

MEETING OF THE BOARD OF TRUSTEES
OF THE
UNIVERSITY OF ILLINOIS

March 13, 1945



The annual meeting of the Board of Trustees of the University of Illinois was held at the University Club, in Chicago, at 12:30 p.m. on Tuesday, March 13, 1945.

The following members were present: President Livingston, Mr. Davis, Mr. Fornof, Mr. McKelvey, Dr. Meyer, Mr. Nickell; Mr. McLaughlin and Mr. Williamson were present for the first time as members of the Board.

President Willard was present; also Professor C. R. Griffith, Provost, Mr. A. J. Janata, Assistant to the President, Mr. H. E. Cunningham, Secretary, Mr. Lloyd Morey, Comptroller, and during part of the day, Dr. Raymond B. Allen, Executive Dean of the Chicago Colleges, and Mr. J. F. Wright, Director of Public Information.

MINUTES APPROVED

The Secretary presented the minutes of the meeting of February 24, 1945.

On motion of Mr. Davis, the minutes were approved as printed on pages 359 to 402 above.

MR. PARK LIVINGSTON ELECTED PRESIDENT OF THE BOARD

On motion of Mr. Forno, Mr. McKelvey was made chairman of the meeting for the election of a president.

Dr. Meyer nominated Mr. Park Livingston, of Chicago, for the office of President of the Board for the ensuing year.

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

Mr. Livingston took the chair and expressed his appreciation of the honor.

MR. HARRISON E. CUNNINGHAM ELECTED SECRETARY

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

PROFESSOR LLOYD MOREY ELECTED COMPTROLLER

On motion of Dr. Meyer, Professor Lloyd Morey, of Urbana, was elected Comptroller for one year.

EXECUTIVE COMMITTEE ELECTED

Mr. Nickell nominated Mr. Chester R. Davis, and Mr. Forno nominated Dr. Karl A. Meyer, to serve, with the President of the Board as Chairman, as members of the Executive Committee for the ensuing year.

On motion of Mr. Forno, the nominations were closed, and the Secretary was instructed to cast the unanimous vote of the meeting for Mr. Davis and Dr. Meyer as members of the Executive Committee. The ballot was cast, and Mr. Davis and Dr. Meyer were declared elected.

MR. IRVIN L. PORTER ELECTED TREASURER

On motion of Mr. Davis, Mr. Irvin L. Porter of Chicago, was elected Treasurer for two years, under the same conditions of bond as at present.

TREASURER'S BOND

On motion of Mr. Davis, the amount of the Treasurer's bond was fixed at \$2,000,000.

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

AUTHORITY TO RECEIVE MONEY

On motion of Mr. Williamson, 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 Dr. Meyer, the following resolution was adopted:

Resolved, that the President and 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, in Urbana, and to J. E. Millizen, to J. F. Knight, and to W. H. Miller, in Chicago, authority to sign his name as President of the Board of Trustees to vouchers against the State Auditor; and to C. A. Webber and to H. F. Thornes, in Urbana, and to J. E. Millizen, J. F. Knight, W. H. Miller, and L. Taylor, in Chicago, 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 Anna L. Neuber, to Maude Archdeacon, and to Helen L. Smith, all in Urbana, and to G. R. Moon, to Ethel Engeljohn, to Helen Wyle, and to Velma M. Davis, in Chicago, 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 depository of Irvin L. Porter, 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 the two following: Park Livingston, 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 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 Livingston on March 13, 1945, are printed here:

Agriculture:

KARL A. MEYER, Chairman
WALTER W. McLAUGHLIN
FRANK H. McKELVEY

Alumni:

JOHN R. FORNOF, Chairman
KENNEY E. WILLIAMSON
CHESTER R. DAVIS

Athletic Activities:

CHESTER R. DAVIS, Chairman
FRANK H. McKELVEY
KENNEY E. WILLIAMSON

Buildings and Grounds:

FRANK H. McKELVEY, Chairman
MRS. HELEN M. GRIGSBY
JOHN R. FORNOF
WALTER W. McLAUGHLIN
KARL A. MEYER

Chicago Departments:

KARL A. MEYER, Chairman
MARTIN G. LUKEN
CHESTER R. DAVIS

Civil Service and Employees:

WALTER W. McLAUGHLIN, Chairman
JOHN R. FORNOF
FRANK H. McKELVEY

Finance:

KENNEY E. WILLIAMSON, Chairman
CHESTER R. DAVIS
FRANK H. McKELVEY

General Policy:

CHESTER R. DAVIS, Chairman
MARTIN G. LUKEN
FRANK H. McKELVEY
KENNEY E. WILLIAMSON

Patents:

MARTIN G. LUKEN, Chairman
 KARL A. MEYER
 CHESTER R. DAVIS

Student Welfare and Activities:

MRS. HELEN M. GRIGSBY, Chairman
 WALTER W. McLAUGHLIN
 JOHN R. FORNOF

**MR. WILLIAMSON APPOINTED TRUSTEE OF THE
 RETIREMENT SYSTEM**

On motion of Mr. McKelvey, Mr. Kenney E. Williamson was designated to serve as a member of the Board of Trustees of the University Retirement System of Illinois for the duration of his present term as Trustee of the University.

