I. Jehle, Associate..... | 383 33 | |
| G. E. Giesecke, Instructor..... | <u>300 00</u> | 2 166 66 |

HISTORY

| | | |
|--|---------------|--|
| T. C. Pease, Professor..... | 875 00 | |
| F. C. Dietz, Professor..... | 750 00 | |
| P. V. B. Jones, Professor..... | 666 67 | |
| R. P. Stearns, Assistant Professor..... | 500 00 | |
| Louise B. Dunbar, Assistant Professor..... | 475 00 | |
| R. C. Werner, Assistant Professor..... | 475 00 | |
| E. L. Erickson, Assistant Professor..... | <u>433 33</u> | |

¹One-half to be refunded by Smith-Hughes.

| | | |
|--|--------|----------|
| N. C. Debevoise, Assistant Professor | 500 00 | |
| (Oriental Institute, Chicago, Illinois) | | |
| Mary L. Shay, Associate | 366 67 | |
| Ameda R. King, Instructor | 333 33 | |
| R. G. Bone, Instructor | 350 00 | |
| C. E. Odegaard, Instructor | 333 33 | 6 058 33 |

HOME ECONOMICS

| | | |
|---|---------------------|----------|
| J. Lita Bane, Professor, Head of Department ($\frac{1}{2}$ time) | 437 50 | |
| Esther McGinnis, Professor | 600 00 | |
| Harriet Barto, Assistant Professor | 525 00 | |
| Florence King, Associate | 383 33 ^a | |
| Mildred Chapin, Instructor | 300 00 | |
| Margaret Goodyear, Assistant | 250 00 ^b | 2 495 83 |

JOURNALISM

| | | |
|---|--------|----------|
| R. R. Barlow, Professor | 666 67 | |
| F. S. Siebert, Associate Professor | 600 00 | |
| M. D. Seil, Instructor ($\frac{3}{4}$ time) | 222 22 | |
| C. E. Flynn, Instructor ($\frac{3}{4}$ time) | 211 11 | 1 700 00 |

LAW

| | | |
|--|--------|----------|
| W. L. Summers, Professor ($\frac{4}{5}$ time) | 720 00 | |
| O. L. McCaskill, Professor ($\frac{3}{5}$ time) | 540 00 | |
| G. B. Weisiger, Professor ($\frac{1}{2}$ time) | 450 00 | |
| M. I. Schnebly, Professor ($\frac{3}{5}$ time) | 540 00 | |
| V. E. Ferrall, Assistant Professor | 675 00 | 2 925 00 |

LIBRARY SCIENCE

| | | |
|---|--------|----------|
| Ethel Bond, Associate Professor | 533 33 | |
| Anne M. Boyd, Associate Professor | 533 33 | |
| E. W. McDiarmid, Associate | 516 67 | |
| Mary R. Kinney, Instructor | 350 00 | |
| Ruth Krueger, Instructor | 500 00 | |
| (Oregon State College, Corvallis, Oregon) | | |
| Winifred Linderman, Instructor | 500 00 | |
| (Librarian, Garden City High School, Garden City, New York) | | |
| Mary Hays Marable, Instructor | 500 00 | |
| (University of Oklahoma, Norman, Oklahoma) | | |
| Mrs. Vera S. Cooper, Assistant Professor | 600 00 | |
| (Librarian, DePauw University, Greencastle, Indiana) | | |
| _____, Assistant Professor | 600 00 | |
| Laura Catherine Colvin, Instructor | 450 00 | |
| (Asst. Librarian, Agnes Scott College, Decatur, Georgia) | | |
| Vera Evelyn Goessling, Instructor ($\frac{3}{4}$ time) | 200 00 | |
| (Librarian, Township High School, Centralia, Illinois) | | |
| Ruth Crossman, Assistant | 250 00 | |
| Lois Riffle, Assistant | 250 00 | |
| Cerilla Saylor, Assistant | 250 00 | |
| Josephine Tharpe, Assistant | 250 00 | |
| E. Evalyn Reich, Assistant ($\frac{1}{2}$ time) | 125 00 | |
| Lois Lypmus, Assistant | 250 00 | |
| (Librarian, Urbana High School) | | |
| _____, Assistant | 250 00 | |
| _____, Assistant | 250 00 | |
| _____, Assistant | 250 00 | |
| _____, Assistant | 250 00 | |
| _____, Assistant ($\frac{1}{2}$ time) | 125 00 | 7 783 33 |

^aOne-fourth to be refunded by Smith-Hughes. She is devoting half her time to Smith-Hughes work.

^bOne-sixth to be refunded by Smith-Hughes. She is devoting a third of her time to Smith-Hughes work.

MATHEMATICS

| | | |
|---|--------|----------|
| Arnold Emch, Professor..... | 750 00 | |
| H. R. Brahana, Associate Professor..... | 750 00 | |
| W. J. Trjitzinsky, Associate Professor..... | 750 00 | |
| P. W. Ketchum, Assistant Professor..... | 516 67 | |
| L. L. Steimley, Associate..... | 466 67 | |
| G. E. Moore, Associate..... | 466 67 | |
| Leonard Bristow, Instructor..... | 350 00 | |
| Josephine H. Chanler, Instructor..... | 300 00 | |
| E. L. Welker, Instructor..... | 300 00 | |
| P. R. Halmos, Instructor..... | 300 00 | 4 950 01 |

MUSIC

| | | |
|--|--------|----------|
| F. B. Stiven, Professor, Director of School..... | 900 00 | |
| W. G. Hill, Associate Professor ($\frac{1}{2}$ time)..... | 262 50 | |
| L. R. Hamp, Assistant Professor..... | 516 67 | |
| H. M. Kauffman, Assistant Professor ($\frac{1}{2}$ time)..... | 216 67 | |
| W. L. Roosa, Assistant Professor..... | 483 33 | |
| D. A. Branigan, Associate..... | 400 00 | |
| Velma I. Kitchell, Instructor..... | 350 00 | |
| C. E. Sawhill, Assistant..... | 433 33 | 3 562 50 |

NURSERY SCHOOL

| | | |
|---------------------|--------|--------|
| _____, Teacher..... | 400 00 | 400 00 |
|---------------------|--------|--------|

PHILOSOPHY

| | | |
|--|--------|--------|
| D. W. Gotshalk, Associate Professor..... | 600 00 | |
| F. L. Will, Instructor..... | 333 33 | 933 33 |

PHYSICAL EDUCATION FOR MEN

| | | |
|---|--------|----------|
| S. C. Staley, Professor, Director of School..... | 900 00 | |
| G. T. Stafford, Associate Professor..... | 708 33 | |
| C. O. Jackson, Assistant Professor ($\frac{3}{4}$ time)..... | 200 00 | |
| D. R. Mills, Associate ($\frac{3}{4}$ time)..... | 360 00 | |
| W. W. Brown, Associate..... | 433 33 | |
| H. W. Craig, Associate..... | 366 67 | |
| R. O. Duncan, Assistant ($\frac{1}{4}$ time)..... | 83 33 | 3 051 66 |

PHYSICAL EDUCATION FOR WOMEN

| | | |
|--|--------|----------|
| M. Florence Lawson, Assistant Professor..... | 500 00 | |
| Carita Robertson, Assistant Professor..... | 500 00 | |
| Ruth M. Hassinger, Instructor..... | 350 00 | |
| (Iowa State College, Ames, Iowa) | | |
| Delta T. Hinkel, Instructor..... | 333 33 | |
| Martha J. Vaught, Instructor..... | 300 00 | |
| Zita H. Spradling, Assistant..... | 250 00 | |
| Esther Davey, Assistant ($\frac{1}{2}$ time)..... | 140 00 | 2 373 33 |
| (East Alton-Wood River Community High School, Wood River, Illinois) | | |

PHYSICS

| | | |
|--|--------|----------|
| W. F. Schulz, Associate Professor..... | 558 33 | |
| E. H. Williams, Associate Professor..... | 608 33 | |
| E. M. Lyman, Associate..... | 400 00 | |
| D. W. Kerst, Instructor..... | 366 67 | |
| L. W. Phillips, Assistant..... | 250 00 | |
| H. A. Nye, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| E. B. Hales, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| N. D. Coggeshall, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| M. P. Vore, Assistant ($\frac{1}{2}$ time)..... | 125 00 | |
| F. B. Berger, Assistant ($\frac{1}{2}$ time)..... | 125 00 | 2 808 33 |

PHYSIOLOGY

| | | |
|---|--------|--------|
| F. R. Steggerda, Assistant Professor..... | 500 00 | 500 00 |
|---|--------|--------|

POLITICAL SCIENCE

| | | |
|--------------------------------------|---------------|----------|
| Howard White, Professor..... | 750 00 | |
| (Miami University, Oxford, Ohio) | | |
| C. F. Snider, Associate..... | 416 67 | |
| D. O. Walter, Instructor..... | 333 33 | |
| G. G. Lentz, Assistant (½ time)..... | <u>133 33</u> | I 633 33 |

PSYCHOLOGY

| | | |
|--|---------------|----------|
| P. T. Young, Professor..... | 666 67 | |
| L. A. Pennington, Assistant Professor..... | 466 67 | |
| H. B. Carlson, Associate..... | 366 67 | |
| T. W. Harrell, Instructor..... | <u>300 00</u> | I 800 01 |

ROMANCE LANGUAGES

| | | |
|---|---------------|----------|
| T. E. Oliver, Professor..... | 745 83 | |
| Arthur Hamilton, Associate Professor..... | 583 33 | |
| S. F. Will, Associate Professor..... | 600 00 | |
| C. C. Gullette, Assistant Professor (½ time)..... | 258 33 | |
| J. H. Amiel, Assistant..... | 256 67 | |
| L. H. Bussard, Assistant (½ time)..... | 135 83 | |
| J. F. Marshall, Assistant (½ time)..... | 125 00 | |
| J. A. Ramsey, Assistant (½ time)..... | 125 00 | |
| J. S. Flores, Assistant (½ time)..... | 125 00 | |
| R. R. Bushart, Assistant (½ time)..... | <u>125 00</u> | 3 079 99 |

SOCIOLOGY

| | | |
|---|---------------|----------|
| D. R. Taft, Professor..... | 745 83 | |
| B. F. Timmons, Assistant Professor..... | 500 00 | |
| W. R. Tylor, Assistant Professor..... | 500 00 | |
| H. H. Gerth, Assistant Professor..... | 600 00 | |
| J. E. Hulett, Jr., Instructor..... | 333 33 | |
| A. V. Houghton, Assistant..... | <u>250 00</u> | 2 929 16 |

THEORETICAL AND APPLIED MECHANICS

| | | |
|--------------------------------|--------|--------|
| E. W. Suppiger, Associate..... | 383 33 | 383 33 |
|--------------------------------|--------|--------|

ZOOLOGY

| | | |
|--|--------------|--------------|
| V. E. Shelford, Professor..... | 879 17 | |
| G. W. Beadle, Visiting Professor..... | I 000 00 | |
| (Stanford University, California) | | |
| Lester Ingle, Instructor..... | 350 00 | |
| T. W. Robinson, Instructor..... | 300 00 | |
| H. B. Chase, Instructor..... | 270 00 | |
| C. J. Goodnight, Assistant (¾ time)..... | 100 00 | |
| P. V. Gustafson, Assistant (¾ time)..... | 100 00 | |
| H. G. Kimpel, Assistant (¾ time)..... | 100 00 | |
| M. C. Meyer, Assistant (¾ time)..... | 100 00 | |
| C. B. Mueller, Assistant (¾ time)..... | 100 00 | |
| (Student, Washington University, St. Louis, Mo.) | | |
| Jane Claire Dirks, Assistant (½ time)..... | 50 00 | |
| E. P. Odum, Assistant (½ time)..... | <u>50 00</u> | 3 399 17 |
| Total..... | | \$121 269 15 |

APPOINTMENT OF DEAN OF THE COLLEGE OF AGRICULTURE

(8) The retirement of Dean J. C. Blair at the end of the current academic year will leave a vacancy in the position of Dean of the College of Agriculture, Director of the Agricultural Experiment Station, and Director of the Agricultural Extension Service.

