

MEETING OF THE BOARD OF TRUSTEES

OF THE

UNIVERSITY OF ILLINOIS

November 24, 1939

**With Executive Committee Meeting of
November 1, 1939**



The November meeting of the Board of Trustees of the University of Illinois was held at the Blackstone Hotel, in Chicago, at 10:30 a.m. on Friday, November 24, 1939.

The following members were present: President Mayer, Mr. Cleary, Mr. Jensen, Dr. Meyer, 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, Judge Sveinbjorn Johnson, University Counsel, Director C. S. Havens, and Mr. H. E. Cunningham, Secretary.

MINUTES APPROVED

The Secretary presented the minutes of the meetings of September 30 and October 20, 1939, and also, for record, the minutes of meetings of the Executive Committee on August 23 and 29 and October 9, 1939.

On motion of Mr. Jensen the minutes were approved and received for record as printed on pages 553 to 648 above.

MEETING OF THE EXECUTIVE COMMITTEE, NOVEMBER 1, 1939

The Secretary presented for record the minutes of a meeting of the Executive Committee.

A meeting of the Executive Committee of the Board of Trustees of the University of Illinois was held at the University Club, in Chicago, Illinois, at 1:30 o'clock p.m. Wednesday, November 1, 1939.

Mr. Oscar G. Mayer, Chairman, and Mrs. Glenn E. Plumb, members of the Executive Committee, were present; also Director C. S. Havens of the Physical Plant Department, and Judge Sveinbjorn Johnson, University Counsel.

In the absence of the Secretary of the Board of Trustees, Mr. Havens was appointed Acting Clerk.

The Director of the Physical Plant Department reported that in accordance with the action of the Board of Trustees at its last meeting (Minutes, page 624), his Department has obtained bids on material for piping and bilge pumps for the steam tunnel in connection with the construction of the new Power Plant. A schedule of these bids has been given to the Secretary of the Board for record.

The total estimate of the work based on the specifications and using University labor is \$66,500, or approximately \$10,000 below the lowest bid. Revisions of the design and the pipe supports at the suggestion of Sargent & Lundy will further reduce the cost by approximately \$11,200 below the estimate quoted.

The Physical Plant Department therefore recommends: (1) that the Physical Plant be authorized to proceed with this work with its own labor, as recommended to the Board on October 20; (2) that \$55,300 be released from the appropriation "New Power Plant" for the above work; and (3) that the following contracts, based on the lowest base bids, be awarded:

Pipe, bends, fittings and pipe fabrication—Crane Company.....	\$25 577 00
Valves—Saunders & Company.....	2 056 20
Expansion joints—American District Steam Company.....	1 055 43
Pipe supports and miscellaneous steel—Nechin Iron Works....	5 097 65
Bilge pumps—Yeomans Bros. Company.....	3 435 00

On motion of Mrs. Plumb, these contracts were awarded, and the Physical Plant Department was authorized to proceed with the installation of pipe and bilge pumps, pursuant to the action of the Board on October 20, 1939 (Minutes, page 625), in view of the material saving of funds which will result therefrom and which is so essential to the completion of the Power Plant and Distribution System.

The Executive Committee adjourned.

C. S. HAVENS, *Acting Clerk*

OSCAR G. MAYER, *Chairman*
MRS. GLENN E. PLUMB

MATTERS PRESENTED BY PRESIDENT WILLARD

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

SPECIAL APPROPRIATIONS AND NON-RECURRING EXPENDITURES

(1) The Committee on Special Appropriations and Non-Recurring Expenditures recommends assignments from the General Reserve Fund for the following purposes:

Spectrophotometer for Illumination Laboratory.....	\$ 5 000
Equipment for Library and Library School.....	1 500
Equipment for College of Liberal Arts and Sciences.....	10 000
Restoration of garden areas on South Campus.....	1 400
Musical instruments for orchestra in Chicago Departments.....	1 050
Minor Physical Plant Improvements:	
Two power circuits in Arthur Newell Talbot Laboratory \$770	
Remodeling quarters in Medical and Dental Building for	
central mailing service in Chicago Departments....	200
Changes in swimming pool offices in gymnasiums to	
provide for continual supervision of pools.....	400
Archery Range.....	200
	<u>1 570</u>
	\$20 520

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

At this point, Mrs. Plumb took her place with the Board.

APPROPRIATION FOR RESIDENCE HALL PLANS

(2) The estimated cost for the preparation of plans and specifications for a men's residence hall up to the point of letting contracts is \$15,000, after which funds will become available through the loan which will be made for this project by the Connecticut Mutual Life Insurance Company. The Director of the Physical Plant Department therefore recommends that an appropriation of \$15,000 be made from the General Reserve Fund for the drawing of plans and specifications. It is the understanding that this fund will be reimbursed from funds to be borrowed from the insurance company.

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

CENTRAL MAIL SERVICE IN CHICAGO DEPARTMENTS

(3) A recommendation that an appropriation of \$1,250 be made to the Physical Plant Department for the establishment of a centralized mail service in the Chicago Departments. Such a service is greatly needed and would correspond to the service which has been provided in the Urbana Departments for many years. This will be a permanent addition to the budget.

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

ADJUSTMENT IN BUDGET OF THE ATHLETIC ASSOCIATION

(4) The Board of Directors of the Athletic Association have authorized an assignment of funds for the purchase of an electric scoreboard for basketball games. It is estimated that this will cost \$650. This adjustment in the budget of the Association has been approved.

On motion of Mr. Jensen, this adjustment was approved.

PURCHASE OF UNIVERSITY OF CHICAGO PROPERTY

(5) For the past two or three years the University of Illinois has leased from the University of Chicago the vacant property at the southwest corner of Lincoln (Wolcott) and Polk Streets across from the Medical and Dental College Laboratories Building, with an option to purchase this property for \$40,000. This option expired October 31, 1939. Prior thereto, the University of Chicago had entered into a contract with Nicholas and Gust Maggos of Chicago for the purchase by the latter of this property for \$35,000 in the event the University did not exercise its option. Thus, while the University had a prior claim on the purchase of this property, to exercise its rights would have cost \$5,000 more than the price at which the property was offered to an alternate buyer.

In order to take advantage of this difference in price, the Comptroller and Secretary of the Board were authorized to execute a contract with Maggos Brothers whereby the University purchased from them for a consideration of \$600 their contract with the University of Chicago. Thus the University will purchase this property for \$35,600, a saving of \$4,400 below the price it would have paid under its own option.

This report was received for record.

SALE OF CHICAGO PROPERTIES

Mrs. Plumb reported the conclusion of the negotiations with the Commissioners of Cook County relative to the sale of the site of the old medical and dental buildings to Cook County, and the receipt of the purchase price.