MATTERS PRESENTED BY PRESIDENT WILLARD

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

AWARD OF CERTIFICATES OF CERTIFIED PUBLIC ACCOUNTANT

(1) A recommendation that the following candidates, who have been certified by the Board of Examiners in Accountancy as having passed the C.P.A. examination in November, 1944, be awarded the Certificate of Certified Public Accountant:

GEORGE EARL BEST
 DAVID SAMUEL BROWN
 CLAUDE KENNETH CONKLIN
 VICTOR CRICKARD
 WILLIAM JAMES CRUSEY
 HILLARD JOSEPH CUDEK
 SAMUEL HAROLD DUHL
 WILLIAM ANDREW ELLIOTT
 GRACE LUCILLE ERICKSON
 RALPH ERLICH
 ARNOLD OLAF FOLLINGSTAD
 SAMUEL MYRON FRANK
 BERNARD DAVID GUSFIELD
 FRANK ROBERT HARMS
 DONALD HAVEN
 THOMAS FRANCIS HAWKINS
 VICTOR HAROLD HINZE
 GORDON FRANKLIN HOOK
 WILLIAM RAYMOND IRWIN
 EDWARD DENNIS JACKS
 THOMAS DANIEL JOHNSON, JR.
 HENRY KOHORN

GEORGE LUNTER
 HELEN FRANCES MCGILICUDDY
 RONALD LEON McVEY
 RAYMOND CARL MEIER
 EDWARD MEZNER
 JOSEPH SOUTHWORTH MILLER
 LEON THEOPHANE NEWMAN
 CLIFFORD EUGENE NUNEMAKER
 KENNETH ENOCH OAKLEY
 JOHN FISK PALMER
 EDWARD PICHA
 VICTOR BORIS REVSINE
 ILDA JEAN SCHAFER
 ARNOLD NICHOLAS SCHORN
 ERIC SHELDON
 THOMAS JOSEPH SNOWDEN
 ROBERT JAMES SUTTON
 JACOB GEORGE TOBIN
 FRANCIS WEITEKAMP
 JAMES DRENT YATES
 MORRIS DANIEL ZIEGLER

I concur.

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

LEAVES OF ABSENCE FOR MILITARY SERVICE

(2) A recommendation that the following members of the staff in the Extension Service in Agriculture and Home Economics be given leaves of absence for military service for the period indicated in each case:

BARNEY B. CLAGHORN, Wayne County Farm Adviser, September 1, 1941, through August 31, 1945. (Army)

ORIN W. HERTZ, Washington County Farm Adviser, October 13, 1941, through August 31, 1945. (Army)

EARL D. PETERSON, Mercer County Farm Adviser, August 16, 1941, through August 31, 1945. (Army)

DEE SMALL, Bond County Farm Adviser, October 1, 1941, through August 31, 1945. (Army)

WILLARD C. ANDERSON, Franklin-Hamilton County Farm Adviser, August 1, 1944, through August 31, 1945. (Navy)

ROY P. JOHNSON, DeKalb County Farm Adviser, April 21, 1941, to November 30, 1941; February 1, 1942, through August 31, 1945. (Army)

LUCILE GINGERICH, McDonough County Home Adviser, March 11, 1944, through August 31, 1945. (American Red Cross)

DONOVAN HESTER, Menard-Cass County Home Adviser, February 4, 1944, through August 31, 1945. (American Red Cross)

LUCILE HIESER, Greene County Home Adviser, August 9, 1943, through August 31, 1945. (Coast Guard)

These leaves were not recommended at the time the members of the staff entered military or naval service because of a misunderstanding on the part of the Extension Service in Agriculture and Home Economics of the provisions under which leaves of absence for military service are granted. In former years Farm and Home Advisers were not appointed as members of the University staff although a part of their salaries was paid by the University from Federal funds. They now have the same status as any other University employees, are participants in the University Retirement System of Illinois, and therefore are eligible to receive leaves of absence for military service.

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

RECOMMENDATION RELATING TO PATENTABLE DISCOVERIES

(3) The University Committee on Patents recommends that the Board of Trustees release to the United States Government certain discoveries involving three chemical formulae for the treatment of sea water. These discoveries result from research at the University of Illinois under a contract with the National Defense Research Committee. It is the opinion of those who have been working on the project that while the discoveries are important to the Government they are not of sufficiently broad application and of general usefulness to warrant an expenditure by the University in the procurement of a patent.

On motion of Dr. Meyer, these discoveries were released as recommended.

GRADUATE CURRICULUM IN CLINICAL PSYCHOLOGY

(4) For the past ten years a graduate program leading to the degree of Master of Arts, sometimes in Psychology and sometimes in Juvenile Behavior, has been offered jointly by the Department of Psychology, the Department of Criminology, Social Hygiene, and Medical Jurisprudence, and the Institute for Juvenile Research. This program has consisted of either one or two semesters of work on the Urbana campus with a major in Psychology and a minimum of six months of work at the Institute for Juvenile Research.

Certain changes in the program have become desirable. As a result the University Senate, on recommendations of the two departments concerned—the Graduate School and the Institute—recommends that the degree of Master of Science in Clinical Psychology be established, to be conferred on students meeting the following requirements:

(a) Completion of undergraduate work sufficient to qualify for full graduate standing in psychology. This work shall include at least one course each in statistics, child psychology, and clinical psychology, and a total of not less than sixteen hours of psychology.

(b) Completion of eight units of graduate work, with not less than four units in psychology, and not less than two units to be chosen from education and sociology (or other department on recommendation of the Department of Psychology and the approval of the Dean of the Graduate School).

(c) Completion of an internship consisting of six calendar months of supervised clinical experience at the Institute for Juvenile Research (or other institution, agency, or department, on recommendation by the Department of Psychology and the approval of the Dean of the Graduate School).

The proposal has also received the approval of the Graduate School.

I concur in the recommendation.

On motion of Mr. McKelvey, these changes were approved and adopted.

ADMISSION REQUIREMENTS TO THE CURRICULUM IN OCCUPATIONAL THERAPY

(5) The Dean of the College of Medicine recommends adoption of the following requirements for admission to the Curriculum in Occupational Therapy. His recommendation has been approved by the University Senate for transmission to the Board of Trustees:

The Curriculum in Occupational Therapy, leading to a Bachelor of Science degree in Occupational Therapy from the College of Medicine, is offered to men and women who are able to meet the requirements as listed below.