Consideration of candidates for this position has included the heads of all departments in the College of Agriculture (with the exception of Professor J. C. Blair, Head of the Department of Horticulture, who retires, and Professor J. Lita Bane, Head of the Department of Home Economics, because her field of interest is not central to the work of the College) and also several other members of the faculty, as well as men outside of the University staff. Consideration has also been given to the question of whether the traditional policy of combining the three functions in one office should be continued or separate appointments should be made to the directorships of the Agricultural Experiment Station and the Agricultural Extension Service. I have reached the conclusion that we should adhere to our present policy and appoint one man to this three-fold position.

In these considerations I have had the advice of the Executive Committee of the College of Agriculture (as provided in the University Statutes), of the General Advisory Committee for the Agricultural Experiment Station (which is representative of all the agricultural interests of the State), and of several University officers. We have come to the conclusion that the appointment should be made from within the present faculty of the University since no one of the candidates from the outside, whom we would consider and who would be interested, possesses qualifications superior, if equal, to those of two or three members of the faculty who are under consideration. Among the present members of the College of Agriculture, Professor Henry Perly Rusk, Head of the Department of Animal Husbandry, has in the greatest measure and to the best extent the qualifications desired. I therefore recommend that Professor Rusk be appointed Dean of the College of Agriculture, Director of the Agricultural Experiment Station, Director of the Extension Service in Agriculture and Home Economics, for two years, and Professor of Cattle Husbandry, on indefinite tenure, effective September 1, 1939, at an annual salary of \$8,250.

Professor Rusk was born on July 19, 1884. He was educated at Valparaiso University (B.S., 1904) and the University of Missouri (B.S., 1908, M.S., 1911). In 1908-1909 he was Assistant in Animal Husbandry at the University of Missouri, and in 1909-1910 he was on the staff of the Purdue Experimental Station. The positions he has held at the University of Illinois are as follows: Associate in Beef Cattle Husbandry and First Assistant in Experiment Station, 1910-1914. Assistant Professor of Cattle Husbandry and Assistant Chief in Cattle Husbandry in Station, 1914-1918. Professor of Cattle Husbandry in College and Chief in Cattle Husbandry in Station, 1918-present. Acting Head of Animal Husbandry Department, 1921-1922. Head of Animal Husbandry Department, 1922-present.

On motion of Mrs. Plumb, this appointment was made as recommended.

DEANSHIP OF THE COLLEGE OF PHARMACY

(9) The Executive Committee of the College of Pharmacy (Acting Dean A. H. Clark, Chairman, and Professor E. N. Gathercoal), and Dean R. D. Carmichael of the Graduate School were asked to serve as a committee to canvass the field of available candidates who should be considered for the deanship of the College of Pharmacy which became vacant on the death of the late Dean W. B. Day, and which will again become vacant with the retirement of Acting Dean A. H. Clark at the end of the current academic year.

The Committee has submitted its report which includes the consideration of 31 men for this position, of whom three are members of the faculty of the College of Pharmacy. Of the entire group two stand out so prominently that they should be given further consideration.

The appointment of either of these men will require a salary up to \$8,000 a year. A summary of the qualifications of these two candidates is hereby submitted with a request for instructions as to further procedure and authorization to make definite offers.

On motion of Mr. Jensen, the President of the University was authorized to proceed with negotiations.

SALE OF PART OF HART FARM

At this point, Mr. Karraker, for the Finance Committee, presented a recommendation that 57 acres of the Hart farm be sold to Mr. Barney Browning for \$764, and that the President and the Secretary of the Board be authorized and instructed to execute a proper deed.

On motion of Mr. Karraker, this recommendation was adopted, by the following vote: Aye, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mr. Moschel, Mrs. Plumb, Mr. Pogue, Mr. Wieland; no, none; absent, Mr. Adams, Mr. Cleary, Mr. Horner, Dr. Meyer.

EMPLOYMENT OF ARTHUR ANDERSEN & CO.

Mr. Karraker, for the Finance Committee, recommended also that Arthur Andersen & Co. be employed as auditors for the current fiscal year, ending June 30, 1939, at the same fees as during the previous year, as follows:

| | |
|--|---------|
| University..... | \$3 300 |
| Athletic Association..... | 275 |
| University of Illinois Foundation..... | 250 |

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

INVESTMENT OF ENDOWMENT FUNDS

Mr. Karraker presented a request from the Finance Committee for authority to invest \$12,000 of endowment funds to be received from bonds of the Illinois Water Service Company, called for April 5, 1939.

On motion of Mr. Jensen, this investment was authorized as requested.

MATTERS PRESENTED BY PRESIDENT WILLARD

The Board resumed consideration of matters presented by the President of the University.

GENERAL ADMINISTRATIVE OFFICER FOR THE COLLEGES OF MEDICINE, DENTISTRY, AND PHARMACY

(10) On November 29, 1938 (Minutes, page 153), the Board considered a preliminary report, made by the Bureau of Institutional Research, on the reorganization of the Colleges of Medicine, Dentistry, and Pharmacy. The President was authorized to continue this study in consultation with the Deans of these Colleges and other University officers, and to present a formal recommendation. The Board also approved, in principle, the appointment of an administrative officer to be in charge of the Chicago colleges, without specifying his title.

A Committee on Administrative Reorganization of the Chicago Departments (Dean D. J. Davis, Chairman; and Deans F. B. Noyes, A. H. Clark, and R. D. Carmichael) was appointed to give immediate consideration to the proposed program of reorganization and to submit information on candidates who should be considered for the position. This Committee has submitted a report on four candidates in preferential order.

I submit information on the qualifications of these men. The Committee feels that it has not obtained sufficient information to justify a definitive judgment in any case but in its opinion each of these individuals deserves further consideration. Before proceeding with this I want to advise the Board of the steps taken thus far. The appointment of a general administrative officer will involve an addition to the budget ranging from \$10,000 to \$15,000 a year, depending on the way his work is carried out. His salary will range from \$8,000 to \$10,000. Office personnel will require approximately \$2,000. It is possible that the man appointed will wish to engage in a program of research,

which will require a laboratory assistant and involve another expense item. In that case from \$2,000 to \$3,000 additional will be needed.

On motion of Mr. Wieland, the President was instructed to continue this study and to report at the next meeting.

REORGANIZATION OF COLLEGES OF MEDICINE, DENTISTRY, AND PHARMACY

(11) A report has just been received from the Bureau of Institutional Research in connection with a study which is being made of the reorganization of the Colleges of Medicine, Dentistry, and Pharmacy, with recommendations concerning improvements in the administrative and educational programs. This will be discussed with the Board at an early meeting.

This report was received for record.

RETIREMENT OF ACTING DEAN A. H. CLARK

(12) Professor A. H. Clark, Acting Dean of the College of Pharmacy, will reach the retiring age of 68 on October 15, 1939. He has asked, however, that he be retired from active service on September 1, 1939. The retiring allowance due in his case will be \$2,325 a year.

On motion of Mr. Jensen, this request was granted.

C. P. A. CERTIFICATES

(13) A recommendation that the following candidates, who are certified by the Board of Examiners in Accountancy as having passed the November, 1938, examination, be awarded C.P.A. certificates:

ARCHIE D. ALBEE
HOWARD ALLEN
JOHN MARSHALL BARKER
ROBERT GUY BEAR
WILLIAM CHARLES BISCHOFF
BERNARD HENRY BROWNE
HAROLD CARL BRUMM
EDWARD JOHN BURNELL, JR.
JOHN STANLEY DARLING
CHARLES MILTON EDWARDS
STANLEY GILBERT ERICKSON
SEYMOUR LESSER GALE
FRANK GERBING, JR.
WILLIAM THOMAS GRANT
JOHN WILLIAM HANNON
SOLOMON HARRY HIGHMAN
ALLEN CARTER HOWARD
CHARLES EDWARD HOYLE
JOHN EARL JACOBS
EMMETT MICHAEL JOYCE
LOREN J. KADET
DAVID HYMAN KAPLAN
MORRIS P. KAPLAN
CHARLES PETTY LAMONS

MILTON E. LARSON
GERALD T. LAWLER
EDWARD FRANCIS MARCH
ROBERT EDWARD MARSH
MERVYN LEMUEL MCCARTHY
HENRY JOHN MERRY
MELVIN ALFRED NELSON
RALPH EDWIN PETERING
ROBERT LAUGHLIN PURCELL, JR.
EUGENE ALOYS ROEDER
BERNDT KENNETH SANDEN
HERBERT JACQUIN SCHOENBROD
ABRAHAM SCHWARTZ
HENRY SCHWARTZ
FRANCIS WAYNE SHARP
JACK OWEN SHAW
CHARLES SLATER, JR.
ALBERT TRIEBEL, JR.
DAVID W. WALSH
CHARLES EDWARD WHITING
EDWARD PETER WILMSEN
HAL SPRING WILSON
BENJAMIN WARREN WISE

On motion of Mr. Wieland, these certificates were awarded as recommended.

LEAVE OF ABSENCE FOR PROFESSOR C. C. WILEY

(14) The services of Professor C. C. Wiley, of the Department of Civil Engineering, have been requested by the State of Illinois for a survey of the State's highway system. The State would pay him for his time and the necessary expenses. It is not known how long this survey will require, but if Professor Wiley is permitted to undertake this service the University should be prepared to release him from his duties for the balance of the academic year. Consequently I recommend that the Board authorize the President of the University

to grant Professor Wiley a leave of absence without pay for as much time as may be required under this arrangement during the period of March 15 to August 31, 1939.

On motion of Mrs. Plumb, this authority was granted.

LEAVES OF ABSENCE

(15) A recommendation that the following leaves of absence be granted members of the staff for the reasons and periods and under the conditions indicated in each case:

1. E. N. Gathercoal, Professor of Pharmacognosy in the College of Pharmacy, leave of absence on full pay from February 1 to March 31, 1939, because of illness. It will be possible to handle his work within the department for this period without additional expense.

2. R. R. Kudo, Associate Professor of Zoology, additional sick leave with pay through March 15.

3. G. Walter Dittmar, Professor of Clinical Prosthetic Dentistry and Head of the Department, sick leave with full pay from January 1 to August 31, 1939. His work has been carried on by other members of the faculty without additional expense.

4. E. E. De Turk, Professor of Soil Fertility, sick leave with full pay from January 23 to February 23, 1939. He has been able to do a good part of his regular work at home so that no additional expense to the University has been involved.

5. John Leach, Frank Holstlaw, and Ellis Montgomery, laborers in the Department of Horticulture, leaves of absence without pay for six months from March 1, 1939 (this being in addition to the vacation and sick leave allowance to which they are entitled), on account of ill health.

6. Douglas R. Mills, Associate in Physical Education for Men, sick leave with full pay from March 20 to April 3, 1939. His work will be carried on by the Department without additional expense to the University.

7. Willmer O. Alstrom, Teacher of Physical Education for Boys, University High School, sick leave with full pay for six weeks beginning March 9, 1939. His work is being carried on without additional expense to the University.

