

2-2-1955

## Minutes, February 2, 1955

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MINUTES OF THE MEETING  
OF THE  
BOARD OF TRUSTEES  
OF  
THE UNIVERSITY OF CONNECTICUT  
held in Storrs, February 2, 1955

Present: Mr. Belden	Mr. Jorgensen
Mr. Bishop	Mrs. Mackie
Mr. Brock	Mr. Marsh
Mr. Christensen	Mr. Shippee
Mr. Fuller	Mr. Watson

1. The minutes of the meeting of November 24, 1954, having been mailed out, were approved with the following correction:

Item 15, Paragraph 3, is amended to read: "THE BOARD FURTHER VOTED that in the event a student is released from the Advanced Air Force R.O.T.C. course for whatever reason, he may retain the topcoat by paying the difference between the actual cost of the coat to the government and the earned commutation."

2. THE BOARD VOTED to accept the following resignations:

- (1) Joan Bradley, Library Assistant, effective February 28, 1955.
- (2) Julianne Cunningham, Instructor in Physical Therapy, effective August 31, 1955.
- (3) Lola G. Ellison, Resident Educational Counselor, effective December 31, 1954.
- (4) Paula Koch, Resident Educational Counselor, effective January 29, 1955.
- (5) Sidney Korando, Assistant Professor of Home Management, effective December 31, 1954.
- (6) Robert Mencl, Assistant County Agricultural Agent, Windham County, effective January 31, 1955.
- (7) Louis Ruggles, Assistant County Agricultural Agent, Tolland County, effective January 31, 1955.

## 3. THE BOARD VOTED to approve the following appointments:

- (1) Ann Burack, A.B., Library Assistant, \$2940, December 20, 1954. Replacing Elizabeth Lane.
- (2) Margaret Mary Crowe, B.S., Resident Educational Counselor, \$2880, January 1, 1955. Replacing Lola G. Ellison.
- (3) Merwin W. Williard, S.M., Instructor in Electrical Engineering, \$4020, February 1, 1955. Replacing R. L. Moruzzi.

## 4. THE BOARD VOTED to accept and place on file the following requests for leave of absence:

- (1) Lula M. Behl, Assistant Professor, School of Social Work, six months leave of absence without pay commencing February 1, 1955.
- (2) Edgar Bogardus, Instructor in English, leave without pay, 1955-56. Kenyon Review Fellowship in Poetry.
- (3) W. A. Cowan, Head of Animal Industries Department, sick leave with pay December 16, 1954 through January 15, 1955.
- (4) Helen C. Cronin, Infirmary Nurse, sick leave with pay October 18, 1954 through January 31, 1955.
- (5) Leonard F. Dean, Head of English Department, sabbatic leave 1955-56. Ford Fellowship.
- (6) Dorothy C. Goodwin, Graduate Assistant, Agricultural Economics, leave without pay month of December, 1954.
- (7) Maynard C. Heckel, County Club Agent, Windham County, sabbatic leave September 16, 1955 through June 15, 1956. Study for Master's Degree.
- (8) Muriel Leighton, Resident Educational Counselor, leave without pay February 1, 1955 through September 15, 1955. Illness in family.
- (9) Alvin M. Liberman, Associate Professor of Psychology, sabbatic leave second semester 1955-56. Research.
- (10) Robert W. Lougee, Instructor in History, sabbatic leave second semester 1955-56. Research in Germany.
- (11) Roy E. Luginbuhl, Assistant Professor of Animal Diseases, sabbatic leave November 1, 1955 through April 30, 1956. Study for Doctor's Degree.
- (12) Samuel C. McMillan, Assistant Dean, School of Business Administration, special leave for June, July, and August, 1955, one month of which will be considered annual vacation time with pay, the other two months without pay. Special research project for Alderson & Sessions.