The program consists of five semesters in the College of Liberal Arts and Sciences at Urbana, and five terms in the College of Medicine in Chicago. The work on the Urbana campus is divided into two levels. The first year constitutes the pre-professional curriculum. The third, fourth, and fifth semesters constitute the professional phase of the work at Urbana.

ADMISSION REQUIREMENTS

Admission to the Pre-Professional Curriculum: The applicant must meet the following requirements:

1. Be a graduate of an accredited high school and meet the general requirements for admission to the College of Liberal Arts and Sciences.

2. Rank in the upper 50 per cent of his (or her) high-school graduating class, or pass satisfactorily examinations given by the Personnel Bureau at Urbana.

3. Be under 30 years of age.

4. Pass satisfactorily a health examination given by the University Health Office.

5. Complete an interview with either the Assistant Dean of the College or the Director of the Curriculum in Occupational Therapy.

These items must be certified to the Registrar before a permit to enter will be issued, and should accordingly be arranged well in advance of the date the applicant plans to enter.

Admission to the Professional Curriculum: The number admitted to the professional curriculum is limited by facilities in the College of Medicine. Selections for admission to this curriculum will be made by the Admissions Committee of the Curriculum in Occupational Therapy. Candidates will be selected on the basis of scholastic record and such examinations and other evidence as the Committee may require, and will be notified of their acceptance or rejection prior to the beginning of their third semester of registration at Urbana.

Admission to College of Medicine: Permission to pursue that portion of the work which is given at the College of Medicine is dependent on the achievement in previous university work. A university point average of 3.5 is a minimum requirement. Eligibility will be determined by the Admissions Committee of the Curriculum in Occupational Therapy after a careful study is made of all pertinent evidence.

Other factors being equal, preference will be given to candidates who are residents of Illinois.

Admission of Transfer Students: Transfer students must complete an interview as indicated in the general admission requirements, and they must also pass the physical examination. The results must be certified to the Registrar before a permit to enter will be issued. Before being eligible for admission to the College of Medicine, students, in all but exceptional cases, must complete a minimum of two semesters in residence at Urbana. After admission by transfer, such students will be governed by the same regulations applicable to other students in the curriculum.

I concur.

On motion of Mr. Fornof, these requirements were approved and adopted.

PURCHASES AUTHORIZED

(6) The following purchases were recommended by the Purchasing Agent and authorized by the Comptroller. Unless otherwise specified the purchases were made on the basis of lowest bids, ceiling prices, or because the items are non-

competitive. Emergency action was necessary to secure delivery in time to meet specific needs or because prices quoted were subject to immediate acceptance.

1. 2,000 grams l(+)-lysine monohydrochloride; 3 lbs. l(+)-histidine monohydrochloride; 200 grams dl-aspartic acid; for the Department of Chemistry, from Merck and Company, Inc., Rahway, N. J., at a cost of \$1,446.50.

2. No. 3 shelled yellow corn, 1,206 bushels, for the Animal Husbandry Department, from Ralph O. Bachert, Savoy, at a total cost of \$1,260.27, or a unit price of \$1.045 a bushel.

3. Shelled corn, one car (approximately 1,650 bushels), for the Dixon Springs Experiment Station, from H. T. Walton & Son, Mayview, at a total cost of \$1,800, or a unit price of \$1.07 a bushel.

On motion of Mr. McLaughlin, the action of the Comptroller in authorizing these purchases was approved and confirmed.

APPROVAL OF COLLEGE OF MEDICINE BY STATE OF MASSACHUSETTS

At this point Mr. Davis reported a recommendation of the Committee on General Policy that the following resolution be adopted according to a recommendation made by the President of the University on November 30, 1944 (Minutes, page 307):

The Board of Trustees of the University of Illinois hereby authorizes Doctor Fred C. Zapffe, Secretary of the Association of American Medical Colleges, Chicago, Illinois, to represent the University of Illinois in securing approval of its College of Medicine by the approving authorities for colleges and medical schools of the Department of Civil Service and Registration of the Commonwealth of Massachusetts.

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

GENERAL ADVISORY COMMITTEE

Mr. Davis also reported a recommendation of the Committee on General Policy that the changes in organization of the General Advisory Committee recommended February 24, 1945 (Minutes, page 369) be approved, with the following modifications:

1. Alumni of the University shall be included only in exceptional cases and on recommendation of the President of the University and the Chairman of the Committee.

2. Trustees of the University shall appear as members *ex officio* and shall be continued as members on terminating their service on the Board.

3. The present college advisory committees should be merged and continued as subcommittees of the General Advisory Committee.

On motion of Mr. Williamson, these recommendations were adopted.

APPRECIATION OF SERVICE OF MR. JENSEN

Mr. Davis presented the following resolution:

Whereas, Mr. Frank A. Jensen has completed his term of service as a member of the Board of Trustees of the University of Illinois; and

Whereas, that service has been distinguished by an unfailing interest in the affairs of the University and by a prompt and wise discharge of all the duties and responsibilities falling to him as a Trustee; and

Whereas, the Board of Trustees considers that Mr. Jensen's service has been a distinct contribution not only to the University but to education in the State of Illinois; therefore

Be it resolved, that the Board of Trustees hereby makes record of its appreciation of the able services of Mr. Jensen; and be it further

Resolved, that Mr. Jensen be continued as a citizen advisory member of the special committee on the selection of a president of the University of Illinois.

On motion of Mr. Davis, this resolution was unanimously adopted, and the Secretary was instructed to send a duly certified copy to Mr. Jensen.

EXECUTIVE SESSION

At this point, the Board went into executive session and considered the following matters presented by the President of the University.