The President of the Board expressed the appreciation of the Board for Mrs. Plumb's skillful and effective services in consummating the sale of this property and in securing payment therefor.

BUILDING AT DAMEN AVENUE AND POLK STREET

It was reported that the lot acquired at the corner of Damen Avenue and Polk Street contained an undesirable building.

On motion of Mr. Cleary, the Comptroller was authorized to terminate the lease and the Physical Plant Department was authorized to raze the building at Damen Avenue and Polk Street at the earliest possible moment.

**CONTRACT FOR INSULATION FOR PIPING IN STEAM TUNNEL
OF POWER PLANT DISTRIBUTION SYSTEM**

(6) The Executive Committee on October 9 (Minutes, page 612) awarded a contract for the insulation of the piping in the steam tunnel of the Power Plant Distribution System to the Union Asbestos and Rubber Company on its alternate bid of \$51,254, subject to laboratory tests proving that a thickness of 2½ inches of its product (Unibestos) is equal to 3 inches of magnesia pipe covering; and provided that if tests do not prove this the contract would be awarded to the Asbestos and Magnesia Materials Company on its lowest base bid of \$56,495.

The Power Plant Committee has given considerable study to this question and has come to the conclusion that the lowest bid of the Asbestos and Magnesia Materials Company should be accepted rather than the alternate bid of \$51,254 of the Union Asbestos and Rubber Company. The Committee decided that laboratory tests which could be run at this time would not be a fair comparison of the two materials from the standpoint of their future use. The Committee and the Physical Plant Department therefore recommend the award of the contract to the Asbestos and Magnesia Materials Company on its base bid of \$56,495.

On motion of Mrs. Plumb, this contract was awarded as recommended.

CONTRACT WITH SARGENT & LUNDY, INC.

(7) The contract for the services of Sargent & Lundy authorized by the Board on July 21, 1939 (Minutes, page 494), did not include supervision of the Power Plant and Distribution System because the Physical Plant Department was uncertain at that time how this phase of the work could best be handled. The Department has since concluded that this supervision should be placed with Sargent & Lundy as this will make it possible to maintain the entire responsibility for the designing and construction of the project, both Power Plant and Distribution System, in one organization. Thus, any work done by the Physical Plant Department itself in the construction of the Distribution System will be subject to the same supervision as contractors. Accordingly, a change in the contract with Sargent & Lundy has been authorized to include:

"Compensation for services of field engineer (if and when services are required) shall be on the basis of an expense charge which shall be equal to the actual salary plus taxes and insurance and the actual field expense, such as traveling, room, board, etc., and shall be billed and paid monthly as incurred." Estimated cost, \$9,000.

On motion of Mr. Jensen, this action was confirmed.

CHANGE ORDERS ON POWER PLANT AND DISTRIBUTION SYSTEM

(8) A recommendation that the President of the University be authorized to act on all changes in contracts for the Power Plant and Distribution System involving less than \$1,000. Change orders involving \$1,000 or more will be submitted to the Board for approval in advance.

On motion of Mr. Wieland, this authority was granted.

CONTRACT CHANGE ORDERS ON NEW POWER PLANT

(9) A recommendation for the approval of the following contract change orders:

Change Order No. 1, contract with the Marquette Electric Switch-board Company for 600-volt switching equipment.

Additions

2	General Electric type E-22 potential transformers, 440/110 V., 50 V.A., to be added to Main Group.....	\$ 62 00
24	Disconnecting switch locks to be added to disconnecting switches on Main Group. This involves making the switches S.P. instead of 3-P.....	48 00
4	I-T-E type ET air circuit breakers, hand operated, to be added to Turbine Room Group.....	88 00
3	I-T-E type KSB air circuit breakers, 200 A., complete with trip free relays, 6-circuit auxiliary switches, and shunt trips to match other air circuit breakers on the job and to be added to the Boiler Room Groups to take the place of the 150 A. KJB breakers mentioned above.....	966 00
3	G.E. type JLF-3 current transformers, 200/5 A. to be placed on Boiler Room Groups in lieu of the 150 A. transformers mentioned above.....	54 00
2	G.E. PK-2 potential test blocks, 4-P., to be added to Main Group to serve watt-hour meters.....	22 00
8	G.E. PK-2 current test blocks, 4-P., to be added to Main Group to serve watt-hour meters.....	88 00
1	G.E. HGA relay, to be added to Coal-handling Group.....	9 00
<i>Total Additions.....</i>		<i>\$1 337 00</i>

Deductions

7	I-T-E type ET air circuit breakers, 100 A., 500 V. A.C., hand operated. This involves removing nine (9) breakers from Boiler Room Groups and adding two (2) to the Main Group.....	\$161 00
3	I-T-E type KJB breakers, 150 A., to be omitted from Boiler Room Groups.....	624 00
3	General Electric Type JLF-3 current transformers, 150/5 A. to be omitted from Boiler Room Groups..	51 00
<i>Total Deductions.....</i>		<i>836 00</i>
<i>Total Price Increase.....</i>		<i>\$ 501 00</i>

Change Order No. 1, contract with the Springfield Boiler Company for Three Steam Generating Units and Three Traveling Grate Stokers.

Deduction

For omission of boiler supporting columns, framing horizontal supporting steel directly into the building columns..... \$1 350 00

Change Order No. 1, contract with the Marley Company for One Forced Draft Cooling Tower.

Addition

Furnish, deliver and erect in cooling tower the following lot of spray distribution piping, as shown on drawing CA-3026-A attached:

- 1—12" x 12" x 16" Cast Iron 125 lb. Std. Red. Tee, F.F.D.
- 1—12" x 10" x 8" x 6" Marley Cast Iron Cores, Pattern R3-3.
- 2—8" x 6" x 10" Marley Cast Iron Tees, Pattern CI-103-X.
- 1—10" dia. x 6'0" Class "A" C.I. Pipe F.F.D.
- 1—10" dia. x 2'6" Class "A" C.I. Pipe F.F.D. (12" Fig. OE).
- 3—8" x 6" x 12'0" Marley C.I. Tapered Pipe with Taps.
- 3—8" x 4" x 12'0" Marley C.I. Tapered Pipe with Taps.
- 3—4" dia. x 1'6" Marley C.I. End Pieces with Taps.
- 3—6" dia. x 4'10" Marley C.I. End Pieces with Taps.
- 33—2" dia. x 3'4" Marley C.I. Pipe Arms. Pattern CI-199.
- 33—2" dia. x 2'4" Marley C.I. Pipe Arms. Pattern CI-201.
- 24—1" dia. x 9" Galv. Pipe Nipples—T.B.E.
- 204—1" dia. x 7½" Galv. Pipe Nipples—T.B.E.
- 24—1" dia. x 6" Galv. Pipe Nipples—T.B.E.
- 12—1" dia. x 4" Galv. Pipe Nipples—T.B.E.