On motion of Mr. Pogue, these leaves were granted as recommended.

UNIVERSITY POSITIONS UNDER CIVIL SERVICE

(16) The Comptroller has presented to the State Civil Service Commission the statement of policy adopted by the Board on February 11 with respect to minimum educational standards and separate classifications for University positions under Civil Service. The Commission has declined to accept this recommendation but has suggested the following arrangements which it believes will take care of the University's problem satisfactorily and at the same time preserve the unity of its desired classifications:

1. The Commission at the earliest opportunity will provide by resolution that, in filling requests from the University for appointments from the various clerical classifications, no person will be certified who is not at least a high-school graduate. In future publications of the requirements for these positions this amendment will be included.

2. The University will have the privilege of specifying when occasion demands that special educational qualifications in addition to high-school graduation, such as a certain amount of college work or a knowledge of foreign language or some other particular subject, will be required and in such cases certification will be made only of persons claiming to have those qualifications.

3. Present employees who have been certified in existing classifications will be transferred as rapidly as practicable to new classifications appropriate to their salary and duties without prejudice to them and without the requirement of new examinations.

4. The Commission will continue to provide suitable classifications for positions at the University which differ from those in other state departments and where special qualifications are required, such as graduate stenographer or secretary as well as various administrative positions of other types.

5. The University on its part will move as rapidly as practicable toward any adjustment in salaries and classification necessary to bring present employees within the ranges of the new classifications. It is understood that no precipitate action will be taken with respect to such matters and reasonable time will be given the University to make these adjustments as its budget conditions may make possible.

The Comptroller recommends that the University accept this program and give it a reasonable trial. The proposed arrangement seems to affect present employees satisfactorily. Since every appointment made by the Commission is subject to a trial period of 90 days, the University also has that protection with respect to new appointments. So far as salaries are concerned the proposed plan may result ultimately in a somewhat higher scale of salaries for Civil Service positions without any corresponding increase in quality of work. On the other hand, there are some positions in which the salaries are not commensurate with the work required so that such a change is not altogether undesirable.

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

BIDS ON EQUIPMENT FOR POWER AND HEATING PLANT

(17) The Director of the Physical Plant Department reports that bids on equipment for the new power and heating plant will be received in the offices of Sargent and Lundy, Incorporated, 140 South Dearborn Street, Chicago, at 2:00 p.m., Central Standard Time, on March 29 and on April 5. The University Statutes provide that a member of the Board must be present at the opening of such bids.

On motion of Mr. Moschel, President Mayer, Mr. Cleary, Mrs. Plumb, and Mr. Pogue, or any of them, were delegated to represent the Board at these openings.

EXTENSION OF CONTRACTS FOR DIVERSION OF UTILITIES ON ILLINI UNION BUILDING SITE

(18) The Director of the Physical Plant Department reports that four of the contractors engaged in the diversion of utilities on the site of the Illini Union Building will not complete their work until March 20, whereas their contracts carried February 1 as the completion date. The University has not suffered any loss through a failure to meet this deadline. Consequently the Director recommends that the Board authorize the extension of the contracts to March 20.

On motion of Mr. Wieland, this extension was authorized.

SUPPLEMENTARY UNIT PRICES IN EXCAVATING AND FOUNDATION CONTRACT FOR ILLINI UNION BUILDING

(19) The Federal Emergency Administration of Public Works requests formal action by the Board of Trustees accepting the supplementary unit prices which appear in the excavating and substructure contract for the Illini Union Building. Accordingly I recommend acceptance by the Board of the following prices in this contract:

| <i>Type of Work</i> | <i>Unit</i> | <i>Price</i> |
|--|---------------|--------------|
| 1. Mass concrete..... | Per cu. yd. | \$10 00 |
| 2. Concrete form work..... | Per sq. ft. | 17 |
| | contract area | |
| 3. Reinforcing steel in place..... | Per 100 lbs. | 4 20 |
| 4. Trench excavation including removal..... | Per cu. yd. | 1 20 |
| 5. General excavation including removal..... | Per cu. yd. | 66 |
| 6. General excavation by machine, including removal..... | Per cu. yd. | 66 |
| 7. Gravel fill, tamped in place..... | Per cu. yd. | 4 00 |
| 8. 1:12 concrete for fill, tamped in place as specified..... | Per cu. yd. | 9 00 |

On motion of Mr. Jensen, these unit prices were accepted.

AWARD OF MECHANICAL CONTRACTS FOR GREGORY HALL

(20) The following resolution:

Whereas, the following bids were received at the University of Illinois at Urbana, County of Champaign, State of Illinois, on February 27, 1939, pursuant to an advertisement for bids on the mechanical contracts for the construction of Gregory Hall, or P.W.A. Project No. Ill. 1962-F, published on two separate dates, February 12 and 18, 1939;

SCHEDULE OF BIDS—GREGORY HALL
ELECTRICAL WORK

| <i>Bidders</i> | <i>Base Bid</i> | <i>Alternate Proposals* (Deduct)</i> | | | |
|--|-----------------|--|----------|----------|----------|
| | | <i>A</i> | <i>B</i> | <i>C</i> | <i>D</i> |
| Anderson Electric Co., 613 Collett St., Danville... | \$40 658 | \$ 45 | \$521 | \$800 | \$1 000 |
| E. A. Koeneman Elec. Co., 1408 Delmar Blvd., St. Louis..... | 42 222 | 560 | 465 | 660 | 875 |
| Wadeford Elec. Co., 205 Wacker Drive, Chicago.. | 42 787 | 790 | 690 | 627 | 1 087 |
| Marrs-Tanner Elec. Co., 109 N. Vermilion, Danville | 42 850 | 460 | 625 | 600 | 800 |
| Edward Electric Co., 9 S. Clinton, Chicago..... | 42 994 | 500 | 732 | 500 | 795 |
| Super Electric Constr. Co., 1442 S. Racine, Chicago | 43 441 | 786 | 732 | 675 | 942 |
| Hoffman Elec. Co., 2525 Van Buren St., Chicago.. | 44 637 | 581 | 495 | 571 | 1 036 |
| Divane Bros., 3826 Van Buren St., Chicago..... | 44 700 | 570 | 570 | 525 | 920 |
| Ernest Freeman & Co., 608 S. Dearborn, Chicago | 44 770 | 540 | 600 | 550 | 1 010 |
| Central States Elec. Constr. Co., 844 Rush, Chicago | 45 345 | 855 | 1 004 | 871 | 1 130 |
| Fries-Walters Co., 2001 W. Pershing Rd., Chicago | 45 620 | 525 | 510 | 550 | 990 |
| Hatfield Elec. Co., 108 S. Meridian, Indianapolis.. | 46 810 | 583 | 495 | 504 | 795 |
| Harmon Electric Co., 724 S. Cicero, Chicago..... | 47 765 | 608 | 599 | 530 | 960 |
| Edw. P. Allison Co., 317 N. 11th, St. Louis..... | 47 800 | 800 | 610 | 600 | 945 |
| S. C. Sachs Co., 817 N. 9th St., St. Louis..... | 47 895 | 650 | 610 | 500 | 800 |
| Dearborn Elec. Constr. Co., 1 N. LaSalle, Chicago | 48 814 | 646 | 849 | 559 | 942 |
| Porter, Glore & Glass, 215 Hudson, Indianapolis.. | 49 615 | 755 | 515 | 660 | 795 |

*Alternate Proposals: *A*—Omission of electric eye in classrooms; *B*—Omission of motor-generator set; *C*—Omission of dimmers on stage switchboard; *D*—Omission of lightning protection.

PLUMBING

| <i>Bidders</i> | <i>Base Bid</i> |
|--|-----------------|
| Economy Plumbing & Heating Co., 1308 S. Pulaski Rd., Chicago,..... | \$21 177 |
| Reger, H. P., Co., 1501 E. 72d Place, Chicago..... | 22 980 |
| Hildeman, Wm. F., Co., 23 Illinois St., Chicago Heights..... | 23 076 |
| Corboy, M. J., Co., 405 Desplaines St., Chicago..... | 24 530 |
| Carson-Payson Co., 616 N. Jackson St., Danville..... | 25 923 |
| Murray, A. W., Co., Hoopeston..... | 26 300 |
| Kersten, Samuel, 206 S. Jefferson St., Chicago..... | 30 000 |

ELEVATOR WORK

| <i>Bidders</i> | <i>Base Bid</i> |
|---|-----------------|
| Montgomery Elevator Co., 4117 S. Western Ave., Chicago..... | \$7 595 |
| Otis Elevator Co., 827 E. Adams St., Springfield..... | 7 690 |
| Shepard Elevator Co., 2425 Colerain Ave., Cincinnati, Ohio..... | 7 865 |
| Westinghouse Electric Elevator Co., 222 N. Bank Drive, Chicago..... | 8 400 |
| Warner Elevator Mfg. Co., Cincinnati, Ohio..... | 8 500 |
| Haughton Elevator Co., Toledo, Ohio..... | 8 735 |

and

Whereas, pursuant to the authorization of the Board of Trustees at its meeting on February 11, contracts were awarded by the President of the University to the following, the award in each case being made to the lowest bidder:

| | | |
|----------------------|---|----------|
| Electrical Work..... | Anderson Electric Company..... | \$40 658 |
| Plumbing Work..... | Economy Plumbing & Heating Company..... | 21 177 |
| Elevator Work..... | Montgomery Elevator Company..... | 7 595 |

Now, therefore, be it resolved, that the Board of Trustees hereby confirms the action of the President of the University, taken pursuant to previous authorization by the Board, in awarding the aforesaid contracts.

On motion of Mr. Wieland, this resolution was adopted.

CONTRACT CHANGE ORDERS FOR PWA PROJECTS

(21) On October 17, 1938, the Board of Trustees authorized the President of the University and the Director of the Physical Plant Department to approve change orders, not exceeding \$500 in cost, on contracts for all buildings for which the University has received a grant from the United States of America through the Federal Emergency Administration of Public Works.

I report my approval, and request confirmation by the Board of Trustees, of the following contract change orders which have been authorized since the last meeting:

Addition to Library (Ill. No. 1962-F)

Change Order No. 4, contract with English Brothers for general construction.

- | | |
|---|-----------------|
| (1) To cover acceptance of standard method of factory finishing steel sash of Hope's Windows, Inc., instead of the method specified. Inasmuch as this results in the net omission of one stage of the finishing process, a credit is involved of..... | \$ 65 00 |
| (2) Inasmuch as sub-master keying of locks to cubicle doors will not be required the portion of Contract Change Order No. 2 providing for same (item #2) is hereby cancelled, although master keying is to be provided with one master for all cubicle doors independent of any other master. Turn knobs are, however, still to be omitted..... | 88 00 |
| <i>Total deduction</i> | <u>\$153 00</u> |

Change Order No. 2, contract with The Carson-Payson Company for Plumbing and Heating.

Remove radiator from the extended transformer room, capping steam and air lines. Radiator and valves to be turned over to Physical Plant Department of the University. Additional.....

\$ 15 00

Change Order No. 3, contract with The Carson-Payson Company for Plumbing and Heating.

Provide the following revisions in service connection for heat:

- | | |
|--|----------|
| (1) Cut in new 6" connection to high pressure service main, providing new 6" gate valve. | |
| (2) Retain present 3" valve and line for use instead of providing new 2" line specified, cutting off same where 2" line was indicated to turn south, and provide drip at that point to return as per correspondence. Additional..... | \$ 13 27 |

Illini Union Building (Ill. No. 1745-F)

Change Order No. 3, contract with General Paving Company for relocation of sanitary sewers.