BIENNIAL BUDGET FOR 1945-1947

(7) On February 27 President Park Livingston of the Board of Trustees, Provost Coleman R. Griffith, and Mr. Lloyd Morey, Comptroller, conferred with Director George B. McKibbin of the State Department of Finance concerning the University's budget requests for the biennium of 1945-1947. The Director informed these representatives of the University that the Governor requested that the amount of increase in appropriations for operation to the University to be made from tax funds be restudied and reduced below the \$4,630,132 of increase in the revised budget estimates as approved by the Board on January 20, 1945, and submitted to the Illinois Budgetary Commission on January 23. Accordingly the following proposals are offered for consideration. They were also sent to the Director of Finance on March 3, 1945, with the statement that since they had not been considered by the Board of Trustees they were submitted for discussion only:

1. Because of proposals for increases of salaries of all state employees by 10 per cent or more, it is necessary for the University to increase materially the provision for nonacademic salary increases. To this end the contingent item of \$200,000 in the budget is transferred to nonacademic salary increases, making the total of the latter item \$429,283.

2. The budget as last submitted includes an item of \$200,000 for replacement and modernization in educational departments, which expenditures are of a non-recurring character. A review of the University Income Fund now indicates that this item can be met from the balance which will remain in that fund June 30, 1945. To that end the proposed appropriation of the University Income Fund is increased by \$200,000 to \$6,200,000, with a corresponding decrease in the appropriation requested from tax funds.

3. All items of increase in Sections I, II, III, and IV in the original budget are essential. The original budget included provisions of \$1,162,507 for the restoration of salaries of staff members now on leave of absence for war service (these salaries were eliminated from the budget for the current biennium of 1943-1945) and of \$1,282,339 for new positions to meet the anticipated increase in enrollment. In the budget as revised on January 20 the item for new positions was eliminated. So it will be necessary to rely on the first of these two provisions for both the restoration of salaries of staff members on leave and for new positions to take care of increases in enrollment. There is grave uncertainty that this will be sufficient to provide the added staff necessary.

The only place in the budget in which additional reductions can be made is in Section IV, "Expansion of Present Programs and New Programs." This section, although already drastically reduced, again has been adjusted by a further decrease of \$451,326, leaving a net balance of \$1,455,000 out of an original request of \$3,131,596 for comparable items. It should be noted that no part of this reduction can be provided for from any funds thus far allotted to the University of Illinois for a post-war building program. (The figure of \$3,131,596 is after allowing for the transfer of \$233,859 of Physical Plant items to another section of the budget, and transfer of the Betatron (\$1,300,000) to the post-war building budget.)

4. By agreement with the Budgetary Commission, the appropriation for Services for Crippled Children, now included at \$225,000, will be treated in a separate bill, not a part of the University budget. Special legislation is also contemplated which would treat the federal grants of \$320,262 as a trust fund not requiring appropriation.

5. Allowing for the foregoing transfers, the appropriations to the University for the current biennium, 1943-1945, include \$15,056,924 from tax revenues and \$4,501,460 from income, a total of \$19,558,384. The adjustments proposed herein would provide an increase of \$3,978,806 in tax funds, a total of \$19,035,730; an increase of \$1,698,540 in University income, a total of \$6,200,000; this would result in a total increase of \$5,677,346 and a total appropriation of \$25,235,730.

6. Funds now provided in the budget of the State Department of Agriculture for the Division of Pathology, \$71,520 for the biennium, should be transferred to the University and added to the total. This work is done entirely in the University, and the Department of Finance has agreed to this transfer.

The Comptroller presented this matter. He commented on the proposals to provide increases of 15 or 10 per cent above present salaries for all State employees and stated that \$439,000 of additional funds, or a total of \$868,000 for the nonacademic staff outside the prevailing-wage groups, would be needed for the biennium to place the University on a level with the State departments on this basis.

During this presentation, President Livingston being called from the room for a time, Mr. Davis was in the chair.

The Provost commented on the significance of the reduction of funds for the educational program, and stated that this meant an almost complete elimination of expanded programs and of contingent funds. The effect will be to eliminate all effort during this biennium to increase the distinction of the University.

During the discussion, Mr. Davis and Mr. Nickell withdrew to keep an engagement with General Ulio, and President Willard withdrew to take a train for Washington. Except as otherwise indicated, Provost Griffith took over the presentation of recommendations of the President.

After full discussion, the following actions were taken.

On motion of Dr. Meyer, the following resolution was adopted:

Whereas, the Board of Trustees when it approved the amounts in the operating budget for salaries and wages for the biennium 1945-1947 was not informed of the policy of the State government to increase the salaries of all state employees by 15 per cent for salaries of \$3,000 or less and by 10 per cent for salaries above \$3,000 (which policy was widely announced very recently); and

Whereas, the Board had not taken the possibility of such increases under consideration; and

Whereas, it is the judgment of the Board of Trustees that the staff of the University should be kept on an equal basis with other employees of the State with respect to salaries; and

Whereas, the records show that over a long period of years funds have not been provided to improve and to increase the distinction of the University but rather what might be called a deficit on the instructional and research sides of the University has accumulated from biennium to biennium, as the necessary amounts requested by the University have been eliminated to meet what was stated to be the financial stress of the State; and

Whereas, at the present time large surpluses have accumulated and are available to augment and improve the services rendered by the State in all branches; therefore be it

Resolved, that the Board of Trustees hereby refers these matters to the President of the Board and the President and administration of the University with instructions to do all in their power to retain in the biennial budget the contingent fund of \$200,000 and to provide additional funds to the extent of \$439,000 for the biennium to match the salary increases contemplated in State departments, and to re-examine the need for funds to provide for the improvement and distinction of the University which have been so drastically reduced.

On motion of Mr. Williamson, item 2 above was approved.

On motion of Mr. McLaughlin, the acceptance of funds by transfer of \$71,520 from the State Department of Agriculture for the work in Animal Pathology was authorized, with the understanding that this is an addition to the total and that no compensatory deduction is to be made.