All necessary gaskets, bolts, and nuts for erection of the above equipment. Total approximate weight, 7500 pounds.

Total Addition..... \$ 445 50

Change Order No. 1, contract with the General Electric Company for Two Turbo-Generator Units.

Addition

Changing of the 25-kw motor-generator set consisting of generator No. 366840 rated 250 volts d-c and 35-horsepower, 220 volt, 3-phase motor No. 457874, to 440 volts, 3 phase, 60 cycle on the motor and 125 volts d-c on the generator.

For performing the work described as follows: to parallel the fields, rewind the armature, furnish new commutator and new brush rigging for the d-c generator, and rewind the stator of the induction motor—net price, f.o.b. University Power Plant, Champaign, Ill..... \$ 560 00

It will require approximately seven weeks to secure the necessary material and make this change over.

Change Order No. 1, contract with the Pennsylvania Transformer Company for Transformers and Reactors.

Deduction

(1) Deduction due to omission of reactors (Items 4 and 5) as originally provided in the contract..... \$4 355 00

(2) Addition for reactors (Items 6, 7, 8)..... 3 473 00

Net Deduction..... \$ 882 00

Change Order No. 1, contract with the Allis-Chalmers Manufacturing Company for 4,000 volt switchgear.

Deduction

Omission of one (1) feeder switchgear unit of Item 4 of Specification..... \$5 034 00

Omission of all apparatus for Generator #3 on Item 2 of Specification, except the switchgear structure. This structure to include the primary disconnecting devices and isolators..... 5 394 00

Omission of voltage regulator for Generator #3, part of Item 9 of Spec..... 450 00

Omission of field switch cubicle for Generator #3, part of Item 13 of Spec..... 446 00

Omission of neutral disconnect switch for Generator #3, part of Item 14 of Spec..... 43 00

Total Deductions..... \$11 367 00

Add primary disconnecting devices and isolators for Generator #4 on Item 3 of Specifications.....	\$ 1 007 00
<i>Net Deduction</i>	\$10 360 00

On motion of Mr. Pogue, these changes were approved.

CONTRACT CHANGE ORDERS ON PWA PROJECTS

(10) In accordance with the authorization of the Board of Trustees, I have approved the following contract change orders and request confirmation of such approval.

Illini Union Building

Change Order No. 2, contract with the Phillips, Getschow Company for Heating, Ventilating, and Air Conditioning Work.

(1) Provide openings in present concrete walls necessary to receive piping in accordance with quotation of 9/5/39—Add.....	\$319 70
(2) In order to permit elevating piping across Fountain Room feed north unit heater on east wall of bowling alley from the south as directed by Mr. Brunkow—Add.....	91 00
<i>Total Additions</i>	\$410 70
(3) For omission of tests on steel pipe in accordance with estimate of October 2, 1939—Deduct.....	9 01
<i>Net Additional Cost</i>	\$401 69

Change Order No. 3, contract with the Wadeford Electric Company for Electrical Work.

For furnishing and installing 99 extra circuits in lighting cabinets—Add.....	\$435 60
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Change Order No. 2, contract with English Brothers for General Work.

(1) Omit fireplace in east wall of main dining room in accordance with quotation (Credit).....	\$137 91
(2) Omit hood supports in kitchen in accordance with quotation of August 2, 1939 (Credit).....	180 00
(3) Change Fondulac flagstone in ground story from a honed to a natural cleft surface, in accordance with quotation of August 24, 1939 (Credit).....	344 52
(4) Furnish terrace Blue Stone border with hand dressed instead of sawed edges, according to quotation of August 24, 1939 (Credit).....	179 76
<i>Total Credits</i>	\$842 19
(5) Provide terrace panels of Crab Orchard Stone with snapped edges, according to quotation of August 24, 1939—Add.....	\$614 45
(6) Provide area drain for pavement in delivery area according to quotations of 7-20-39 and 8-26-39—Add.....	67 21
(7) Repaint two PWA signs in accordance with quotation of 8-10-39—Add.....	15 00 696 66
<i>Net Credits</i>	\$145 53

Change Order No. 2, contract with the Arthur W. Murray Company for Plumbing.

Provide 4 additional hose cabinets and other incidental changes to fire protection system as outlined in letter of September 21, 1939—Add.....	\$319 14
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Fifth Addition to the Library

Change Order No. 8, contract with English Brothers for General Work.

Furr out piping south of book conveyor in all stories, extending same to next opening to present stack units—Add..... \$496 80

Change Order No. 9, contract with English Brothers for General Work.

- (1) Replace with new, present lintels in second story at openings to present stacks to increase head room, quotation of September 19, 1939—Add..... \$133 50
- (2) Omit cutting lintels for two fourth story openings shown on drawings, quotation of September 19, 1939—Deduct..... 53 40

Net Addition..... \$ 80 10

Change Order No. 1, contract with W. B. Read and Company for Equipment, Group II.

Increase length of 98 cubicle table tops to 48" but holding maximum over-all dimension for legs to 37" @ 75¢—Add..... \$ 73 50

Change Order No. 3, contract with the Anderson Electric Company for Electrical Work.

Rearrange lighting now under pneumatic tubing in fourth story—Add..... \$ 41 75

First Addition to McKinley Hospital

Change Order No. 8, contract with Wm. C. F. Kuhne for General Work.

- (1) For additional expense for construction of and insulation of breeching connection to incinerator to meet new requirements of manufacturer in accordance with proposal dated October 10, 1939.. \$310 19
- (2) For incidental plaster changes through building, principally to cover plumbing lines, quotation of October 7, 1939—Add..... 159 05
- (3) For provision of terrazzo seal and finish in ground story only, quotation of October 4, 1939—Add.... 25 71

Total Additional Cost..... \$494 95

Change Order No. 9, contract with Wm. C. F. Kuhne for General Work.

Provide offset type white bronze sash lifts in accordance with quotation dated 10/24/39—Add..... \$121 00

Gregory Hall

Change Order No. 11, contract with W. E. O'Neil Construction Company for General Work.

This is to approve use of unselected red and white birch for interior trim where only red birch is specified—Deduct..... \$200 00

Change Order No. 12, contract with W. E. O'Neil Construction Company for General Work.

For changes in hardware in accordance with letter dated June 7, 1939—Add..... \$101 87

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

GREGORY HALL CONTRACT CHANGE ORDER

(11) A recommendation from the Physical Plant Department for the approval of a change in the general contract for Gregory Hall (PWA Project, Ill. 1962-F) to provide for the installation of one counter in Room 14 and two in

Room 18, at a net addition of \$718.75. These two counters are for the Journalism laboratories on the ground floor.

On motion of Mr. Pogue, this change was authorized.