For extension of amount of 12" C.I. sewer from 40 feet to 48 feet at \$3.15 a foot.....

\$ 25 20

Less 8 feet of V.C.P. at \$1.90 a foot.....

15 20

Total additional.....

\$ 10 00

First Addition to McKinley Hospital (Ill. No. 1962-F)

Change Order No. 1, contract with Wm. C. F. Kuhne for general construction.

- (1) Labor involved in clearing out beds from present basement in order to permit building operations.. \$ 28 55
- (2) Additional concrete and excavating involved in placing footings due to quick sand pockets and similar unfavorable soil bearing conditions..... 101 25
\$129 80

- (3) Omitting from incinerator installation such portion of control device only as provided for automatic starting from pilot, all other automatic control features provided (credit)..... 18 00

Total additional..... \$111 80

Change Order No. 1, contract with the Economy Plumbing & Heating Company for plumbing and heating work.

Increase sizes of certain plumbing vent stacks through the building as requested in our letter of February 21, 1939. Add.. \$110 83

Gregory Hall (Ill. No. 1962-F)

Change Order No. 1, contract with W. E. O'Neil Construction Company for general work.

- (1) Revise locations of partitions and doors in rooms #105 and #105-A in accordance with attached blueprints. (No change in price).....
- (2) Provide net increase of 2,704 lbs. of reinforcing steel in accordance with letter from architect, 12/28/38, and quotation of contractor dated 2/27/39. Add..... \$113 57

Mr. Havens presented this item.

On motion of Mr. Moschel, the action of the President of the University in approving these change orders was ratified and confirmed.

REMOVAL OF MUMFORD HOUSE

(22) The development of the south campus contemplates eventual removal of the residence which was occupied for many years by Dean H. W. Mumford and his family, and in which Mrs. Mumford is still living. The University has no use for this house, and the Physical Plant Department recommends that it be offered to Mrs. Mumford for \$100 on condition that she remove it at her expense during the summer of 1939.

On motion of Mr. Jensen, this recommendation was approved, and the Physical Plant Department was authorized, in the event that Mrs. Mumford declines the offer, to take bids and to effect the removal of the house.

ADDITION TO MCKINLEY HOSPITAL

(23) The University Health Officer reports that the recent epidemic of influenza has demonstrated that even with the addition to the McKinley Hospital now under construction the University's hospital facilities will not be adequate to meet peak load demands. A copy of his report is hereby given to the Secretary of the Board for record.

He recommends that consideration be given to the construction of a wing at the north end of the hospital similar to the addition now being constructed at the south end.

On motion of Mr. Pogue, the President of the University was authorized to request additional funds, to the extent of \$180,000, from the General Assembly for the construction of an addition to the hospital. [This action rescinded, page 274.]

RIGHT-OF-WAY EASEMENT ON FRANKLIN COUNTY LAND

(24) The Farm Adviser of the Franklin-Hamilton County Farm Bureau has asked the University for an easement along the east side of the Hart farm to enable the Southeastern Illinois Electric Cooperative, Incorporated, to install an electric transmission line as a part of the rural electrification project in that area. The tract covered is limited to a width of 25 feet along the highway. This arrangement would not in any way interfere with the sale of this land, and the development, if carried out, may improve the prospects for its sale.

I recommend that the President and Secretary of the Board be authorized to execute an easement which is submitted to the Secretary of the Board herewith.

On motion of Mr. Wieland, the execution of this easement was authorized.

NATURAL RESOURCES BUILDING PLANS

(25) The State Architect's office has submitted to the Physical Plant Department blueprints of the architectural, structural, mechanical, and electrical drawings, with specifications, and also specifications for elevator equipment, for the Natural Resources Building for the approval of the Board of Trustees, as required by the agreement between the Board and the Department of Registration and Education relating to the construction of this building.

The Director of the Physical Plant Department reports that early in the development of this project representatives of his department and of the State Architect's office met to formulate a procedure to be followed by the two offices in the preparation of plans and specifications for this building. At the State Architect's suggestion the Physical Plant Department sent him (on July 8, 1938) a list of suggestions outlining standards of construction followed on University buildings. Early in the fall a second conference was held for a discussion of preliminary plans, construction standards, and exterior design. At this second conference the Physical Plant Department requested that it be furnished with prints of drawings and other data from time to time as the work progressed so that it could offer suggestions before recommended changes should become extensive and to reduce the time required for final check and approval.

In spite of these requests, the first material received was the final general contract drawings and specifications on February 11, 1939. The Physical Plant Department submitted to the State Architect's office its comments and suggestions concerning these drawings, and on March 6 a conference was had at which these suggestions were discussed in detail. No reply has been received on the questions raised.

On March 9 the Physical Plant Department received the plans and specifications for heating and plumbing; on March 11 it received the balance of the plans and specifications, i.e., for electrical work and elevator equipment.

The Director of the Physical Plant Department presents the following report on these plans and specifications:

1. *Exterior Design.*—The Physical Plant Department has advised the State Architect that it is not satisfied with the exterior design of the building. His office is making further studies and the Department recommends that a decision on the exterior design be postponed until it receives the revised sketches.

2. *General Work.*—A detailed list of 32 suggestions, which the Physical Plant Department recommends as desirable, and of 43 changes which it recommends as essential before plans and specifications are approved by the Board of Trustees, is submitted.

3. *Mechanical Work.*—Since it will take the Physical Plant Department a week to check the plans and specifications for the heating, plumbing, electrical,

and elevator installations, to avoid further delay the Director recommends that the Board authorize its Committee on Buildings and Grounds to act for it on the plans and specifications for the work of the mechanical trades as soon as they have been checked.

Mr. Havens presented this matter and commented on the points of difference.

Mr. Stouffer commented on the outside design, and stated that the modifications proposed would reduce costs materially.

On motion of Mrs. Plumb, the Physical Plant Department was authorized and instructed to obtain agreement from the Department of Registration and Education on all details of construction of the Natural Resources Building before the plans are approved, and to notify the Public Works Administration of the terms of the agreement under which this building is being constructed. This action was taken in consideration of the fact that the University will assume responsibility for the operation and maintenance of this building.

On motion of Mrs. Plumb, the Committee on Buildings and Grounds was authorized to approve plans and specifications as requested.

RELEASE OF SPACE BY GEOLOGICAL AND NATURAL HISTORY SURVEYS

(26) At the meeting of the Board on December 17, 1938, the question was raised as to how much of the space now occupied by the State Geological and Natural History Surveys will be released when they occupy the Natural Resources Building. I asked the Chiefs of these two Surveys to advise the Director of the Physical Plant Department specifically what quarters they propose to release, and he has summarized it in terms of floor space as follows:

| NATURAL HISTORY SURVEY | | |
|--|----|--------------------|
| Present Space: | | <i>Square feet</i> |
| Natural History Building..... | 7 | 186 |
| Entomology Building..... | 2 | 213 |
| State Entomologist's Laboratory (excluding space in green-houses)..... | 1 | 600 |
| Floriculture Building..... | | 120 |
| <i>Total</i> | 11 | 119 |
| Space to be released (as per Dr. T. H. Frison's letter of January 31, 1939): | | |
| Natural History Building..... | 2 | 994 |
| Entomology..... | 2 | 213 |
| <i>Total</i> | 5 | 207 |
| Space to be retained and that to be available in new building: | | |
| Natural History Building..... | 4 | 192 |
| State Entomologist's Laboratory..... | 1 | 600 |
| Floriculture Building..... | | 120 |
| New Natural Resources Building..... | 16 | 843 |
| <i>Total</i> | 22 | 755 |

The above figures do not include: (1) small amount of office space in New Agriculture Building shared by the Extension Forester and staff members of University Department of Forestry; (2) greenhouse space at State Entomologist's Laboratory; (3) small amount of garage space in Agronomy Warehouse and Geological Survey Annex Building.

GEOLOGICAL SURVEY

| Present Space: | <i>Square feet</i> |
|---|--------------------|
| Turner House, Annex, and Garage..... | 7 511 |
| Space in Ceramics Building..... | 8 126 |
| <i>Total</i> | 15 627 |
| Space to be released (as per Dr. M. M. Leighton's letter of January 21, 1939): | |
| Turner House..... | 2 180 |
| Turner House Annex..... | 1 680 |
| Ceramics Building..... | 1 535 |
| <i>Total</i> | 5 315 |
| Space to be retained and that to be available in new building: | |
| Garage (West of Turner House and Annex)..... | 3 731 |
| Space in Ceramics Building..... | 6 591 |
| New Natural Resources Building..... | 27 339 |
| <i>Total</i> | 37 661 |

(Small amount of space in Lincoln Hall basement has been omitted.)

The Deans of the Colleges of Liberal Arts and Sciences and Engineering, and the Director of the Physical Plant Department were consulted concerning the needs of their departments for the space which the Survey Chiefs desire to retain in the Natural History and Ceramics Buildings, and they have advised as follows:

1. *Natural History Survey*.—The proposed retention of space by this Survey in the Natural History Building appears reasonable and necessary. The space to be released will be used by the Departments of Geology, Zoology, and Mathematics for classrooms, laboratories, and faculty offices.

2. *Geological Survey*.—This division desires to retain over four-fifths of the space now occupied in the Ceramics Building, despite the fact that it would have an increased floor area of over 100 per cent even if all the space in the Ceramics Building were released.

The enrollment in Ceramics and Ceramic Engineering has increased markedly during recent years. It has more than doubled in the last ten. Members of the Department have been engaged in research important to ceramic industries. The existing space has become so crowded that this research program has been handicapped. The Head of the Department has submitted a detailed report showing the need for the space now occupied by the Geological Survey in the Ceramics Building, with the request that space on the third floor be assigned to the Department for specified usage. The Advisory Committee for the Department of Ceramic Engineering representing the ceramic industries is also concerned about this situation. On November 12 it inspected the quarters now used by the Department of Ceramic Engineering and inquired carefully into their use. As a result of the inspection the Committee recommends that all of the floor space in the Ceramics Building now used by the Geological Survey be assigned to the Department of Ceramic Engineering for its exclusive use when the Resources Building is occupied by the Survey.

There are other departments in the College of Engineering which must also be given consideration. The most pressing need is for drafting rooms and for offices due to large increases in the registrations in Mechanical Engineering, Metallurgical Engineering, and General Engineering Drawing.

In view of these considerations, it is recommended that:

1. The request of the Natural History Survey be approved.
2. The Geological Survey be required to vacate all space now occupied by it in the Ceramics Building. As indicated above, this division would still have an increased floor area of 100 per cent when it occupies the Natural Resources Building. The Survey should also give up the Turner House (this structure should be demolished as soon as possible) which it has already agreed to do.

Director Havens presented this matter.

On motion of Mr. Wieland, the recommendation concerning the Natural History Survey was approved, and the President of the University was authorized to assign space in present University buildings to the Geological Survey in accordance with these recommendations, on condition that the Survey release all space in the Ceramics Building, the Turner House Annex, and the garage, and the approval of the plans for the Natural Resources Building was made contingent on the acceptance by the Geological Survey of these assignments.

CHANGES IN REQUIREMENTS FOR GRADUATION IN THE SCHOOL OF PHYSICAL EDUCATION

(27) A recommendation from the University Senate that the requirements for graduation in the School of Physical Education, effective September 1, 1939, be changed as follows:

1. The requirements in the curriculum of Physical Education for Women to be increased from 126 to 130 semester hours.
2. Reduction in the number of hours in professional physical education courses from 45 to 40 in the curriculum of Physical Education for Women.
3. Adoption of the grade-point system in determining eligibility for graduation in the School of Physical Education in place of the present rule that three-fourths of the hours submitted for graduation must be of a grade of "C" or better.