ADMINISTRATIVE CHANGES IN RESEARCH HOSPITALS AND BUSINESS OFFICE

(8) Since March 1, 1944, the positions of Superintendent of the Research and Educational Hospitals and Business Manager of the Chicago Colleges have been carried by John E. Millizen. It has become essential to return as soon as possible to the former organization of full-time persons in each of these positions. On the recommendation and advice of the Executive Dean and the Comptroller, I recommend the following appointments to be effective July 1, 1945, or as soon thereafter as the transfers can be accomplished:

JOHN E. MILLIZEN, now Business Manager of the Chicago Colleges and Acting Superintendent of the Hospitals (\$7,000), to be Administrator of the Research and Educational Hospitals at a salary of \$7,500 a year.

HOWARD A. HAZLETON, now Assistant Comptroller (\$4,800), to be Business Manager of the Chicago Colleges at a salary of \$6,000 a year.

CHARLES CLIFTON DELONG, now Senior Accountant in the Business Office and Instructor in Accountancy (\$3,300), to be Assistant Comptroller and Instructor in Accountancy at a total salary of \$4,200 a year.

On motion of Mr. Fornof, these appointments were made as recommended.

BOARD OF DIRECTORS OF THE ATHLETIC ASSOCIATION

(9) The by-laws of the University of Illinois Athletic Association provide for the appointment of its Board of Directors by the Board of Trustees of the University of Illinois at its annual meeting in March of each year. Nominations are made to the Board of Trustees by the President of the University. There are seven members, three selected from the membership of the Alumni Association and four from the faculty of the University.

In 1940 the Board of Trustees adopted a policy of making periodical changes in the personnel of the Board of Directors in the interest of securing new points of view and getting various classes of community and alumni representation. Last year the President of the University recommended that because of the financial and other problems of the Athletic Association created by war conditions and the uncertainty of the future, it would be desirable to retain the present Board of Directors, and the Board reappointed them. The same conditions still exist and it seems advisable, all things considered, to make no changes in the personnel of the Board of Directors at this time. Accordingly, I recommend the following reappointments:

Faculty

ROBERT B. BROWNE, Associate Professor of Education, Director of University Extension, and Director of the Summer Semester.

LESLIE E. CARD, Professor of Poultry Husbandry.

GEORGE B. WEISIGER, Professor of Law.

DONALD L. KEMMERER, Assistant Professor of Economics.

Alumni

WALDO B. AMES, Class of 1917, Insurance Broker, 175 West Jackson Boulevard, Chicago.

CHARLES WHAM, Class of 1912, Attorney, Centralia.

LOWELL A. SPURGEON, Class of 1938, c/o J. L. Clark Manufacturing Company, Rockford.

On motion of Dr. Meyer, these appointments were made as recommended.

LEAVE OF ABSENCE FOR W. NORRIS WENTWORTH

(10) On September 29, 1944, W. Norris Wentworth, Director of Residence Halls, was given a leave of absence without pay for six months from October 22, 1944, to serve as Director of Dormitories for a government-supervised war project at Oak Ridge, near Knoxville, Tennessee. He is employed by a company which is under contract with the War Department for the operation of certain facilities in that area. The request for his services came from the War Department.

The War Department has requested that he be given an additional leave of absence until October 1, 1945. The Dean of Students and the Director of the Physical Plant Department, to both of whom Mr. Wentworth reports as Director of Residence Halls, approved the first request with the understanding that Mr. Wentworth would return as soon as possible and not later than April 1, 1945. Actually his leave will not expire until April 22, 1945. The University will have to expand its residence hall facilities to take care of the increased enrollment following the war which will include many returning veterans. It is imperative that the person who will ultimately have the responsibility for the operation of these new facilities be at the University to assist in their designing and planning. If Mr. Wentworth's present leave is extended to October 1, 1945, he will not be available to help in such planning. It has been suggested that while he is on leave he will be released for conferences at the University, but past experience has shown that this is not satisfactory. Neither the Dean of Students, the Director of the Physical Plant Department, nor I can recommend an extension of the leave, but since the request has come from the War Department it is being presented to the Board for its consideration.

On motion of Mr. McLaughlin, this extension of leave was denied.

NEGOTIATOR FOR ACQUISITION OF PROPERTY IN URBANA

(11) The Director of the Physical Plant Department and the Comptroller recommend that the Board of Trustees authorize the employment of Sidney B. Trelease, Champaign-Urbana realtor, as a negotiator in the acquisition of properties.

Local real estate brokerage fees are based on percentage of the values involved, the commission rate being five per cent for the first \$10,000 and two per cent for the balance. There are ten parcels of property for which the services of a negotiator are needed, having an aggregate estimated value of approximately \$170,000. Based on individual tracts the aggregate brokerage charge would be over \$7,000. On the basis of a single commission for all ten properties, the brokerage charge would be approximately \$4,500. Mr. Trelease has offered to serve as a negotiator at a flat rate of \$250 per parcel of property, so that if all ten pieces are ultimately purchased the total charge for his services would be \$2,500.

I recommend approval.

The Comptroller presented this matter.

On motion of Dr. Meyer, the employment of Mr. Trelease in this matter was authorized as recommended.

PURCHASE OF PROPERTY IN URBANA

(12) In order to provide for a student housing project for which funds are tentatively included in the Post-War Building Commission allotment to the University for 1945-1947, it is necessary to acquire additional land. The most desirable site for such an addition is the southeast corner of Goodwin Avenue and Green Street in Urbana, which is available at an estimated cost of \$60,000.

Additional properties also are available in the block between California and Oregon, immediately east of the campus, in which previous purchases have been made. This site is essential for development in Chemistry and Chemical Engineering. The two properties available are 1207 West California and 1210 West Oregon at a total estimated cost of \$28,000.