RETIREMENT OF MEMBERS OF THE STAFF

(12) On July 14, 1939 (Minutes, page 363), the Board amended Paragraph III, Section 30, of the University Statutes relating to retirements by adding a provision for retirement in case of physical disability prior to the normal retiring age. The Faculty Committee on University Retirement recommends the following addition to Section 30, article III, paragraph (b) of the Statutes: "If the retiring allowance as above calculated is less than \$300 a year, the amount granted shall be \$300 per year."

The reasons for this additional amendment are set forth in the enclosed memorandum from the Chairman of the Committee, a copy of which is hereby given to the Secretary of the Board for record and copies of which were sent to the members of the Board in advance of this meeting.

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

APPOINTMENT OF PROFESSOR FLORIAN ZNANIECKI

(13) A recommendation that Dr. Florian Witold Znaniecki, formerly Professor of Sociology at the University of Poznan (in the Province of Warsaw, Poland), be appointed Visiting Professor of Sociology for the second semester, or for five months from February 1, 1940, at a salary of \$2,500. This will be charged against the salary provided for the Headship of the Department which is vacant.

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

LEAVE OF ABSENCE FOR DEAN T. E. BENNER

(14) Dean T. E. Benner, of the College of Education, has requested a leave of absence from June 7 to July 17, 1940, so that he may accept an invitation to teach at the University of Texas during that time. I recommend approval of this leave with full pay.

On motion of Mrs. Plumb, this leave was granted as recommended.

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. Dr. E. T. Robbins, Associate Professor of Animal Husbandry Extension, sick leave with full pay from November 15 to January 1, or so much thereof as is necessary.

2. Mr. Fred C. Hood, Assistant High School Visitor, sick leave with full pay from October 27 through November 30.

3. Professor W. C. Rose of the Department of Chemistry, leave of absence with full pay from October 20 to November 30, 1939, or so much thereof as may be necessary, because of the serious illness of Mrs. Rose, who is in a Chicago hospital and whose condition requires him to be with her. The Department is carrying on his work without additional expense to the University.

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

DEATH OF DR. BERNARD PORTIS

(16) A report of the death on October 31 of Dr. Bernard Portis, Assistant Professor of Surgery on the clinical staff of the College of Medicine. Doctor Portis has been on the staff since February 15, 1935.

This report was received for record.

RETIREMENT OF JOHN LEACH FOR PHYSICAL DISABILITY

(17) A recommendation that John Leach, laborer in the Department of Horticulture, be retired, effective December 1, 1939, on an annual retiring allowance of \$300 for life. Mr. Leach is 59 years and 10 months of age. He has been in the service of the University for 18 years and four months. During the past 18 months he has not been able to work regularly due to poor health. On the advice of the University Health Officer, the Department and the Dean of the College recommend that he be retired under the provisions of the University Statutes as amended by the Board of Trustees on March 14, 1939.

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

At this point, President Mayer asked Mr. Pogue to take the chair, and withdrew for a time.

AGREEMENTS FOR COOPERATIVE INVESTIGATION

(18) A report of the approval of an agreement for cooperative investigations with the Dairy Industries Supply Association, Inc., for a study of a problem relating to the dairy products industries, the specific nature of which shall be agreed on by the following persons concerned: (1) the Head of the Department of Dairy Husbandry; (2) the professor to whom the holder of the assistantship shall be required to report; (3) the student to whom the assistantship is awarded; and (4) the committee representing the American Dairy Science Association and the Dairy Industries Supply Association. The investigation is to be carried out by the University through its Agricultural Experiment Station. The agreement is drawn for a period of one year beginning September 1, 1939, with provision for its extension on mutual agreement. The Association agrees to contribute \$550 to cover the expenses of the work as well as the stipend of the assistant.

On motion of Mr. Jensen, the action of the President of the University in authorizing this agreement was approved and confirmed.

EXTENSION OF COOPERATIVE INVESTIGATION

(19) A report of the extension of an agreement for cooperative research investigations, and a request for confirmation of such extension, with Starline Incorporated, Harvard, Illinois. This is a modification of the agreement which was authorized by the Board on June 8, 1939. Section 8 of the agreement has been changed so that the total contribution to be made by the company is \$1,170 instead of \$1,520. A check has been received covering the final payment.

On motion of Mrs. Plumb, the action of the President in extending this agreement was approved and confirmed.

PUBLICATIONS RESULTING FROM COOPERATIVE RESEARCH INVESTIGATIONS

(20) At the meeting of the Board on April 11, 1933 (Minutes, page 207), it was voted that cooperative research projects "be subject to the requirement that authorization of publication by the donor of funds should be given only by the Board on recommendation of the Executive Staff of the Engineering Experiment Station. It was the opinion of the Board that copies of all reports of progress of cooperative projects should be sent to the Board committee on patents at the same time they were sent to the donors." There are many co-operative research projects under way to which the above requirement would apply whenever it would appear desirable to publish any account of the work prior to publication of a bulletin by the University giving the results of the work. Likewise there are many projects on which it is desirable to make reports of progress from time to time to donors of funds for such work. In carrying out the above requirement of the Board of Trustees, it has been the practice to submit requests for release of manuscripts to the President of the Board for approval and reports of progress to the Chairman of the Committee on Patents. It is manifestly impossible for these officers to be familiar with the scientific

and technical aspects of such manuscripts and reports even if they can devote the time to study them carefully. Consequently, the requirement serves no useful purpose, and in the interests of practical administration it is recommended that the above action be amended as follows:

"No account of a cooperative research project shall be published by the donor of funds for such work, or by any other agency, except on approval of the executive staff or director of the experiment station or research bureau in which the work is being done."

On motion of Mr. Cleary, this change was approved.

REQUEST FOR AMERICAN LEGION SCHOLARSHIP

(21) The American Legion sponsors as one of its Americanism projects a national high school oratorical contest. The Americanism Chairman of the Cook County Council of the American Legion has asked that the University of Illinois offer a scholarship to the winner of the State contest regardless of whether such contestant wins in the regional or national contests.

On motion of Mrs. Plumb, this request was denied, on the ground that there are more similar requests than could possibly be granted.

GIFTS TO THE UNIVERSITY

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

1. Dr. C. C. Wang and Mr. C. P. Yin, Chinese alumni of the University, a complete set (consisting of about 800 volumes) of the "Tushujicheng (Kanghsi Encyclopedia)." This encyclopedia was compiled under the personal supervision of the Emperor Kanghsi about two hundred and fifty years ago, and includes practically all the useful books at that time. It is being published in modern form for the first time in Shanghai.

2. The Abbott Laboratories of North Chicago, \$2,905 in support of research work by Dr. S. R. Rosenthal, Associate in Bacteriology and Public Health at the College of Medicine, on anaesthetics. This supplements a previous grant made by the Abbott Laboratories for this purpose.