On motion of Mrs. Plumb, these changes were authorized.

FEE FOR GRADUATE WORK IN ORTHODONTIA

(28) On August 2, 1937 (Minutes, page 472), the Board approved a recommendation from the University Senate that the time of the graduate course known as Orthodontia 101 be extended a minimum of one-half time for an additional semester in the case of candidates for the master's degree. The proposal also included a recommendation that no additional fee be charged for the additional time. However, the Board took no action with respect to the fee. I recommend that no additional fee be charged.

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

EXEMPTION FROM FEES

(29) A recommendation that Section 29 of the University of Illinois Statutes, approved March 10, 1936, be amended to read as follows, the change to become effective September 1, 1939.

EXEMPTION FROM FEES FOR CERTAIN MEMBERS OF THE UNIVERSITY STAFF

Persons on University appointment at a salary of \$1,600 per year or less, eligible for admission to University work, or on scholarship or fellowship appointment in the Graduate School shall be exempt from the payment of incidental and laboratory fees in courses counting for graduate credit. Course fees indicated in paragraph (a) or (b) or (c) below and laboratory fees will be required for courses not counting for graduate credit.

FEES CHARGED PERSONS REGISTERING FOR REDUCED SCHEDULES

On approval of the Dean of the college or school concerned, persons may register for reduced schedules. Such persons shall pay the matriculation fee and the usual laboratory fees. Under the following provisions they shall pay the course fees indicated in lieu of the regular incidental fee:

(a) For undergraduate and professional work in the colleges and schools at Urbana: \$2.50 per credit hour, provided registration is for not more than eight semester hours.

(b) For undergraduate work in the College of Pharmacy: \$5.00 per credit hour for residents of Illinois, or \$7.50 per credit hour for non-residents of Illinois, provided registration is for less than ten semester hours.

(c) For undergraduate work in the Colleges of Medicine and Dentistry: First-year and second-year courses, 25 cents per clock hour, plus regular laboratory fees in the courses for which the student registers; third-year and fourth-year courses, 20 cents per clock hour plus full laboratory fees and an additional 15 cents per clock hour for courses involving dispensary or infirmary fees. Non-Illinois students registered for partial programs pay one and one-half times the above stated clock hour fees, except for dispensary and infirmary.

(d) For graduate work at Urbana or Chicago: At the rate of \$10.00 per unit, provided registration is for not more than two units.

On motion of Mrs. Plumb, the Statutes were amended as recommended.

REQUIREMENTS FOR ADMISSION TO GRADUATE WORK IN CHEMISTRY

(30) A recommendation from the Executive Faculty of the Graduate School that one year of college work in French or in German be required as a prerequisite for admission to the Graduate School with Chemistry as a major subject, effective with the beginning of the Summer Session of 1939.

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

PURCHASES RECOMMENDED

(31) A recommendation that the following purchases be authorized:

1. Automobile Fleet Insurance including the following coverage: Property Damage \$5,000, Public Liability \$25,000/50,000; comprising 53 passenger cars and 52 trucks—from Harry E. Wilcox, Champaign, agent for the Car and General Insurance Corporation, who submitted one of two low bids, at a premium of \$1,076.76. The other low bid was submitted by O. E. Seiler, an agent in Chicago who is with the same company. A local agent is in better position to render the necessary service in taking care of claims and adjustments, and it is not practicable to divide the insurance.

2. One LeBlond, 19" x 6', 12-speed Geared Head Engine Lathe with 7½ H.P. Motor, from the R. K. LeBlond Machine Tool Company, the lowest bidder, at a price of \$2,000.

3. One set of Celluloid Guide Cards for Union Card Catalog, consisting of from 40,000 to 60,000 guides, from Remington-Rand, Inc., Chicago, at \$64.50 a thousand, f.o.b. Urbana, at a total cost not to exceed \$3,870. This is a non-competitive item.

On motion of Mr. Pogue, the fleet insurance was awarded to O. E. Seiler, and the other purchases were authorized as recommended.

PURCHASES AUTHORIZED

(32) A report of the following purchases authorized by the President of the University in accordance with the University Statutes:

1. For the Office Supply Store and Extension Service in Agriculture and Home Economics:

600 Reams 25 x 38—60 lb. "A" Grade English Finish Book Paper

100 Reams 25 x 38—70 lb. "A" Grade English Finish Book Paper

200 Reams 24 x 36—45 lb. "A" Grade English Finish Book Paper

from Dwight Bros. Paper Company, Chicago, whose revised quotation was lowest, at a price of \$2,990 f.o.b. delivered.

2. Two hundred 100-lb. kegs white lead, from the International Smelting and Refining Company, the lowest bidder, at a price of \$1,497.62 f.o.b. Urbana.

On motion of Mr. Karraker, the action of the President of the University in authorizing these purchases was approved and confirmed.

COMMUNICATION FROM ILLINOIS TEMPERANCE COUNCIL

(33) A letter from the Illinois Temperance Council, a copy of which is hereby given to the Secretary of the Board for record, concerning conditions in the University community.

This report was received for record.

RECORD OF CONFERENCE OF BOARD MEMBERS ON FEBRUARY 18

(34) The following report of a special emergency conference of members of the Board of Trustees and of a meeting of the Executive Committee held in Chicago on February 18, 1939:

MEETING OF THE EXECUTIVE COMMITTEE, FEBRUARY 18, 1939

On call of President Mayer, a special emergency conference of the Board of Trustees of the University of Illinois and a meeting of its Executive Committee were held jointly at the Blackstone Hotel, in Chicago, at 12:30 o'clock p.m. on Saturday, February 18, 1939, to consider the problems of student welfare involved in certain conditions of environment existing in the University community in Champaign.

The following members were present: President Mayer and Dr. Meyer, members of the Executive Committee; and Mrs. Plumb, Mr. Pogue, Mr. Cleary, and Mr. Moschel.

President Willard was present; also Judge Sveinbjorn Johnson, University Counsel, Mr. C. S. Havens, Director of the Physical Plant Department, and Mr. A. J. Janata, Assistant to the President.

President Mayer stated that a meeting of the Executive Committee and a conference of all other members of the Board who could attend had been called at the request of the President of the University to consider a course of action to be followed by the University administration in dealing with the menace to student welfare of vice conditions existing in certain areas of Champaign.

President Willard presented the following statement:

"The recent tragedy, resulting in the death of Mr. William Spurrier, an undergraduate student, who was shot during the night of February 15-16 near a notorious resort in Champaign, has focused State-wide attention on a situation which the University authorities have been asking the Champaign municipal officials to remedy, but without results. Since the University itself has no police power in areas outside of its grounds, the responsibility for keeping the community free from vice and for maintenance of wholesome conditions in the environment in which its students must live is wholly on the local municipal and county authorities.

"At various times during the past two years or more the University has brought to the attention of the Champaign city administration conditions in certain quarters of the city which the University deemed highly objectionable from the standpoint of the students at the institution. On the occasion of these visits in the offices of the administration in Champaign and on occasions when Champaign city officials have been requested to attend conferences on the subject in certain offices of the University, assurances were repeatedly made by the Champaign city administration that efforts would be made to correct the evil conditions pointed out. By the first of April, 1938, the University had become convinced that no substantial and permanent improvement in the objectionable moral conditions in these quarters could be expected. The University conferred with Attorney General Otto Kerner on April 4 and laid before him the situation together with the facts which previously had been put before the Champaign city administration but without results. It is true that isolated raids were made, but, as the public by this time understands, these occasional raids served no useful purpose as far as eliminating vice conditions is concerned, beyond giving the impression that there is some activity in behalf of law enforcement.

"Attorney General Kerner was entirely sympathetic and indicated that he would endeavor to correct the situation, although he was obliged to inform us that the resources of his office, both legal and financial, were very limited. Since that date the University has kept close watch of the situation, has kept in touch with the Attorney General and cooperated in every way within its power and as required in the direction of improving the environment in which the students are obliged to live. As a result of these conferences and in view of past experiences the University deems it necessary to secure more effective measures for dealing with these conditions. Accordingly the following program is recommended at this time:

"1. Calling on the Governor and the Attorney General to bring to bear whatever powers they may have under the law to stamp out illegal liquor

traffic, gambling, and operation of houses of ill fame and other forms of vice in the University community.

"2. Recommending that any deficiencies of legal power, whether in the Governor, the Attorney General, or the Board of Trustees, or all of them, to deal with conditions within the range of the police power in the vicinity of State owned and operated institutions of higher education, when local officials appear unable or unwilling to deal adequately with them, be remedied by appropriate legislation to be sponsored in the 61st General Assembly.

"3. An emphatic and publicly announced declaration by the Board requesting the General Assembly, through appropriate enactments or resolutions, to restate the principle that State owned and operated educational institutions, like the University of Illinois, are not local but belong to the people of the whole State. Therefore, they should not be without adequate recourse, both prompt and effective, to measures for the protection of their students and not be left dependent on the competence or capacity of local officials.

"4. Since the University stands *in loco parentis* to the students in attendance and has therefore and should assume and discharge a certain responsibility for the environment in which they live, the Board of Trustees should also be given the power to initiate removal proceedings against local municipal officers through the filing of a petition containing sufficient allegations of fact, when in the judgment of the Board responsible local municipal officials wilfully fail or inexcusably neglect to maintain moral conditions in the community in conformity with the standards set by the laws of the State and the local ordinances and when in the judgment of the Board such conditions have become a detriment or a menace to the welfare of the student body."

Judge Johnson and Director Havens also presented statements of what the University has been doing in dealing with this problem.

At this point, Mr. T. P. Sullivan, Superintendent of the Illinois State Bureau of Criminal Identification and Investigation, joined the conference. He stated that he had been directed by Acting Governor John Stelle to investigate the death of Mr. Spurrier, the circumstances and conditions responsible for it, and to render any aid he can to University officials in eradicating those conditions.

After discussing all phases of the situation, on motion of Dr. Meyer, the Board members present unanimously adopted the following statement of policy and authorized the President of the University, as the Executive Agent of the Board, to proceed in accordance therewith:

"The Board of Trustees expresses appreciation of the action of Acting Governor John Stelle in placing at its disposal, through Mr. T. P. Sullivan, Superintendent of the Illinois State Bureau of Criminal Identification and Investigation, the services of that Bureau. The Board of Trustees, having no police power, except on the University Campus, asks the Governor and Attorney General of Illinois to proceed with utmost vigor against the delinquent local officials, bringing to bear all powers under existing laws to stamp out illegal liquor traffic, gambling, and operation of houses of ill fame and other forms of vice in the University community in Champaign. If additional legislation is needed to force local officials permanently to stamp out vice in the vicinity of the University of Illinois, the Board of Trustees, after conference with the Governor and Attorney General, will recommend appropriate action to the General Assembly."

The Board members received the following telegram: "STUDENT BODY WILL BACK ANY SPECIFIC AFFIRMATIVE ACTION BOARD OF TRUSTEES TAKES TO REMEDY VICE SITUATION." This telegram was signed by the following: George Pace, President, Student Senate and Senior Class; Milt Hopwood, President, Interfraternity Council; Charles Filson, President, Men's Independent District Association; Barbara Batchelor, President, Woman's League; Ruth Adkins, President, Woman's Group System; Sarah Schwartz, President, Pan Hellenic Council; Ed Borman, City Editor, Daily Illini; Jim Monroe, Editorial Editor, Daily Illini.