The Director of the Physical Plant and the Comptroller request (1) authority to negotiate for the purchase of these properties at the best possible prices, not in excess of the figures indicated, and (2) a special appropriation of \$88,000 for these purchases from the General Reserve Fund.

I concur and request approval.

Mr. McKelvey presented this matter.

On motion of Mr. McKelvey, these negotiations were authorized, and the appropriation was made as recommended, by the following

vote: Aye, Mr. Forno, Mr. Livingston, Mr. McKelvey, Mr. McLaughlin, Dr. Meyer, Mr. Williamson; no, none; absent, Mr. Davis, Mr. Green, Mrs. Grigsby, Dr. Luken, Mr. Nickell.

RETIREMENT OF PROFESSOR ERNEST BERNBAUM

(13) Professor Ernest Bernbaum of the Department of English has requested that he be retired from active service on September 1, 1945, under the provision in the law creating the University Retirement System of Illinois which permits retirement "on or after the attainment of age sixty-five (65) in exceptional cases and for substantial cause at the request of the Employee and upon certification of the Employer." Professor Bernbaum is 66 years old and at the end of the current academic year will have been in the service of the University continuously for twenty-nine years.

I recommend approval and that Professor Bernbaum be retired September 1, 1945, with the rank of Professor *Emeritus*.

On motion of Dr. Meyer, these recommendations were adopted.

UNIVERSITY CIVIL SERVICE COMMITTEE AND EMPLOYEE COUNCILS

University Civil Service Committee

(14) On October 21, 1941 (Minutes, page 672), the Board of Trustees appointed a "University Civil Service Committee," selected from members of the University staff, to assist the Board in the administration of the University Civil Service System created by an Act of the 62nd General Assembly.

On July 18, 1944 (Minutes, page 16), the Board created a new administrative position, "Director of Nonacademic Personnel," and specified that the duties of this position would include the supervision of the University Civil Service System under policies to be established by the Board of Trustees.

Since this new position has now been filled, I recommend that the University Civil Service Committee be discontinued and all of its functions transferred to the Director of Nonacademic Personnel.

Employee Councils

On July 25, 1942 (Minutes, page 32), the Board of Trustees approved the establishment of Employee Councils, one at Urbana and one at Chicago, to promote mutual understanding and cooperation among the several groups of civil service employees of the University and between such employees and administrative officers, to provide a medium for the exchange of information relating to problems of civil service employees and those of administrators, and to give civil service employees a voice in the framing of policies relating to compensation and working conditions. Under the plan approved by the Board the Councils were elected by civil service employees. Since the whole program of personnel has now been placed in the hands of the Director of Nonacademic Personnel, I recommend that the University's sponsorship of the Employee Councils be discontinued and that the continuation of these Councils be a matter to be decided entirely by the employees.

The Comptroller presented this matter.

On motion of Mr. McKelvey, these recommendations were approved and adopted.

LEAVES OF ABSENCE FOR PROFESSORS B. W. FAIRBANKS AND H. H. ALP

(15) At the meeting of the Board on February 24, I presented requests from Professor B. W. Fairbanks and Associate Professor H. H. Alp of the Department of Animal Husbandry for leaves without pay to serve on the staffs of the American Dry Milk Institute, Inc., and the Poultry and Egg National Board, respectively.

Professor Fairbanks has resigned from the University, effective May 15, 1945, to accept the position with the American Dry Milk Institute.

Professor Alp has withdrawn his request for a leave and will remain at the University.

This report was received for record.

SABBATICAL LEAVE OF ABSENCE FOR J. E. DAVIS

(16) A recommendation that Associate Professor J. E. Davis, Extension Forester in the Agricultural Extension Service, be given sabbatical leave of absence on one-half salary for the academic year 1945-1946 in accordance with the provisions of the University of Illinois Statutes. Professor Davis requests leave to devote this period to special studies on the cooperative marketing of forest products which will be highly important in the development of farm forest resources in Illinois following the war. As a result of his studies he hopes to develop a bulletin on the organization, financing, and operation of forest products marketing cooperatives which may be used by farm woodland owners. No such material is available at present and the greatest drawback to better development of farm forest resources is the inability of farmers to market farm timber advantageously.

Professor Davis has a dual appointment: He is Extension Forester in the Agricultural Extension Service, $\frac{5}{8}$ time; and Forester in the State Natural History Survey Division, $\frac{3}{8}$ time. It is proposed that the University pay one-half of his total salary. The Board of Natural Resources and Conservation granted him a leave of absence without pay, but the funds which would normally be provided by the Survey for its share of his salary and other expenses will be made available for the employment of a temporary assistant in the University's Forestry Extension program.

On motion of Dr. Meyer, this leave was granted as recommended.

APPROPRIATION FOR PRINTING REPORT ON JUNIOR COLLEGES

(17) The Director of the University of Illinois Press recommends an appropriation of \$3,000, or so much thereof as may be necessary, for printing and mailing (a) 2500 copies of the report on *Junior Colleges in Illinois*, by Provost Coleman R. Griffith, and (b) 2500 reprints of the final chapter of the report.

This report will be issued as a joint publication of the Superintendent of Public Instruction and the University Press (see Minutes of December 12, 1944, page 323).

The Director of the University Press presented this matter and commented on it.

On motion of Dr. Meyer, this appropriation was made as recommended, by the following vote: Aye, Mr. Fornof, Mr. Livingston, Mr. McKelvey, Mr. McLaughlin, Dr. Meyer, Mr. Williamson; no, none; absent, Mr. Davis, Mr. Green, Mrs. Grigsby, Dr. Luken, Mr. Nickell.