3. Mrs. George Frazer of Winnetka, Illinois, \$1,500 additional gift to the Edmund James Lectureship Fund.

4. Mead, Johnson, & Company, Evansville, Indiana, \$1,000 for research work by the Department of Pediatrics.

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

GALLIE EMERGENCY LOAN FUND

(23) The College of Dentistry has a fund established by private gifts for temporary loans to its students which on November 9, 1939, consisted of \$123.28 in cash and \$649.30 in outstanding notes. The Dean of the College has offered this fund to the University as an addition to the Dentistry Emergency Loan Fund to be administered as follows: (1) The combined funds shall be known as the "Gallie Emergency Fund." (2) Loans shall be made only to dental students. (3) Loans shall be made only on recommendation of the Dean of the College of Dentistry with the approval of the Comptroller through the Business Agent of Chicago Departments. (4) All details of maturities, collections, and extensions shall be in the hands of the Business Office.

I recommend acceptance and approval of the above procedure.

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

PURCHASES RECOMMENDED

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

1. Two car loads of Douglas Fir lumber from the Alexander Lumber Company, Champaign, the lowest bidder, at a price of \$2,605.50, f.o.b. Urbana. This is for the Physical Plant Department's stock.

2. 29 Underwood Typewriters, for the School of Journalism newspaper laboratory, from R. W. Michael, Champaign, Illinois (local representative for

the Underwood Typewriter Company) at a cost of \$2,030, less a trade-in allowance of \$581.50 for old machines, or a net cost of \$1,448.50. All typewriter companies have a standard price of \$70 for teaching purposes. On the basis of experience with other makes of machines the School of Journalism wishes to standardize on Underwood machines for its newspaper laboratory.

3. Diplomas and diploma covers from the W. M. Welch Manufacturing Company at the following prices:

3800 diplomas at 33¢ each.....	\$1 254 00
3800 covers at 73¢ each.....	2 774 00
<i>Total</i>	<u>\$4 028 00</u>

These are for the year 1941 and it is proposed to place this order on the basis of bids obtained in August, 1939, for the 1940 supply, the purchase of which was authorized by the Board of Trustees September 30, 1939. Parchment used for diplomas is all imported from Great Britain, and in view of conditions it is quite likely that prices will be much higher, and there is a possibility that the parchment will not be available, as was the case during the World War. There has already been an advance in the cost of leather and other materials used in the cover. The W. M. Welch Manufacturing Company has agreed to accept an order for the additional supply at the previous prices as listed above.

4. 950 reams English Finish Book Paper for the Annual Register, from Bradner Smith and Company, Chicago, the lowest bidder, at a price of \$1,634 f.o.b. Urbana.

5. One Hayes x-ray diffraction spectrograph for the Department of Chemistry from Hayes Scientific Appliances, Urbana, at a cost of \$1,260. This equipment is to replace an obsolete unit purchased in 1927 and is necessary for the purpose of carrying on research not only in the Department of Chemistry but in other departments. It is non-competitive and is manufactured only by the Hayes Scientific Appliances, Urbana. The equipment will contain many features made especially to meet the requirements of the Department of Chemistry, and it is desirable to have it made locally where the work can be supervised.

Funds are available in the budget for all of the above purchases.

On motion of Mr. Jensen, these purchases were authorized as recommended.

PURCHASE AUTHORIZED

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

One 27 x 41 "Major" Miller Automatic printing press from the Miller Printing Machinery Company at a cost of \$7,885 net f.o.b. Pittsburgh. At its meeting on October 20 the Board made an appropriation of \$5,600 for this printing press; \$1,850 will come from Print Shop Replacement, \$850 from Print Shop Surplus, and an allowance of \$1,650 has been made on the old machine.

This report was received for record.

REPORT OF DEATH BENEFITS PAID

(26) A report that the Comptroller has been authorized to pay the death benefits to the beneficiaries of the following members of the staff in accordance with the University Statutes and the terms of their employment:

1. Frank W. Gault, Scientific Assistant in the Department of Agronomy—\$503.50. Mr. Gault was in the active service of the University from July 1, 1910, to September 1, 1914; he was reemployed in August, 1916, and worked until his retirement on September 1, 1935.

2. Emil Kaiser, Laborer in the Physical Plant Department—\$697.27. Mr. Kaiser was in active service of the University from July 13, 1916, until the date of his death, November 8, 1939.

This report was received for record.

COMPTROLLER'S REPORT OF CONTRACTS

(27) A report of minor contracts executed by the Comptroller and the Secretary of the Board under general regulations of the Board of Trustees:

CONTRACTS EXECUTED BY THE COMPTROLLER

SEPTEMBER 23 to NOVEMBER 17, 1939

<i>With whom</i>	<i>For</i>	<i>Amount to be paid by the University</i>	<i>Date</i>
Uhlemann Optical Company	Optical services required in Department of Oph- thalmology, College of Medicine	Nothing. Payments made by patients directly to company.	September 1, 1939

This report was received for record.

PATENTS OF IMPROVEMENTS IN PHOTOELECTRIC CELLS

(28) The Secretary of the Board has received from the University Counsel the recorded assignment from Professor Joseph T. Tykociner, the late Professor Jakob Kunz, and Mr. Lloyd P. Garner of all right to, title and interest in, their patent application, Serial No. 183,460, relating to improvements in photoelectric cells.

This report was received for record.

**APPROPRIATION FOR GRADUATE SCHOLARSHIPS
AND FELLOWSHIPS**

(29) A recommendation that an appropriation of \$45,000 be made for Graduate scholarships and fellowships for the year 1940-1941. It is customary to make provision for these several months in advance of the approval of the budget for the succeeding year. Appointments to graduate scholarships and fellowships in colleges and universities of the United States are made in the spring, and it is necessary for the Graduate School to know shortly after January 1 of each year what funds will be available so that plans can be made accordingly.

The appropriation for the current year is \$40,000, but the Graduate School Research Fund will be reduced by \$5,000 to offset the increase in the provision for graduate scholarships and fellowships, so that this will not result in any increase in the total University budget.

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

**APPROPRIATION FOR PLANS FOR GREGORY HALL, HOSPITAL
ADDITION, AND LIBRARY ADDITION**

(30) In preparing plans for these buildings the Physical Plant Department employed the designers and draftsmen already on its staff, paying them from the sponsor's share of the cost of these projects—the State appropriation for Gregory Hall. As of November 1, \$10,275.16 has been paid in salaries for these services.

The Federal Works Agency has advised that it will not give credit for these expenditures in the grant allotment because PWA regulations prohibit the use of grant monies for salaries of regular employees, since the object of the public works program is to stimulate new employment. The Physical Plant Department had interpreted this regulation to mean only those employees on permanent appointment. Consequently the grant on this project will be decreased proportionately unless the University provides for these expenditures from other sources than the construction fund.