The President of the University was requested to express to the signatories of the message the appreciation of the Trustees.

There being no further business, the Committee meeting and the conference adjourned.

A. J. JANATA, *Acting Clerk*

OSCAR G. MAYER, *President and Chairman*

On motion of Mr. Moschel, this report was received for record.

CONFERENCE WITH GOVERNOR AND ATTORNEY GENERAL

(35) Pursuant to the instructions of the Board at its conference on February 18, University officials conferred with Acting Governor John Stelle and Attorney General John E. Cassidy concerning vice conditions existing in certain areas of Champaign. A report of this conference is hereby given to the Secretary of the Board for record.

The Governor asked the Attorney General to investigate conditions with a view to taking such action as may be appropriate in the circumstances. The Attorney General is now directing a grand jury investigation which was started on February 24.

The Acting Governor also sent the following message to the General Assembly:

February 21, 1939

To the Honorable, the Members of the Sixty-first General Assembly:

I have the honor to transmit herewith the following resolution which was adopted by the Board of Trustees of the University of Illinois:

"The Board of Trustees, having no police power, except on the University Campus, asks the Governor and Attorney General of Illinois to proceed with utmost vigor against the delinquent local officials, bringing to bear all powers under existing laws to stamp out illegal liquor traffic, gambling, and operation of houses of ill fame and other forms of vice in the University community in Champaign. If additional legislation is needed to force local officials permanently to stamp out vice in the vicinity of the University of Illinois, the Board of Trustees, after conference with the Governor and Attorney General, will recommend appropriate action to the General Assembly."

I, therefore, respectfully ask the earnest consideration by your Honorable Body of this problem inasmuch as it is a matter of grave concern to the citizens of our State.

Respectfully submitted,

JOHN STELLE

Lieutenant Governor and Acting Governor

In the House of Representatives a House Joint Resolution was offered on February 21, 1939, providing for the appointment of a committee consisting of three members of the House and three of the Senate to make a thorough investigation of all conditions existing in Champaign County which are detrimental to the welfare of the student body, and to report to the General Assembly its findings and conclusions, with recommendations for the enactment of remedial legislation. This resolution was referred to the Executive Committee of the House.

Judge Johnson commented on this matter, and suggested the possibility of employing special officers in the fields of vice enumerated.

On motion of Mr. Karraker, the President of the University was given discretionary power to secure the introduction of the necessary legislation to eliminate the detrimental conditions, and to explore the subject of student discipline and the development of special police.

SERVICES TO ATTORNEY GENERAL OF ILLINOIS

(36) The Physical Plant Department has been authorized to render such services to the Attorney General of Illinois and his staff as they may need in

connection with the Grand Jury investigation of conditions in Champaign. These have included the rental of a house for offices and sleeping quarters for the staff and the use of a University car for local transportation. I recommend that an assignment of \$3,000, or so much thereof as may be needed, be made from the General Reserve Fund to cover these and other expenses.

On motion of Mr. Jensen, this appropriation was made as recommended, by the following vote: Aye, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mr. Moschel, Mrs. Plumb, Mr. Pogue; no, none; absent, Mr. Adams, Mr. Cleary, Mr. Horner, Dr. Meyer, Mr. Wieland.

LEGISLATION AUTHORIZING AUDIT OF ACCOUNTS AND INVESTIGATION OF METHODS OF CONDUCT OF PROCEEDINGS OF STATE AGENCIES

(37) A bill has been introduced in the 61st General Assembly (H. B. 238) which would give the State Department of Finance certain additional duties and powers; specifically (new language is in italics):

"To audit, investigate, review and examine or cause to be audited, investigated, reviewed or examined at any and all times, the accounts, operations and methods of conduct of proceedings of every private corporation, institution, association, board, commission, commissioner, department, institute, or agency of the State of Illinois receiving appropriations from the General Assembly."

Another amendment in this bill would authorize and empower the Department of Finance to examine the accounts of the Illinois Central Railroad Company, which however does not concern the University.

The present law gives the Department of Finance supervision over the accounts, reports, and operations of the *departments which are under the Civil Administrative Code*, but does not apply to the elective officers, including the Board of Trustees of the University. The proposed amendment would give the Department of Finance very broad powers with respect to every agency of the State, including the elective officers and the University. It would not only provide for an audit of financial transactions, but would include the right to investigate and review operations and methods of conduct of proceedings. Such a provision would have the effect of putting the Department of Finance in a position superior to that of the constitutional officers of the State and of the Board of Trustees.

Under present laws, the Department of Finance is given the authority to prepare biennially a State budget. The University is required to file its budget requests with the Director of Finance. The law further provides that "The Director of Finance may, in his discretion, make further inquiries and investigations as to any item desired." It would seem that this power is ample to enable the Department of Finance to secure information that it may need concerning the financial operations of the University or any other elective division of the State government. The Auditor of Public Accounts, a constitutional officer, is empowered by law to audit all accounts of state officers and agencies.

In view of the effect of this proposed legislation on the status of the Board of Trustees, it is being brought to the attention of the Board.

The Comptroller presented this matter and commented on it.

The President of the University was authorized and requested to express the objections of the Board of Trustees to this legislation, on the ground that it impairs the autonomy of the Board and is obstructive to the proper and efficient conduct of the University.

VISIT OF THE GENERAL ASSEMBLY OF ILLINOIS

(38) In accordance with the custom of many years standing the General Assembly of Illinois has been invited to make its biennial inspection of the University on April 27 and 28. The program will conform to that of previous years. The delegation will arrive late Thursday afternoon, April 27, and will have dinner in a body that night. Friday morning will be devoted to an inspec-

tion of the campus, with a group luncheon followed by a review of the R.O.T.C. brigade and individual inspection trips in the afternoon.

I trust that a number of the members of the Board will find it possible to be at the University to meet and help entertain the visiting delegation.

This report was received for record.

LEGISLATION AUTHORIZING BOND ISSUES TO FINANCE BUILDING CONSTRUCTION

(39) In accordance with the instructions of the Board at its meeting on January 14, 1939 (Minutes, page 191), the University Counsel prepared a bill for an act to create the "University of Illinois Building Commission" and defining its powers and duties. This conforms with the bill presented to the General Assembly in 1937 and with the amendments thereto which were agreed upon at the end of that session. Since this question was referred to the Committee on General Policy at the Board meeting on February 11 (Minutes, page 229), copies of this bill have been sent to that Committee for its consideration and recommendation.

The program will require the introduction and enactment of certain other bills but they are entirely technical and would merely supplement the general bill. The questions of policy involved are all covered by the latter.

This report was received for record.

TREASURER'S REPORT

The Secretary presented for record the following report of the Treasurer.

STATEMENT OF RECEIPTS AND DISBURSEMENTS FRANK M. GORDON, TREASURER UNIVERSITY OF ILLINOIS

JULY 1, 1938, TO FEBRUARY 28, 1939

Balance July 1, 1938..... \$ 362 547 92

Receipts:

| | |
|----------------------|-------------------|
| July, 1938..... | \$485 866 58 |
| August, 1938..... | 306 603 98 |
| September, 1938..... | 213 226 27 |
| October, 1938..... | 161 287 97 |
| November, 1938..... | 166 484 33 |
| December, 1938..... | 165 330 27 |
| January, 1939..... | 183 886 82 |
| February, 1939..... | <u>393 722 93</u> |

| | |
|-----------------------------|-----------------------|
| <i>Total, Receipts.....</i> | <u>2 076 409 15</u> |
| | <u>\$2 438 957 07</u> |

Disbursements (as per canceled checks returned to Comptroller):

| | |
|----------------------|-------------------|
| July, 1938..... | \$245 503 53 |
| August, 1938..... | 209 223 55 |
| September, 1938..... | 217 633 27 |
| October, 1938..... | 220 598 22 |
| November, 1938..... | 202 127 32 |
| December, 1938..... | 252 814 31 |
| January, 1939..... | 134 004 94 |
| February, 1939..... | <u>306 370 99</u> |

| | |
|----------------------------------|---------------------|
| <i>Total, Disbursements.....</i> | <u>1 788 276 13</u> |
|----------------------------------|---------------------|

| | |
|---|---------------------|
| Balance on hand February 28, 1939 (on deposit at First National Bank of Chicago)..... | <u>\$650 680 94</u> |
|---|---------------------|

FRANK M. GORDON, *Treasurer*
Correct: LLOYD MOREY, *Comptroller*

STATEMENT OF RECEIPTS AND DISBURSEMENTS
FRANK M. GORDON, TREASURER
MEDICAL AND DENTAL COLLEGE BUILDING—SPECIAL FUND
JULY 1, 1938, TO FEBRUARY 28, 1939

Balance July 1, 1938..... \$ 56 139 19

Receipts:

| | | |
|------------------------------|------------------|-----------|
| September, 1938..... | \$30 000 00 | |
| February, 1939..... | <u>30 000 00</u> | |
| <i>Total, Receipts</i> | | 60 000 00 |

\$116 139 19

Disbursements (as per canceled checks returned to Comptroller):

| | | |
|-----------------------------------|-----------------|-----------|
| July, 1938..... | \$14 400 00 | |
| August, 1938..... | 7 200 00 | |
| September, 1938..... | 7 200 00 | |
| October, 1938..... | 7 200 00 | |
| November, 1938..... | 7 200 00 | |
| December, 1938..... | 7 200 00 | |
| January, 1939..... | 6 800 00 | |
| February, 1939..... | <u>7 200 00</u> | |
| <i>Total, Disbursements</i> | | 64 400 00 |

Balance on hand February 28, 1939 (on deposit at First National Bank of Chicago)..... \$51 739 19

FRANK M. GORDON, *Treasurer*
Correct: LLOYD MOREY, *Comptroller*

APPOINTMENTS MADE BY THE PRESIDENT

The Secretary presented also for record a list of appointments made by the President of the University.