## 4. Continued

- (13) Martha Potgieter, Associate Professor of Foods and Nutrition, special leave with pay June 16, 1955 to September 15, 1955, one month of which is to be considered annual vacation time.
  - (14) Richard M. Story, Assistant Professor of Industrial Management, sabbatic leave first semester 1955-56. Research and writing.
  - (15) Doris Trowbridge, Research Assistant I in Animal Diseases, leave without pay January 16, 1955 through March 31, 1955. Confinement.
  - (16) Cora Webb, Home Demonstration Agent, Tolland County, special leave with pay February 18, 1955 through March 30, 1955. This includes annual vacation time plus additional two weeks with pay. Research in Europe.
5. THE BOARD VOTED to accept the following scholarships, financial aids and gifts and instructed the President to write appropriate letters of appreciation:
- (1) \$150 Scholarship from Connecticut Society of Professional Engineers, Women's Auxiliary, to junior or senior woman studying engineering.
  - (2) \$75 from City of Pittsfield to be added to band scholarship fund.
  - (3) \$50 from Connecticut State Association of Power Engineers for annual award.
  - (4) \$75 from Connecticut Chapter of the American Association of Social Workers representing one-half of annual scholarship to School of Social Work.
  - (5) \$150 from Pharmacists' Association of Litchfield County for annual scholarship.
  - (6) \$150 Curtis P. Gladding Memorial Scholarship for second semester 1954-55.
  - (7) \$300 from John V. N. Dorr, The Dorr Company, New York City, for financial aid purposes.
  - (8) \$100 from Woman's Club of Glastonbury to provide financial aid to Miss Gail Hamilton.
  - (9) \$200 from The George W. and Carrie L. Barbier Scholarship Fund to provide financial aid to Miss Barbara Louise Baier.
  - (10) \$150 from Connecticut State CIO Council to provide financial aid to Miss Maureen Dougherty.
  - (11) \$1001 from Herman Wolf, Larchmont, N. Y., to establish the Emily Elsas Wolf Fund at the Institute of Public Service.

## 5. Continued

(12) \$200 from W. Irving Wolf, Providence, R. I., to be added to Emily Elsas Wolf Fund.

(13) \$225 from Trust Estate of Adolphe J. Palen-Klar, Countess Frances Thorley Palen-Klar Scholarship Fund to provide financial aid to the following:

William Russell Arvoy	\$75
Susan Morsheimer	75
Betty Jane King	75

(14) \$45 from New Haven Section Council of Jewish Women to provide financial aid to Miss Judith Shein.

(15) \$250 from Westerly Lions Club to provide financial aid to John H. Archibald.

(16) \$100 from Polish Women's Alliance of America to provide financial aid to Miss Frances A. Kaczmarek.

(17) Various contributions from The William H. Chapman Foundation to provide financial aids as follows:

Robert L. Sinagra	\$200
Patrick Clifford	150
Robert J. Sheedy	200
John Buckley	100
Richard Fawcett	150
John Sylvester	75
Natalie Stone	100
Paul White	100
Raymond Burbine	200
Jean Williams	242.50
William Byars	100
Phyllis Stone	100
Elizabeth L. Phillips	175
Ann Holway	150

(18) \$800 from The Autoyre Foundation to provide financial aid to the following:

Nicholas Daddona	\$400
Diane Nadeau	400

(19) \$100 from Mr. R. S. Thatcher, East Hampton, to provide financial aid to Rexford H. McCall.

(20) \$375 from Frank Gannett Newspaperboy Scholarships, Inc. to provide financial aid to Louis C. Olmsted.

(21) \$375 from Frank Gannett Newspaperboy Scholarships, Inc. to provide financial aid to Wesley A. Lanz.

## 5. Continued

- (22) \$250 from Rotary Club of Wethersfield to provide financial aid to the following:

Earl R. Thompson, Jr.	\$125
Chester J. Chappell	125

- (23) \$45 representing interest on Dorothy Culp Scholarship Fund to provide financial aid to Michael P. Ratner.
- (24) \$400 from Connecticut Alumni of Rho Pi Phi International Pharmaceutical Fraternity to be used to purchase display cases for College of Pharmacy.
- (25) Gift of valuable book collection, periodicals and pamphlets to School of Social Work Library from Harold H. Lund and Miss Henriette Lund, Higgamum.
- (26) Gift of painting from David T. Langrock, New Haven.
- (27) Gift of two Devonian fossil placoderms to Department of Geology and Geography from New York State Museum.
- (28) Gift of \$1000 to Labor-Management Institute from The Wimpfheimer Foundation, Inc., Stonington, to be used to benefit the Institute.
6. THE BOARD VOTED to approve the following research projects to be carried on by the University and financed by the agency indicated:
- (1) \$1000 from American Corn Millers' Federation, Battle Creek, to support research program in Poultry Department under direction of Dr. E. P. Singsen.
- (2) \$750 from Haskins Laboratories to cover half-time assistantship in Department of Psychology for the second semester of current academic year in support of research being conducted by Dr. A. M. Liberman.
- (3) \$1500 from The Fesler Company to continue fellowship in support of research project on Trichomonacidal Preparations being conducted in College of Pharmacy.
7. The Director of the Division of University Extension and Summer Session has requested "upward adjustments" of summer session salaries and salaries for teaching extension courses.