BEQUEST OF BESSIE SECOR

(18) The University has just been advised that a bequest of the late Bessie Secor to the University is now available. The will grants to the University one-sixth of the annual income of a perpetual trust, "for the purpose of maintaining as many scholarships in electrical engineering at said University as said income can support. All of said scholarships shall be designated as the 'Frederick D. Secor Memorial Scholarships'."

An estimate of the annual income is not yet available, but the Comptroller has received a special payment of \$603.73 on account of the income accumulated during the period of probate. Disbursements of income will be made quarterly hereafter.

I recommend that the bequest be accepted under the provisions of the will. When more information is available a plan for the administration of the scholarships will be submitted for approval.

The Comptroller commented on this bequest.

On motion of Mr. Fornof, the bequest was accepted as recommended.

TREASURER'S REPORT

The Secretary presented for record the report of the Treasurer for the period from July 1, 1944, to February 28, 1945.

STATEMENT OF RECEIPTS AND DISBURSEMENTS*Urbana-Champaign*

Balance July 1, 1944.....		\$2 222 056 38
Receipts:		
July, 1944.....	\$1 009 352 71	
August, 1944.....	562 435 79	
September, 1944.....	360 074 81	
October, 1944.....	590 924 07	
November, 1944.....	432 048 44	
December, 1944.....	638 802 46	
January, 1945.....	719 695 12	
February, 1945.....	503 178 84	
<i>Total Receipts</i>		<u>\$4 816 512 24</u>
		\$7 038 568 62

Disbursements (as per cancelled checks returned to Comptroller):

July, 1944.....	\$ 662 493 01	
August, 1944.....	451 404 10	
September, 1944.....	556 777 40	
October, 1944.....	565 387 71	
November, 1944.....	639 578 51	
December, 1944.....	481 287 27	
January, 1945.....	422 785 40	
February, 1945.....	550 268 71	
<i>Total Disbursements</i>		<u>\$4 329 982 11</u>

Balance on hand February 28, 1945 (on deposit at First National Bank of Chicago).....	\$2 708 586 51
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Chicago

Balance July 1, 1944.....		\$135 238 56
Receipts:		
July, 1944.....	\$25 387 58	
August, 1944.....	14 745 99	
September, 1944.....	25 504 92	
October, 1944.....	22 539 28	
November, 1944.....	14 545 91	
December, 1944.....	46 584 91	
January, 1945.....	33 908 42	
February, 1945.....	32 928 05	
<i>Total Receipts</i>		<u>\$216 145 06</u>
		\$351 383 62

Disbursements (as per cancelled checks returned to Comptroller):

July, 1944.....	\$26 004 04	
August, 1944.....	22 122 43	
September, 1944.....	21 027 98	
October, 1944.....	34 125 16	
November, 1944.....	19 388 38	
December, 1944.....	23 679 36	
January, 1945.....	44 559 38	
February, 1945.....	44 716 32	
<i>Total Disbursements</i>		<u>\$235 623 05</u>

Balance on hand February 28, 1945 (on deposit at First National Bank of Chicago).....	<u>\$115 760 57</u>
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<i>Total balance, February 28, 1945</i>	\$2 824 347 08
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IRVIN L. PORTER, *Treasurer*
LLOYD MOREY, *Comptroller*

APPOINTMENTS MADE BY THE PRESIDENT

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

AMSBARY, MRS. FRANCES WRIGHT, Junior Clerk in the Office of Nonacademic Personnel, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of one thousand five hundred sixty dollars (\$1560) a year (this supersedes her previous appointment). (February 26, 1945)¹

ANDERSON, MARGARET L., Assistant in Spanish, for five months beginning February 1, 1945, at a salary of seven hundred dollars (\$700) (this supersedes her previous appointment). (March 5, 1945)

BACKLUND, HANNAH SOPHIA, Assistant in Spanish, for five months beginning February 1, 1945, at a salary of seven hundred dollars (\$700) (this supersedes her previous appointment). (March 5, 1945)

DAVIS, DOROTHY L., Junior Clerk-Typist in the Extension Service in Agriculture and Home Economics, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of one hundred thirty dollars (\$130) a month (this supersedes her previous appointment). (March 8, 1945)

GEBHART, MRS. FLORENCE P., Instructor in Hygiene, on part time, beginning March 1, 1945, and continuing through June 15, 1945, at a salary at the rate of one hundred dollars (\$100) a month. (March 5, 1945)

GERDES, CAROLYN LUCILLE, Junior Clerk-Stenographer in the Extension Service in Agriculture and Home Economics, for ten months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of one hundred thirty dollars (\$130) a month (this supersedes her previous appointment). (March 8, 1945)

HARPER, JOSEPHINE L., Assistant in History, on one-half time, for four months beginning February 1, 1945, at a salary of four hundred dollars (\$400). (February 27, 1945)

HARRIS, RUTH ELEANOR, Personnel Assistant in the Chicago Office of Non-academic Personnel, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of two thousand eight hundred twenty dollars (\$2820) a year (this supersedes her previous appointment). (March 3, 1945)

HESELSCHWERDT, MRS. FRANCES, Junior Clerk-Typist in the Health Service of the Chicago Colleges, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of one hundred thirty-five dollars (\$135) a month (this supersedes her previous appointment). (March 7, 1945)

HICKEY, MARY MARGARET, Assistant in Spanish, for five months beginning February 1, 1945, at a salary of six hundred fifty dollars (\$650) (this supersedes her previous appointment). (March 5, 1945)

HOPKINS, MRS. MAY WHITSITT, Lecturer in Chemistry, for two months beginning February 1, 1945, at a salary at the rate of three hundred dollars (\$300) a month. (March 5, 1945)

HOWLAND, MARTHA, Junior Clerk-Stenographer for the Appointments Committee, for five months beginning April 1, 1945, subject to University Civil Service rules, at a salary at the rate of one hundred twenty dollars (\$120) a month (this supersedes her previous appointment). (March 2, 1945)