Arnett, Lyda McClellen, Assistant in Chemistry, on one-half time, beginning February 14, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month (this supersedes his previous appointment). (March 7, 1939)¹

Besancon, Robert Martin, Instructor in Physics, in the Department of Chemistry, in the College of Pharmacy, beginning March 1, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of two hundred sixteen dollars sixty-six cents (\$216.66) a month (this supersedes his previous appointment). (March 7, 1939)

Betty, James Kellogg, Assistant in Operative Dentistry, in the College of Dentistry, beginning February 1, 1939, and continuing through August 31, 1939, without salary. (February 6, 1939)

Bushman, John Conrad, Assistant in English, for five months beginning February 1, 1939, at a cash compensation at the rate of one hundred fifty dollars (\$150) a month (this supersedes his previous appointment). (February 15, 1939)

Connelly, Elizabeth Agnes, Assistant Dean of Women, beginning March 15, 1939, and continuing through August 31, 1939, at a cash compensation at the rate of two thousand dollars (\$2,000) a year. (March 8, 1939)

Denton, Jack Joe, Assistant in Chemistry, on one-half time, beginning February 14, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month (this supersedes his previous appointment). (March 2, 1939)

Edman, George Joseph, Special Research Assistant in Dairy Husbandry, in the Agricultural Experiment Station, on one-half time, beginning March 1, 1939, and continuing through February 29, 1940, at a cash compensation at the rate of sixty dollars (\$60) a month. (March 3, 1939)

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

Harper, Berniece Katherine, Assistant in the Catalog Department of the Library, on two-fifths time, beginning February 10, 1939, and continuing through August 31, 1939, at a cash compensation at the rate of five hundred sixty dollars (\$560) a year. (February 15, 1939)

Henry, Velma Lucille, Assistant in Romance Languages, on three-fourths time, beginning February 1, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of ninety dollars (\$90) a month (this supersedes her previous appointment). (February 11, 1939)

Jensen, Adolph Robert, Assistant in Chemistry, on one-half time, for five months beginning February 1, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month. (February 15, 1939)

Johnson, Reinhold Enoch, Assistant in Medicine, in the College of Medicine, beginning February 15, 1939, and continuing through August 31, 1939, without salary. (February 27, 1939)

Kade, Charles Frederick, Special Research Assistant in Chemistry, on one-half time, beginning February 1, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of fifty dollars (\$50) a month. (February 11, 1939)

Knight, Kenneth Lee, Special Research Assistant in the Agricultural Experiment Station, in cooperation with the State Natural History Survey Division, on two-fifths time, beginning February 1, 1939, and continuing until further notice, at a cash compensation at the rate of fifty dollars (\$50) a month. (February 11, 1939)

Kott, Arthur Edwin, Assistant in Chemistry, on one-half time, for five months beginning February 1, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month. (February 15, 1939)

Land, Anthony Hamilton, Assistant in Chemistry, on one-half time, for five months beginning February 1, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month. (February 15, 1939)

LaSage, Laurence, Assistant in Romance Languages, beginning February 1, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of one hundred twenty dollars (\$120) a month (this supersedes his previous appointment). (February 11, 1939)

Loftdahl, L. J., Special Research Assistant in Chemistry, on one-half time, for five months beginning February 1, 1939, at a cash compensation at the rate of fifty dollars (\$50) a month. (March 2, 1939)

McConnell, Golden A., Assistant to the Dean of Men, beginning February 1, 1939, and continuing through August 31, 1939, at a cash compensation at the rate of one thousand eight hundred dollars (\$1,800) a year, with privilege of taking not to exceed eight hours of work in the College of Law (this supersedes his previous appointment). (February 28, 1939)

McKenzie, Ralph Breaw, Assistant in Rural Sociology, in the Department of Agricultural Economics, in the Agricultural Experiment Station, on one-half time, beginning February 6, 1939, and continuing through August 31, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month. (February 11, 1939)

Rabjohn, Norman, Assistant in Chemistry, on one-fourth time, for five months beginning February 1, 1939, at a cash compensation at the rate of thirty dollars (\$30) a month. (February 15, 1939)

Ragan, Edward Harry, Assistant in Prosthetic Dentistry, in the College of Dentistry, two half-days each week, beginning February 15, 1939, and continuing through August 31, 1939, without salary. (February 27, 1939)

Richter, Frederick Paul, Aeration Processes, Incorporated, Fellow in Chemistry, for five months beginning February 1, 1939, at a stipendium of three hundred seventy-five dollars (\$375). (February 13, 1939)

Sarnat, Bernard George, Assistant in Histology, in the College of Dentistry, beginning February 6, 1939, and continuing through May 31, 1939, with exemption from tuition and laboratory fees for the second semester of the academic year 1938-1939. (February 27, 1939)

Schindler, James Schwartz, Illinois Bankers' Association Fellow in Economics, for five months beginning February 1, 1939, at a stipendium at the rate of fifty dollars (\$50) a month. (February 11, 1939)

Skelton, Robert Franklin, Assistant in Agricultural Engineering, in the College of Agriculture, on one-half time, beginning February 1, 1939, and continuing through July 31, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month. (February 11, 1939)

Smith, Guy Donald, Associate in Soil Physics and Soil Survey, in the Department of Agronomy, in the Agricultural Experiment Station, beginning March 16, 1939, and continuing through August 31, 1939, at a cash compensation at the rate of three thousand two hundred dollars (\$3,200) a year (this supersedes his previous appointment). (March 8, 1939)

Stevens, Carl Mantle, Assistant in Chemistry, on one-half time, beginning February 14, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of sixty dollars (\$60) a month. (February 25, 1939)

Teles, Morris, assistant in Mathematics, on 8/15 time, beginning February 1, 1939, and continuing through June 30, 1939, at a cash compensation at the rate of eighty dollars (\$80) a month. (February 15, 1939)

Weisiger, James Richard, Eli Lilly Fellow in Chemistry, beginning February 1, 1939, and continuing through April 30, 1939, at a stipendium at the rate of seventy-five dollars (\$75) a month. (February 21, 1939)

Zickgraf, Palmer Louis, Research Assistant in the Classics, beginning March 1, 1939, and continuing through August 31, 1939, at a cash compensation at the rate of one hundred fifty dollars (\$150) a month. (March 3, 1939)

RESIGNATIONS

The Secretary presented also for record the following list of resignations.

Brandly, Carl Alfred, Associate Professor of Animal Pathology and Hygiene, in the Department of Animal Husbandry, in the Extension Service in Agriculture and Home Economics, and Associate Chief in Animal Pathology and Hygiene, in the Agricultural Experiment Station—resignation effective March 16, 1939.

Carter, R. L., Assistant Pharmacist in the Drug Room, in the College of Medicine—resignation effective February 3, 1939.

Catterall, John Leslie, Research Assistant in the Classics—resignation effective February 28, 1939.

Cooper, Helen Margaret, Cataloger in the Library—resignation effective at the close of business on March 31, 1939.

Huntington, Lucile, Assistant in the Loan Department of the Library—resignation effective February 28, 1939.

Kade, Charles Frederick, Assistant in Chemistry—resignation effective February 1, 1939.

Kempster, Elizabeth Curts, Assistant in Nutrition, in the Department of Home Economics—resignation effective May 1, 1939.

Lewis, Frederick Minton, Assistant in Chemistry—resignation effective February 1, 1939.

Madison, Mrs. Frances M., Typist in the Department of Dairy Husbandry, in the College of Agriculture—resignation effective March 19, 1939.

Marcus, Lawrence Rogers, Research Graduate Assistant in Civil Engineering—resignation effective February 15, 1939.

Reed, William Smith, Assistant in Agricultural Economics, in the Agricultural Experiment Station—resignation effective February 1, 1939.

Sveda, Michael, Eli Lilly Fellow in Chemistry—resignation effective February 1, 1939.

The Board adjourned, to meet on call of the President.

H. E. CUNNINGHAM

Secretary

OSCAR G. MAYER

President

ADJOURNED SESSION, MARCH 25, 1939

An adjourned session of the March meeting of the Board of Trustees of the University of Illinois was held at the College of Medicine, in Chicago, at 10 o'clock a.m. on Saturday, March 25, 1939.

The following members were present: President Mayer, Mr. Adams, Mr. Cleary, Mr. Jensen, Mr. Karraker, Mrs. Plumb, Mr. Pogue.

President Willard was present; also Mr. A. J. Janata, Assistant to the President, Judge Sveinbjorn Johnson, University Counsel, and the Secretary.

MATTERS PRESENTED BY PRESIDENT WILLARD

The Board considered the following matters presented by the President of the University.

**LEGISLATION AUTHORIZING BOND ISSUES
TO FINANCE BUILDING CONSTRUCTION**

(1) The Board of Trustees has been considering the advisability of again seeking legislation to authorize bond issues to finance certain types of self-liquidating building projects (Minutes of January 14, page 191, and February 11, page 229). The question was referred to the Committee on General Policy and the University Counsel for consideration and report.

In accordance with the instructions of the Board, the University Counsel prepared a revised bill for an Act creating "The University of Illinois Building Commission" and defining its powers and duties. In general, this bill conforms with the bill presented to the General Assembly in 1937 and with amendments thereto which were agreed on by all interested parties at the close of that session. This legislative program will require the introduction and enactment of certain other supplementary, or companion, bills which, however, would be simply technical amendments to correlate and integrate the law creating the University of Illinois Building Commission with existing laws.

Mr. Cleary, for the Committee on General Policy, reported that the Committee referred the matter of this legislation back to the Board without recommendation and without prejudice.

Judge Johnson commented on the provisions of this legislation.

On motion of Mr. Cleary, the President of the University was requested to secure the introduction into the General Assembly of a bill amending sections 1 and 2 of the Act of March 20, 1936, and to take charge of the matter from now on.

The other bills were discussed at length. On motion of Mr. Jensen, the President of the University was requested to take steps to secure the introduction of the building commission bill, and the supplementary bills, at such time as might seem most advantageous, and to take charge of the matter from this point.

LEGISLATION TO GIVE THE UNIVERSITY POLICE POWER

(2) At its meeting on March 14, the Board discussed briefly the advisability of seeking legislation which would authorize the Board to employ police who would be empowered to operate within a prescribed zone in the enforcement of certain laws touching student welfare. While the President of the University was given discretionary power to introduce such legislation (Minutes,

page 267), it seems to me that the questions of public policy in this are so far-reaching that the Board should give them the full consideration which was not possible at its previous meeting due to the pressure of other business.

This matter was fully discussed, and was referred to the President of the University for further study and report to the Board.

ADDITION TO UNIVERSITY HOSPITAL

(3) At its meeting on March 14 (Minutes, page 259), the Board directed the President to request the General Assembly to consider including in the University's biennial budget for 1939-1941 an item of \$180,000 for an addition to the University Hospital. I respectfully request that the Board reconsider its action.

If the General Assembly is requested to add this item to the University's budget the question may well be asked, what offsetting item is the University willing to eliminate in order to keep the budget within the present total. Is the Board prepared to state which item it is willing to sacrifice (for example, the \$200,000 for general improvements of buildings) if this contingency arises?

On motion of Mr. Pogue, the action of the Board on March 14, 1939 (Minutes, page 260), directing the President to include this item in the biennial budget requests, was reconsidered and rescinded.

HEARING ON UNIVERSITY OF ILLINOIS APPROPRIATION BILL

(4) As the members of the Board have been advised by letter, the hearing on the University's budget for 1939-1941 (House Bill 286), will be held before the House Committee on Appropriations at 2 p.m. Tuesday, March 28.

This report was received for record.

APPROPRIATION FOR DEATH BENEFITS

(5) A recommendation from the Comptroller that an assignment of \$7,000 be made from the General Reserve Fund to supplement the provision in the budget of 1938-1939 for the payment of death benefits, as required under the University Statutes. The budget appropriation for the current year is \$15,000. To date there have been payments of \$14,965. These advance budgetary appropriations are merely estimates, as there is no way of determining accurately how much will be needed.

On motion of Mr. Karraker, this appropriation was made as recommended, by the following vote: Aye, Mr. Adams, Mr. Cleary, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mrs. Plumb, Mr. Pogue; no, none; absent, Mr. Horner, Dr. Meyer, Mr. Moschel, Mr. Wieland.

SPECIAL NON-RECURRING APPROPRIATIONS

(6) A recommendation that the following assignments be made from the General Reserve Fund for the purposes indicated:

1. Replacement of ceiling in Genetics Building..... \$ 610
2. Erection of partitions and finishing certain rooms in basement of New Agriculture Building..... 1 700

On motion of Mrs. Plumb, this appropriation was made as recommended, by the following vote: Aye, Mr. Adams, Mr. Cleary, Mr. Jensen, Mr. Karraker, Mr. Mayer, Mrs. Plumb, Mr. Pogue; no, none; absent, Mr. Horner, Dr. Meyer, Mr. Moschel, Mr. Wieland.

HEALTH SERVICE IN THE CHICAGO DEPARTMENTS

(7) On June 19, 1930 (Minutes, page 694), the Board authorized the establishment of the position of Medical Adviser in the Chicago Departments, the function of the incumbent to be similar to that of the University Health Officer at Urbana. It is desirable to place the Chicago Health Service and the budget for this work under the general supervision and budget of the Univer-

sity Health Officer, with an advisory committee consisting of members of the faculties of the three Chicago colleges. I recommend approval of this change.