To avoid the loss of any part of the grant on this account an appropriation of \$10,275.16 from the General Reserve Fund will be necessary to cover the salaries paid to regular employees in the preparation of plans.

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

McKINLEY HOSPITAL ADDITION CONTRACT CHANGE ORDER

(31) A recommendation that the Board authorize:

1. A change in the general contract for the addition to McKinley Hospital (General Contract Change Order No. 10) to include remodeling of the kitchen in the present main unit and provide adequate kitchen facilities for the new addition at a cost of \$2,473.54. Funds for this additional work are available in the Federal grant for this project. The Board at its meeting on September 30 (Minutes, page 557), made an appropriation of \$7,800 for such of the work and the purchase of equipment as is not chargeable to Federal funds.

2. An application to the Federal Works Agency for the extension of the completion date on this project from December 21, 1939, to February 21, 1940.

On motion of Mr. Wieland, these changes were authorized.

BEQUEST OF JAMES M. FOWLER

(32) The University has received from the Clerk of Clark County a copy of the will of the late James M. Fowler which includes, in a codicil, the following bequest:

"SECOND: After the payment of such funeral expenses and debts, I give, devise and bequeath to my wife, Lucy Fowler, the possession of and the benefit derived from the *home place* consisting of one-hundred eighty acres (180) of land in Section Thirty-two (32) Township Twelve (12) North, Range Thirteen (13) West in Dolson Township, Clark County, Illinois, during her natural lifetime and at her death after all of her funeral expenses and just debts are paid, the above described land is to be sold and of the proceeds therefrom, Two hundred fifty (\$250.00) dollars be given to the 'Pleasant Hill Church' in Edgar County, and the balance thereof given to the University of Illinois, Urbana, Illinois. To be used in the Agricultural department."

This report was received for record.

BEQUEST OF MARY S. PARSONS

(33) The will of the late Mary S. Parsons (see Board Minutes, July 14, 1939, page 376, for previous report) bequeaths to the University an undivided one-half interest in 80 acres of land in Clay County, Illinois. The other legatee, the Flora Orchard Company, has asked the Board to concur in giving an option for a lease to drill for oil on these premises, which option must be exercised on or before January 20, 1940. The lease does not give away any rights the University has under the will, and the University Counsel recommends that the Board assent to the option. The land involved is the west half of the Southwest quarter of Section 23, Township 3, Range 6 East of the Third Principal Meridian, near Flora, Illinois. The land involved is owned jointly by the Flora Orchard Company and by the Mary S. Parsons estate, each owning an undivided one-half interest. Under the terms of the will this land, or the proceeds thereof, is to be used to set up a scholarship fund at the University. The land was found by inspectors for the University last spring not to be worth very much for agricultural purposes, but there is apparently a possibility that there may be oil in the ground.

On motion of Mr. Moschel, this recommendation was adopted and the Board assented to the option.

BEQUEST OF FARM LANDS FOR SCHOLARSHIP PURPOSES

At this point, Mr. Moschel, for the Committee on Agriculture, reported that he had inspected certain farm land in Champaign County which

may be bequeathed to the University (Minutes, October 20, 1939, page 637) as an endowment for scholarships, and that the land was valuable and should be accepted.

On motion of Mr. Moschel, the President of the University was authorized to state that the University is willing to accept this land.

REPORT OF PATENTS COMMITTEE

At this point, Judge Johnson presented a report of the Faculty Committee on Patents. The Board acted separately on each of the five recommendations, as indicated below.

At the meeting of the Faculty Committee on Patents on November 22, 1939, the following recommendations were made to the President of the University and the Board of Trustees:

1. That advice of patent counsel be sought as to the patentability of a small furnace invented by Professor J. R. Fellows and Mr. J. C. Miles in the College of Engineering, so designed as to permit the combustion of bituminous coal without making smoke, and if the essential features are patentable, that a patent be applied for.

2. That the request of Dr. Isaac Schour be granted that a chart prepared by him presenting the chronology of tooth development of both the deciduous and permanent teeth be copyrighted, if possible. The copyright will be, through assignment or otherwise, recorded in the name of the University.

3. That an application for a patent for the rapid production of small round holes in glass which might have application in spinnerettes that are now made of metal be authorized. This discovery was made by Dr. T. F. Phipps, Professor of Physical Chemistry.

4. That discoveries made by Dr. G. Frederick Smith, Professor of Chemistry, be released to him as possessing no commercial value and the protection thereof not being necessary in the public interest. These discoveries are described as follows: (a) A mixture of chemical reagents which as such are not reactive with each other but which become reactive in the presence of water. (b) A new procedure for applying caustic soda or potash to the rapid absorption of carbon dioxide. This procedure involves the use of a heat and alkali resisting support for the caustic reagent which results in a high surface being made available for the reactive caustic. (c) A new procedure for the electrolytic oxidation of cerous to ceric salts which does not involve the use of the customary diaphragm cell.

5. That a weighing bottle for chemistry, designed by Dr. W. A. Taebel in the Department of Chemistry, be released to him.

1. On motion of Mr. Cleary, the inventors were authorized to consult with patent attorneys immediately and to make application for patent on behalf of the University if this seemed advisable.

2. On motion of Mr. Moschel, the application for copyright was authorized.

3. On motion of Mr. Cleary, Professor Phipps was authorized to apply for a patent on behalf of the University.

4. On motion of Mr. Cleary, these discoveries were released to Professor Smith as recommended.

5. On motion of Mr. Jensen, this discovery was released to Dr. Taebel as recommended.

MATTERS PRESENTED BY PRESIDENT WILLARD

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

STATUS OF PROFESSOR IVAN WRIGHT

(34) A statement concerning the future status of Professor Ivan Wright of the Department of Economics, who has been on leave of absence without pay since September 1, 1937.

On motion of Mr. Wieland, the following action was taken:

Resolved, That the Board of Trustees of the University of Illinois, at the January, 1940, meeting, in full meeting assembled, take up for consideration the recommendation made by the Dean of the College of Commerce concerning the status of Professor Ivan Wright and that notice of this fact be given promptly, both to the Dean of the College of Commerce and to Professor Wright.

At this point, President Mayer returned and resumed the chair.

CHAMPAIGN RESTAURANT ORDINANCE

(35) On October 17, 1939, the City Council of Champaign passed a restaurant ordinance (Ordinance No. 518), "An ordinance defining restaurant, employee, eating and cooking utensils, health officer, etc., prohibiting the sale of adulterated, unwholesome, or misbranded food or drink, regulating the inspection of such establishments, the enforcement of this ordinance and fixing penalties." This ordinance requires restaurants to pay a license fee of \$2.50 a year, and it defines fraternities and sororities as restaurants.