The present rate of compensation is as follows:

Summer Session Salaries - six weeks period

Instructor-	\$500
Assistant Professor-	600
Associate Professor-	700
Professor-	800

Extension Salaries

\$100 per credit plus expenses

## 7. Continued

Since this matter was not presented by the Director at the time budgets were reviewed for presentation to the 1955 session of the General Assembly, the administration recommends that no adjustments be made at this time for the 1955 summer session.

The Special Finance Committee supported the recommendation and so recommends to the Board of Trustees.

THE BOARD VOTED to accept the recommendation of the Special Finance Committee.

## 8. This minute refers to the report of a special committee of the College of Agriculture making recommendations pertaining to nine and eleven month appointments.

Staff members at the University are employed for nine, ten, and eleven months of service. All Agriculture staff members are on an eleven months basis.

The committee's recommendations are as follows:

"(1) That the professional staff of the College of Agriculture be continued on 11-month appointments, but that their average salary be increased to approximately 11/9 of that of the average salary for 9-month appointees of the same academic rank at the University of Connecticut.

"(2) That existing salary scales for academic ranks from assistant college instructors through professors be made applicable to 9-month appointees only, and that for 11-month appointees the minimums and maximums, as well as the amounts of each step within these ranges, be 11/9 of those applicable to 9-month appointees;

"(3) That this report be submitted by the Dean of the College of Agriculture to the Provost and President, and from them to the Board of Trustees for whatever action is deemed appropriate."

Every staff member when interviewed and employed is informed of the nature of the service to be rendered, whether the position is a nine, ten, or eleven months appointment, the rank of the position, and the salary to be paid. The appointment letter sets forth the terms of the employment and is made a matter of record in the personal folder for each employee. The information from the employment letter is transferred to the employment authorization request which goes to the State Personnel Office.

The salary schedule established for the University for the different professional ranks provides sufficient latitude between the minimum and maximum rates to provide for nine, ten, and eleven months employment, difference in degrees held, and difference in training and experience. The several reviews that have been made of the University salary schedule recognized the latitude of the University salary schedule.

## 8. Continued

A recent study made by the Provost of the University clearly indicates that the University usually pays higher salaries for professional people in Agriculture even when training, experience, and degrees held are not comparable to the same requirements in other parts of the University. This evidence indicates that recognition is given to the difference in length of employment.

The compelling consideration is the fact that letters of employment clearly indicate the conditions of employment.

The administration recommends that no change be made in the present salary schedules and salaries paid for staff members employed on nine, ten, and eleven months of service unless and until it becomes necessary to place all staff members on eleven months. Should eleven months of service be adopted for all, it will be in connection with changing the academic year at the University from the two semester system to a four quarter system.

THE BOARD VOTED to accept the recommendation as contained in the last paragraph.

9. The President advised the Special Finance Committee that Dr. Snoke of Grace-New Haven Hospital is planning to discuss with him the housing of University of Connecticut student nurses who do their pre-clinical and much of their clinical work at the Grace-New Haven Hospital. Apparently a change in streets or a highway may require removing one wing of the nurses' home occupied by students of the Yale School of Nursing and the student nurses of the University of Connecticut School of Nursing. It has been suggested that the University provide its own dormitory facility for University of Connecticut student nurses.

The President recommended that the University should not provide dormitory facilities at New Haven. The Special Finance Committee approved the recommendation of the President and so recommends to the Board of Trustees.

THE BOARD VOTED to accept the recommendation of the Special Finance Committee but VOTED FURTHER to instruct the President to discuss with Dr. Snoke and his Directors the housing of University of Connecticut student nurses at New Haven without involving the University in the construction of or maintenance of dormitory or housing facilities for student nurses.

10. The President advised the Special Finance Committee that a new building is now being constructed on the new campus of the Waterbury Branch. This building is being constructed from private funds collected in the Greater Waterbury area for this purpose. It is planned that the University will occupy this facility on precisely the same basis as the University has occupied the Begnal School since 1946. The arrangement took the form of a lease, calling for an annual payment of \$1.00.



10. Continued

The President recommended that the Comptroller, L. C. Riccio, be authorized to negotiate a new lease at an annual rate of \$1.00 and for as long a period as the University occupies the facility for University services to the youth and adults of Waterbury and the Greater Waterbury area.

The Special Finance Committee approved the recommendation of the President and so advises the Board of Trustees.

THE BOARD VOTED to accept the recommendation of the Special Finance Committee.

11. The President advised the Special Finance Committee that a copy of the will of Miss Mary Kumpf has been received. The will provides that all her property, including approximately ten acres of land, buildings, contents, and personal possessions, are assigned to the University.