On motion of Mrs. Plumb, this plan of organization was approved as recommended.

APPOINTMENT OF FRANCIS G. WILSON AS ASSOCIATE PROFESSOR OF POLITICAL SCIENCE

(8) A recommendation that Professor Francis G. Wilson, Professor of Political Science at the University of Washington (Seattle), be appointed Associate Professor of Political Science for two years from September 1, 1939, at an annual salary of \$4,200. (This appointment is to provide for a part of the work formerly carried by the late Professor James W. Garner.)

On motion of Mr. Jensen, this appointment was made as recommended.

SABBATICAL LEAVES OF ABSENCE FOR 1939-1940

(9) On February 11, 1939 (Minutes, pages 219-221), the Board considered 22 applications for sabbatical leaves of absence during 1939-1940. Among those were six applications for leaves of absence on full pay for one-half year which were not recommended for approval on that basis, but the Board authorized in each of these a leave of absence for one-half year on one-half pay. The action of the Board provided that in the event of the withdrawal of any of these applications the President of the University is authorized to approve others in this group on the original basis of full pay for one-half year if the total amount of funds involved were not increased. The following have withdrawn their applications, and this has made possible the reconsideration of the other cases on the basis of their original applications:

W. L. Schwalbe, Assistant Professor of Theoretical and Applied Mechanics, second semester.

A. Hamilton, Associate Professor of Romance Languages, second semester.

A. A. Zimmermann, Associate Professor of Anatomy, first semester.

Hence I recommend that the following leaves be granted:

Ethel Bond, Associate Professor of Library Science, second semester on full pay.

B. S. Hopkins, Professor of Chemistry, second semester on full pay.

P. D. Converse, Professor of Business Organization and Operation, second semester on full pay.

The total funds involved (i.e., salaries paid to members of the faculty while on sabbatical leaves) in those cases approved by the Board on February 11 is \$42,030. The approval of the three cases recommended above will increase this total by \$750.

Associate Professor Julia Outhouse, of the Department of Home Economics, requested a leave of absence on full pay during June, July, and August, 1939, and June, July, and August, 1940. Her application was recommended by the Graduate School and by myself, but through a typographical error the recommendation presented to the Board provided for one-half pay during those periods. I recommend that she be given leave on full pay.

On motion of Mr. Adams, these changes in the terms of sabbatical leaves of absence were approved as recommended.

LEAVES OF ABSENCE

(10) A recommendation that the following leaves of absence be granted members of the staff for the reasons and periods and under the conditions indicated in each case:

1. Miss Mary Stansifer, Home Adviser at Large, one month with pay and one month without pay from March 1, 1939, in addition to vacation and sick leave allowance to which she is entitled, on account of illness. Her salary is paid entirely from Federal funds.

2. Miss Martha Cunningham, stenographer in the Department of Roentgenology, leave of absence without pay from March 3 to June 1, 1939. She has been granted sick leave and vacation allowance to March 3.

3. Miss Clareta Walker, Home Adviser in Macoupin County, two weeks with pay from May 24, 1939, for the purpose of study.

4. Miss Jessie Campbell, Home Adviser in Livingston County, two weeks with pay from May 24, 1939, for the purpose of study.

5. Mrs. Constance Edmundson, junior stenographer in the College of Education, ten days from March 16, in addition to her regular sick leave allowance, on account of illness.

6. Mr. B. R. Hurt, Assistant in Agricultural Economics, three months without pay beginning April 1, 1939, in order that he may work on a research project with the United States Department of Agriculture.

7. Miss Nettie M. Roberts, University Senior Stenographer in the President's Office, sick leave with full pay for one month, or so much thereof as may be needed, in addition to the regular sick leave and vacation allowance to which she is entitled, to be distributed approximately as follows: March 27 through April 9, April 24 through May 7.

On motion of Mr. Cleary, these leaves were granted as recommended.

PURCHASE RECOMMENDED

(11) A recommendation that the following purchase be authorized:

1½ tons 22 x 34—40 pound 100 per cent Rag Bond

½ ton 17 x 22—13 pound 100 per cent Rag Bond

25 reams 22 x 34—32 pound 100 per cent Rag Bond

all to contain watermark of University of Illinois seal, from the J. W. Butler Paper Company, the lowest bidder, at a total cost of approximately \$1,400 f.o.b. Urbana.

On motion of Mr. Karraker, this purchase was authorized as recommended.

PLANS FOR NATURAL RESOURCES BUILDING

(12) The following statement:

Exterior Design.—The Board of Trustees, at its meeting on March 14, placed the responsibility for the approval of the exterior design of the Natural Resources Building on the Physical Plant Department. The State Architect has submitted a revised design in which are incorporated revised details of certain elements, principally the main entrance and motifs on either end of the front elevation, in the spirit of the suggestions offered by the University. Details of the rear entrance will receive further study. The Director of the Physical Plant Department has submitted a memorandum of understanding with the State Architect's office covering these points. A copy of this memorandum is hereby given to the Secretary of the Board for record.

General Construction.—On March 14 the Board approved the plans and specifications for the general work on this building, provided that certain changes recommended by the Physical Plant Department were made therein. The Director of the Department reports that Items 31 and 34 of this list of changes recommended by them have been withdrawn; the other changes recommended have been agreed to by the State Architect.

Mechanical Work.—The Director of the Physical Plant Department reports that he has reached an agreement with the State Architect on the plans for the mechanical work (heating, plumbing, electrical, and elevator installations) on the Natural Resources Building. The Director recommends approval of these plans, subject to certain changes which the State Architect's office has agreed to make. These changes are specified in detail in a memorandum which is hereby given to the Secretary of the Board for record and future reference.

This report was received for record.

ASSIGNMENT OF SPACE TO STATE SURVEYS

(13) A report that complete agreement has been secured with the Natural History Survey on the assignment of space to that agency as recommended on March 14 with the further release by the Survey of space in the Natural History Building—Room 217; and a recommendation that the assignment to the Geological Survey be modified as follows:

(a) Storage space for the publications of the Geological Survey (approximately 2,500 square feet) will be provided in a university building.

(b) Space in the basement of the Ceramics Building (approximately 1,300 square feet) will be assigned to the Geological Survey.

(c) Use of present garage in case no funds are available to build a new one on the site of the Natural Resources Building; any margin in the State appropriation and grant for this building will be reserved for the construction of a new garage.

These modifications meet the approval of the Director of the Physical Plant Department.

On motion of Mr. Cleary, these modifications in the assignment of space to the Geological Survey were approved.

On motion of Mr. Cleary, the Secretary was instructed to express to the University and State Architects the appreciation of the Board of their satisfactory cooperation on the plans for the Natural Resources Building.

OFFER OF CARNEGIE CORPORATION

(14) The Carnegie Corporation of New York has offered to present to the University of Illinois Library filmed pages of research material collected by Dr. Paul Monroe of Columbia University for his volume, "The Founding of the American Public School System." In the preparation of this book he collected hundreds of original documents relating to public education in America before 1865. Since this source material is of interest to scholars in the field of education it has been reproduced on microfilm. The only condition attached to the offer is that the University keep a record over a two-year period of the number of times any of this material is withdrawn for reference or home use.

The University Library has a reading machine for using such films, and keeping a record of use does not involve any great amount of work. I recommend acceptance of the offer.

On motion of Mr. Karraker, this gift was accepted as recommended.

GIFTS TO THE UNIVERSITY

(15) A report of the following gifts received by the University since the last report:

1. National Tea Company, \$500, for the establishment of a graduate scholarship or fellowship for the academic year 1939-1940, in the Department of Business Organization and Operation, College of Commerce.

2. Air Reduction Sales Company, welding and cutting equipment for use by the Department of Chemistry as a demonstration unit. (The company has requested that the University purchase the oxygen and acetylene to be used with this equipment from them.) The University has accepted the gift with the proviso that it will purchase such oxygen and acetylene as may be needed for use with the equipment only so long as the prices at which the same are offered are fairly competitive (quality and all cost factors considered.)

3. Carnegie-Illinois Steel Corporation, \$250, for an addition to the original test program of the cooperative "Investigation of Steel Car Wheels," Department of Railway Engineering, in the College of Engineering.

4. Abbott Laboratories, North Chicago, \$1,000, to the College of Medicine, to aid Dr. S. R. Rosenthal in his research work on anaesthetics.

5. The Federal Art Project of the Works Progress Administration, five paintings as a "permanent loan" to the University for the Laura B. Evans Hall.

6. Sears, Roebuck, and Company, Chicago, \$500, for a graduate scholarship or fellowship for the study of marketing or business, to the College of Commerce.

7. The Rockefeller Foundation, \$35,000, for the period of 1939-1942, for continued support of the program in teaching and research work in Psychiatry in the College of Medicine.

8. Binks Manufacturing Company, Chicago, a spray booth and equipment, valued at \$936, to the Department of Ceramic Engineering, (the spray booth alone was previously reported to the Board on February 11).

9. The American Potash Institute, \$700 additional for research work on interaction of soils with potassium salts.

10. American Dry Milk Institute, additional \$750 for study of mineral metabolism of children.

11. American Society of Heating and Ventilating Engineers, \$525 additional for Air Conditioning Research.

12. Illinois Federation of Women's Clubs, \$304 for additional research on Gynecological Cancer.

13. Nutrition Research Laboratories, \$141.67 additional for Vitamin D Fund.

14. George Davis Bivin Foundation, \$274.50 for the publication of a monograph by Professor H. H. Anderson of the Department of Psychology. This is a continuation of the financial support which the Foundation has been giving to his research work.

15. Eli Lilly and Company, \$750 for the establishment of a research fellowship in Chemistry during the academic year 1939-1940.

16. Arthur Andersen Research and Educational Fund, \$500 for the establishment of a graduate scholarship in accountancy or economics.

17. American Dry Milk Institute, \$600 for the continuation of Professor F. R. Steggerda's research work on the study of calcium metabolism in the adult man.

18. Mead, Johnson, and Company of Evansville, Indiana, \$1,900 for research work on the absorption, utilization, and excretion of different carbohydrates which are more or less generally used in the feeding of infants—this study to be carried on by the Pediatric Department of the College of Medicine.

On motion of Mr. Jensen, these gifts were accepted.

GIFT OF PAPERS OF CHARLES M. REMEY

(16). On February 11, I reported a gift from Mr. Charles M. Remy of a box of his reminiscences and diaries and other material on condition that the same shall not be opened until 1995. The Board declined to accept without having more information about the donor and reasons why this gift should be accepted under such conditions. The Director of the Library has requested that the Board reconsider its decision.

No action was taken on this matter.

TREASURER'S BOND

Mr. Karraker reported for the Finance Committee a recommendation that the bond of the Treasurer be placed with the Lumbermen's Mutual Casualty Company at a premium of \$1,875 (subject to a dividend estimated at 20 per cent, making the net cost \$1,500).

This matter was discussed.

Mrs. Plumb offered a motion that this bond be placed with an old-line company. The motion did not prevail.

On motion of Mr. Karraker, the Comptroller was authorized to place a guarantee and indemnity bond with the Lumbermen's Mutual Casualty Company as recommended. Mrs. Plumb asked to be recorded as voting in the negative on this motion.

The Board adjourned, at 2 p.m., to meet on call of the President.

H. E. CUNNINGHAM

Secretary

OSCAR G. MAYER

President