No action was taken on this matter.

APPLIED RESEARCH LABORATORY

(36) The Director of the Physical Plant Department submits for the approval of the Board plans for the Applied Research Laboratory for the State Geological Survey.

Mr. Havens showed drawings of the elevation and location of this laboratory. The plans were approved, subject to later approval of the details when they are submitted.

DATE OF DECEMBER MEETING

The Board voted to hold the December meeting in Chicago at 10:30 a.m. on Monday, December 18, 1939.

SECRETARY'S REPORT OF CONTRACTS

The Secretary presented for record the following report of contracts executed by the President and the Secretary of the Board and deposited with the Secretary since the last report.

<i>Name</i>	<i>Date</i>	<i>Amount</i>	<i>Purpose</i>
The Jeffrey Manufacturing Company	July 21, 1939	\$15,200	Coal handling equipment—New Power Plant
Pennsylvania Pump and Compressor Company	May 26, 1939	\$7,661	Two turbine-driven and one motor-driven boiler feed pumps—New Power Plant
Globe Coal Company	October 20, 1939	\$1.03 per ton f.o.b. cars at mine	25,000 tons of coal
Crawford Coal Company	October 20, 1939	\$1.50 per ton delivered by truck to the unloading pit, Buyer's Power Plant	2,000 tons of coal
Nicholas Maggos and Gust Maggos	September 1, 1939	\$600	Assignment of contract for purchase of real estate in Chicago known as 813 Winchester Avenue, 800-18 Lincoln Avenue, and 1901-23 West Polk Street
University of Chicago	September 1, 1939	\$35,000	Contract for sale of real estate in Chicago known as 813-19 Winchester Avenue, 800-18 Lincoln Avenue, and 1901-23 West Polk Street
State of Illinois, Division of Highways	September 2, 1939	Dedication of Right of Way for public road purposes—Edwards County

COOPERATING TEACHERS

The Secretary presented also for record the following list of cooperating teachers in University High School, for the first semester of the academic year 1939-1940, appointed by the President of the University on November 2, 1939.

URBANA PUBLIC SCHOOLS

<i>Salary</i>	<i>Salary</i>
Cobb, Thomas H.....	Youmans, Clark E..... \$ 30 00
Hadden, Stanley B.....	Lauchner, Aaron H.....
Buck, Eleanor E..... \$ 25 00	Berger, Helen L..... 75 00 ¹
Cade, Ruth H..... 100 00	South, Belle V..... 8 35
Crary, Ryland W..... 75 00	Davis, Mrs. Etta P..... 25 00
Fisher, Sarah J..... 100 00	Cox, C. Erlene..... 25 00
Garrels, Austin E..... 45 00	Wiley, Flossie..... 16 70
Gwillim, Ray C..... 10 00	Mercer, Margaret..... 25 00
Hampton, John L..... 25 00	Rains, Velma..... 25 00
Hornor, Abe L..... 25 00	Nagle, Elizabeth..... 8 34
Krieg, Marie K..... 50 00	Palmer, Huldah..... 25 00
Lyons, William H..... 25 00	McDougle, Mary V..... 28 34
McClurg, Lola D..... 100 00	Roper, Margaret..... 10 02
Stephens, Lewis..... 25 00	Hicks, Ruth..... 25 00
Tilbury, W. Glen..... 50 00	Rasmussen, Margretha..... 55 00
Wood, Susan H..... 75 00	Busey, David Gragg..... 125 75

CHAMPAIGN PUBLIC SCHOOLS

The salary for service given by teachers in the Champaign School System will be paid by the Board of Education of School District #71 (Champaign, Illinois) from funds paid to it by the University of Illinois for this purpose.

<i>Salary</i>	<i>Salary</i>
Nickell, Vernon L.....	Adams, Donald..... \$ 7 50
Allison, Carl W.....	Gregory, Catherine..... 25 00
Abernathie, Wallace..... \$ 11 25	Harland, Clelia A..... 10 00
Bottenfield, Ezra O..... 50 00	Kenny, Marion K..... 75 00 ¹
Combes, Harry A..... 10 00	Malo, Albert H..... 25 00
Cook, Eleanor F..... 25 00	Strode, Orval G..... 17 50
Cook, Mrs. Grace M..... 100 00	Thompson, Mrs. Ruth..... 75 00 ¹
Gibson, Geneva..... 25 00	Cline, Blanche..... 16 66
Gooding, Charles..... 25 00	McCall, J. Arthur..... 8 33
Gresham, Nina..... 25 00	Munson, Mrs. Lakie B..... 16 66
Jenista, Helen S..... 50 00	Hawkins, Mae R..... 1 67
Kaden, Vera C..... 50 00	Shroyer, Mary A..... 46 67
McCarty, Foster..... 25 00	Neblock, Etta..... 15 00
Myers, Elzie L..... 10 00	Curvey, Josephine..... 25 00
Riley, Mendel L..... 75 00	Wascher, Anita..... 6 67
Smith, Hulah B..... 50 00	McGinty, Alice..... 8 33
Stansell, Lucile A..... 150 00 ¹	Kruse, Lorene..... 6 67
Stark, Mrs. Helen K..... 125 00 ¹	Roloff, Marjorie..... 8 33
Still, Iva M..... 75 00	Frederick, Katharine C..... 5 00
Swain, Paul..... 100 00	Lee, Avice F..... 15 00
Swigart, Beulah H..... 75 00	McDaniel, Lillie..... 6 67
Thompson, William..... 25 00	Moyer, Lester R..... 200 03
Thomasson, Arnold L..... 50 00	Rose, Harriett H..... 68 31
	Simon, Ernest J..... 6 25

¹One-half this amount to be obtained from the Federal Government.

ST. MARY'S SCHOOL

	<i>Salary</i>		<i>Salary</i>
Sister M. Cecilian Heffron...	\$110 00	Sister M. Anna Lucile Dunn
Sister M. Alberto Carberry..	Sister M. Marguerite Ryan..
Sister M. Alphonsus Murphy	Graf, Thelma

HOLY CROSS SCHOOL

Sister Jane Francis Beaudin.	\$ 45 00	Sister Regina Clare Burke...
Sister M. Angelica O'Connell	Sister LaSalette Cayer.....