The President recommended that he be authorized to confer with the attorney for the Estate to determine the steps to be taken for the sale of the property and on a time schedule that will in no way raise questions with reference to the propriety of an early sale. The funds from the sale will be used to carry out the late Miss Kumpf's interest in conservation and wildlife.

The Special Finance Committee approved the recommendation of the President and so advises the Board of Trustees.

THE BOARD VOTED to accept the recommendation of the Special Finance Committee.

12. The President reviewed with the Special Finance Committee the parking and highway regulations on the campus and the fines collected. The Town of Mansfield at the present time collects between \$5000 and \$6000 per year in fines from students who violate University parking and traffic regulations.

The President recommended a consideration of the whole matter, suggesting the possibility that all fines imposed for parking and traffic violations within the campus itself be collected by and paid to the University, the fines so collected to be used for scholarship or financial aid purposes. Fines collected for traffic and parking violations by students in any part of the Town other than the main campus should be collected by and paid directly to the Town.

The Special Finance Committee accepted the recommendation that the matter be studied further and that no action be taken until a report be made to the Board of Trustees at a later time.

THE BOARD VOTED to accept the recommendation of the Special Finance Committee and FURTHER VOTED to request Mr. E. Lea Marsh of the Board of Trustees to review the material before the report is prepared for presentation to the Board of Trustees.

## 13. Student Activities Fee.

The Special Finance Committee approved of adding a non-Alumni Trustee to the Alumni Committee of three (Messrs. Belden, Ryan, and Watson, Chairman). It was suggested that Mrs. Mackie or Mrs. Mahoney serve as the non-Alumni member of this committee. The special committee of the Board of Trustees will have, as ex officio members, the faculty adviser to the Student Senate, the Provost, and the Director of Student Personnel. This entire committee will meet with the following students:

President of the Student Senate  
Editor of The Nutmeg  
Editor of The Campus  
Head of the Husky Network  
Central Treasurer of the Student Senate

This whole group will consider and appraise student government and publications with respect to their programs and the expenditure of funds.

It was noted that a summary statement of background is available for the committee, as well as a report from the Student Senate on the financial activities of the Associated Student Government.

THE BOARD VOTED to approve the appointment of a special Trustee Committee composed of Messrs. Belden, Ryan, Watson and Mrs. Mahoney to "consider and appraise student government and publications with respect to their programs and the expenditure of funds." Background material has been prepared and will be forwarded to the members of the Committee.

## 14. THE BOARD VOTED to approve the following changes in the next University catalogue:

School of Home Economics

- (a) Name of the Department of Home Administration changed to Home Management
- (b) Name of the Department of Family Development changed to Child Development and Family Relationships

College of Agriculture

- (a) Title of W. O. Drinkwater changed from Instructor in Vegetable Gardening to Instructor in Vegetable Crops
- (b) Title of B. E. Janes changed from Associate Professor of Vegetable Gardening to Associate Professor of Vegetable Crops
- (c) Title of E. C. Minnum changed from Associate Professor of Vegetable Gardening to Associate Professor of Vegetable Crops
- (d) Title of H. O. Perkins changed from Assistant Professor of Landscape Gardening to Assistant Professor of Landscape Design

15. THE BOARD VOTED to approve an increase in salary in the amount of \$480.00 for Joe T. Clayton, Assistant Professor of Agricultural Engineering, effective February 16, 1955.

16. The President discussed with the Trustees the subject of federal retirement for cooperative extension employees.

THE BOARD VOTED to reaffirm their action of August 25, 1954 to the effect that Agricultural Extension employees of the University should not be required to participate in the federal retirement plan in addition to their participation in the state retirement plan, even though it might result in (a) Agricultural Extension workers not holding "cooperative appointments", and (b) possible loss of the "franking privileges".

17. The President discussed with the Trustees a request from the Hartford County Farm Bureau that the Board of Trustees consider a proposal to change the sponsorship of agricultural extension service in Hartford County.

THE BOARD VOTED to appoint a committee composed of Mr. George Dudley, Mr. E. Lea Marsh, and the Commissioner of Agriculture to review the Hartford County Farm Bureau proposal and to report to a later meeting of the Board of Trustees.

It was suggested that the committee contact other County Farm Bureau groups regarding the proposal of the Hartford County Farm Bureau.

The President advised the committee that Dean W. B. Young of the College of Agriculture, and Associate Director of the Agricultural Extension Service, Henry M. Hansen, are available to discuss the matter with the committee.