KEIZER, MRS. RUTH MIRRIAM, Assistant in Botany, on one-half time, for four months beginning February 1, 1945, at a salary at the rate of eighty-two dollars fifty cents (\$82.50) a month. (March 5, 1945)

KELLY, VIRGINIA ANNE, Assistant in Spanish, on three-fourths time, for four months beginning February 1, 1945, at a salary of five hundred five dollars (\$505) (this supersedes her previous appointment). (March 5, 1945)

MARKS, ARLYN, Personnel Secretary in the Office of Nonacademic Personnel, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of three thousand three hundred dollars (\$3300) a year (this supersedes his previous appointment). (March 3, 1945)

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

MAYOL, MARY JOAN, Assistant Clerk-Typist in the Print Shop, for five months beginning April 1, 1945, subject to University Civil Service rules, at a salary at the rate of one hundred twenty dollars (\$120) a month (this supersedes her previous appointment). (March 7, 1945)

PASCHKES, ERICH, Assistant in Psychiatry, in the College of Medicine, for nine months beginning December 1, 1944, without salary. (March 5, 1945)

PETERSEN, ARTHUR S. J., Assistant Professor of Radiology, in the College of Medicine, on one-half time, for eight months beginning January 1, 1945, at a salary at the rate of three hundred dollars (\$300) a month. (March 6, 1945)

PETERSON, LAWRENCE WILLIAM, Instructor in Surgery, in the College of Medicine, on one-half time, for seven months beginning February 1, 1945, at a salary at the rate of one hundred thirty-five dollars (\$135) a month (this supersedes his previous appointment). (March 3, 1945)

RUBIN, HENRY H., Instructor in Bacteriology and Public Health, in the College of Medicine, for six months beginning March 1, 1945, without salary. (March 6, 1945)

SEARLS, MRS. VIRGINIA WILLIAMS, Assistant in History, on one-half time, for four months beginning February 1, 1945, at a salary at the rate of one hundred dollars (\$100) a month. (March 5, 1945)

SIEGMUND, OTTO HANNS, Assistant in Animal Pathology and Hygiene, in the Agricultural Experiment Station, on two-thirds time, beginning March 3, 1945, and continuing through August 31, 1945, at a salary at the rate of one hundred thirty-seven dollars fifty cents (\$137.50) a month. (March 12, 1945)

TURNER, HELEN JENETTE, Assistant Clerk-Stenographer in the Office of the Dean of Women, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of ninety-five dollars (\$95) a month. (March 8, 1945)

UNGER, BETTY ANNE, Assistant in Spanish, for five months beginning February 1, 1945, at a salary of six hundred twenty-five dollars (\$625) (this supersedes her previous appointment). (March 5, 1945)

URUL, MEHMET VEDAT, Research Graduate Assistant in Civil Engineering, in the Engineering Experiment Station, on one-half time, beginning February 1, 1945, and continuing through May 15, 1945, at a salary at the rate of seventy-five dollars (\$75) a month (this supersedes his previous appointment). (February 27, 1945)

WOLF, ERNA, Assistant Clerk-Typist in the Catalog Department of the Library, for six months beginning March 1, 1945, subject to University Civil Service rules, at a salary at the rate of one hundred ten dollars (\$110) a month (this supersedes her previous appointment). (March 2, 1945)

RESIGNATIONS

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

ALTAY, SAKIP, Research Graduate Assistant in Civil Engineering, in the Engineering Experiment Station—resignation effective February 1, 1945.

ANDERSON, EDNA M., Junior X-ray Technician in the Department of Radiology, in the College of Dentistry—resignation effective at the close of business on March 1, 1945.

CARRINGTON, MRS. LORENE, Junior Clerk-Stenographer in the School of Nursing—resignation effective February 1, 1945.

DECK, JIMMIE, Reserve Book Room Librarian—resignation effective April 1, 1945.

HARDIN, RUTH, Documents Assistant in the Acquisition Department of the Library—resignation effective April 1, 1945.

MUSK, MRS. BETTY ELOISE, Assistant Clerk-Stenographer in Visual Aids Service, in the Division of University Extension—resignation effective March 1, 1945.

NOREN, MRS. FRANCES EVELYN, Assistant Laboratory Assistant in the Department of Oral and Plastic Surgery, in the College of Dentistry—resignation effective at the close of business on February 28, 1945.

PIER, RUTH CONSTANCE, Reference Assistant in the Library—resignation effective March 18, 1945.

PIPENBERG, KENNETH JAMES, Assistant in Chemistry—resignation effective March 1, 1945.

RUBART, KATHRYN LOUISE, Junior Clerk-Stenographer in the Provost's Office—resignation effective March 16, 1945.

SCHROCK, MRS. KATHRYN MCCLURE, Senior Clerk-Stenographer in the Department of Animal Pathology and Hygiene, in the College of Agriculture and in the Agricultural Experiment Station—resignation effective March 15, 1945.

SETINA, GENEVIEVE MARY, Junior Clerk-Stenographer in the Animal Hospital, in the College of Medicine—resignation effective March 1, 1945.

SHEPARD, MRS. LUCILLE C., Orthopaedic Field Nurse in the Division of Services for Crippled Children—resignation effective January 1, 1945.

SORENSEN, FLORENCE EVELYN, Junior Clerk-Stenographer in the College of Engineering—resignation effective March 8, 1945.

STALKER, GEORGE F., Equipment Attendant in the Foundry Laboratory, in the Department of Mechanical Engineering, in the College of Engineering—resignation effective March 3, 1945.

THOMAS, A'LORA, Staff Nurse in the Research and Educational Hospitals—resignation effective January 1, 1945.

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

H. E. CUNNINGHAM

Secretary

PARK LIVINGSTON

President