FISHER COMMUNITY HIGH SCHOOL

Ihrig, Eugene L.....	Potts, James E.....	\$125 00 ¹
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MAHOMET COMMUNITY HIGH SCHOOL

Price, Edward	Thompson, Edwin J.....	\$90 00 ¹
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MONTICELLO TOWNSHIP HIGH SCHOOL

Wooley, W. T.....	Smith, Norman J.....	\$165 00 ¹
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RANTOUL TOWNSHIP HIGH SCHOOL

Condit, Charles C.....	Malsbury, Marshall R.....	\$ 80 00 ¹
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VILLA GROVE TOWNSHIP HIGH SCHOOL

Racster, L. V.....	Daniels, Dean G.....	\$100 00 ¹
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ST. JOSEPH COMMUNITY HIGH SCHOOL

Trimble, Gerald Y.....	Hasty, Mrs. Hazel H.....	\$150 00 ¹
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APPOINTMENTS MADE BY THE PRESIDENT

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

Becker, Grace Mary, Stenographer and Clerk in the Department of Home Economics, in the College of Agriculture, for ten months beginning November 1, 1939, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of eighty dollars (\$80) a month. (October 23, 1939)¹

Broom, Harriett, Stenographer in the Division of University Extension, beginning November 21, 1939, and continuing through August 31, 1940, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of one hundred dollars (\$100) a month. (November 17, 1939)

Compton, Mrs. Elizabeth Rumley, Clerk and Stenographer in the Department of Theoretical and Applied Mechanics, in the College of Engineering, and in the Engineering Experiment Station, for ten months beginning November 1, 1939, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of one hundred five dollars (\$105) a month. (November 6, 1939)

DeYoung, Vernon Richard, Assistant in Pediatrics, in the College of Medicine, beginning October 1, 1939, and continuing through June 30, 1940, without salary. (October 31, 1939)

Feldman, Mildred Mae, University Graduate Stenographer in the Office of the Dean of the College of Dentistry, for ten months beginning November 1, 1939, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of one hundred ten dollars (\$110) a month. (November 7, 1939)

Griesmeyer, Carl, Technician in the Department of Physiology, in the College of Medicine, for ten months beginning November 1, 1939, at a cash compensation at the rate of one hundred twenty-five dollars (\$125) a month. (November 6, 1939)

Jones, Lois Jean, Stenographer in the Extension Service in Agriculture and Home Economics, for ten months beginning November 1, 1939, at a cash compensation at the rate of eighty dollars (\$80) a month. (October 26, 1939)

¹One-half this amount to be obtained from the Federal Government.

²The date in parenthesis is the date on which the appointment was made by the President of the University.

Klein, Ruth Elvira, Stenographer in the Department of Agricultural Engineering, in the College of Agriculture, for ten months beginning November 1, 1939, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of eighty-five dollars (\$85) a month (this supersedes her previous appointment). (November 8, 1939)

Leathers, Esther M., Stenographer in the Office of the Executive Dean of the Chicago Colleges, beginning November 10, 1939, and continuing through August 31, 1940, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of one hundred dollars (\$100) a month (this supersedes her previous appointment). (November 15, 1939)

Lewis, Charles M., Tabulating Equipment Operator in the Accounting Division of the Business Office, on 85/100 time for seven months beginning November 1, 1939, at a cash compensation at the rate of ninety-seven dollars fifty cents (\$97.50) a month, and on full time for three months beginning June 1, 1940, at a cash compensation at the rate of one hundred fifteen dollars (\$115) a month. (October 23, 1939)

McGaughey, Ruth, Stenographer in the Agricultural Experiment Station, on three-fourths time, for ten months beginning November 1, 1939, at a cash compensation at the rate of seventy dollars (\$70) a month. (October 23, 1939)

Oesterling, H. Carl, Editor in the Office of the University Press, for one year beginning September 1, 1939, subject to the rules of the Civil Service Commission, at a cash compensation of three thousand nine hundred dollars (\$3,900) (this supersedes his previous appointment). (October 23, 1939)

Paul, Mrs. Katharine Hill, Scientific Artist in the Department of Zoology, for ten months beginning September 1, 1939, at a cash compensation of two thousand four hundred dollars (\$2,400) (this supersedes her previous appointment). (October 19, 1939)

Penning, Howard Louis, Assistant in Obstetrics and Gynecology, in the College of Medicine, beginning November 8, 1939, and continuing through August 31, 1940, without salary. (November 14, 1939)

Ransom, Edna Dinsmore, Stenographer in the Department of Forestry, in the Agricultural Experiment Station, and in the Extension Service in Agriculture and Home Economics, for ten months beginning November 1, 1939, at a cash compensation at the rate of one hundred ten dollars (\$110) a month. (November 6, 1939)

Rendtorff, Robert Carlisle, Special Research Assistant in the Agricultural Experiment Station, in cooperation with the State Natural History Survey Division, on one-half time, beginning November 1, 1939, and continuing until further notice, at a cash compensation at the rate of eighty-five dollars (\$85) a month (this supersedes his previous appointment). (October 24, 1939)

Reynolds, John Todd, Instructor in Surgery (also assigned part-time as Assistant in Anatomy), in the College of Medicine, beginning October 1, 1939, and continuing through May 31, 1940, without salary (this supersedes his previous appointment). (October 23, 1939)

Sisk, James Lyle, Cooperating Teacher in the University High School, for the first semester of the academic year 1939-1940, without salary. (November 15, 1939)

Stoll, Norma Hilma, Library Clerk in the Catalog Department of the Library, beginning November 6, 1939, and continuing through August 31, 1940, subject to the rules of the Civil Service Commission, at a cash compensation at the rate of seventy-five dollars (\$75) a month. (November 2, 1939)

Taylor, William Ralph, Assistant in Boys' 4-H Club Work, in the Extension Service in Agriculture and Home Economics, beginning November 28, 1939, and continuing through August 31, 1940, at a cash compensation at the rate of two thousand two hundred dollars (\$2,200) a year. (November 15, 1939)

Wagner, Evelyn Lorene, Clerk and Stenographer in the Department of Railway Engineering, in the College of Engineering, and in the Engineering Experiment Station, on three-fourths time, for ten months beginning November 1, 1939, at a cash compensation at the rate of sixty-seven dollars fifty cents (\$67.50) a month. (November 1, 1939)

Wilson, Charles Ashley, Special Research Assistant in Dairy Husbandry, in the Agricultural Experiment Station, on one-third time, beginning November 1, 1939, and continuing through August 31, 1940, at a cash compensation at the rate of five hundred fifty dollars (\$550) a year. (November 11, 1939)

CANCELLATIONS AND RESIGNATIONS

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

Erhard, Walter, Technician in the Department of Physiology, in the College of Medicine—cancellation effective September 1, 1939.

Fischer, Mrs. Therese S., Stenographer in the Graduate School—resignation effective November 1, 1939.

Kruse, Waunetta E., Secretary in the Division of the University Extension—resignation effective November 21, 1939.

Tharpe, Josephine, Assistant in Library Science—resignation effective November 13, 1939.

The Board adjourned.

H. E. CUNNINGHAM

Secretary

OSCAR G. MAYER

President