18. Comptroller L. C. Riccio advised the Board of Trustees through the President that the contract for the construction of faculty housing was awarded on January 7, 1955 and construction is now under way. Representatives of the State Budget Department, the Office of the State Commissioner of Finance, and the Governor's Office discussed the allotment of funds for this purpose with Mr. Riccio on September 14, 1953. The Budget Department and the Finance Department recommended to the Governor that funds be made available from the 6.4 account to complete the financing of these apartments.

The total funds available under the Special Act was \$1,000,000. The acceptable bid price amounted to \$1,080,000. In addition, architects' and Public Works Department fees must be added to the project costs. A contingency fee of 5% of the project cost must also be provided at the time the contract is awarded. It was agreed that to reduce the number of faculty apartments from 100 to the number that could be constructed under the amount of the bond issue would be (a) inadequate to meet faculty housing needs resulting from the required demolition of temporary firetrap buildings, and (b) that the rents would be too high for a lesser amount of apartments for the faculty group to be housed.

## 18. Continued

THE BOARD VOTED to make available \$125,000 from the 6.4 account, since the estimated project figure was not available at the meeting. It was understood that as soon as the specific financial requirements are known, the Board would be advised and the exact figure would be noted in the minutes.

Since the meeting, a more exact estimate indicates that \$92,475 additional is necessary to complete the financing of the project. Therefore, the Business Office is setting up \$92,475 additional and not the \$125,000 voted by the Board.

19. The President discussed with the Trustees at considerable length the use of funds from special University funds for the purpose of helping to finance building projects on the campus. For years funds have been advanced from the 6.4 account (University Revolving Fund) for this purpose.

The Self-Supporting Activities Fund was authorized by the 1937 session of the General Assembly and amended in 1939, - see Section 3292 in the appendix of the publication entitled "The University of Connecticut Laws and By-Laws", page 101. This section reads in part...

"Any balance of receipts above expenditures shall remain in said fund to be used for the improvement and extension of said activities, provided any accumulated balance from dormitory and other rental receipts in excess of fifty thousand dollars shall be remitted to the general fund of the state, unless its retention in said university fund shall be approved by the Governor..."

The University of Connecticut Educational Extension Fund is defined in Section 3293, page 102, of the printed Laws and By-Laws.

The Attorney General, on August 3, 1953, ruled "...Whether such activities should be classed as auxiliary activities under Section 3292 of the General Statutes is primarily a question to be determined by the trustees of the University within the limits of reasonable discretion. This discretion may extend to changing the classification of any activity, due to developments in the activity itself or to shifts of emphasis in the University program."

He further ruled, "There is no prohibition in Section 3292 against capital expenditures, including purchases of land, when such expenditures are in fact made for activities within the scope of the statute."

The General Assembly in 1946 in special session appropriated funds to the University for the purpose of providing educational opportunities for returning veterans. This resulted in establishing veterans' centers (freshman, sophomore programs in Hartford, Waterbury, and New London). The General Assembly was advised that it would be necessary to make considerable capital expenditures

## 19. Continued

on the main campus and, in time, to accept these veterans after completion of two years in these branches. The Trustees, facing the whole matter realistically, approved the establishment of student fees at all branches equal to those charged on the main campus hoping in this way to accumulate funds that could be used, if necessary, to assist in providing facilities for these students when they transferred to the main campus. The specific items discussed included student housing, food services, Union Building (an expressed need of the Board of Trustees as early as 1936), men's physical education facilities, and the Auditorium. Specific amounts in those discussions were never indicated but the general policy was often discussed and approved.

Over a period of years, therefore, the use of funds (from the 6.4 account) has been authorized - in some cases in general terms and in other cases in terms of specific amounts. The specific amounts approved were almost always based on advices or estimates from the Public Works Department regarding the costs of the projects under the jurisdiction of that agency even though the state bonds, self-liquidating bonds, or state appropriations were made to the University. Without exception, initial estimates for the purpose of budget allotments were not the actual project costs. Frequently "change orders" were approved which altered initial estimates. Occasionally, bills for payment of "change orders" have been submitted after the building was in use.

In the discussion of the matter, it was proposed that the Business Office prepare a schedule annually showing the condition of work projects, indicating project numbers, appropriation numbers, fund numbers, expenditures, free balances, and to indicate the 6.4 transfers to the projects or the estimated amount if the projects are still in progress.

20. INFORMATION

The report of the Commission to Study the Need for Higher Education in the fields of Medical, Dental, and Veterinary Science will be mailed to the Trustees.

Reprints of an article by John A. Perkins, President of the University of Delaware, on the subject of "Soaring College Enrollments: A Critical Problem for the States" were distributed to the Trustees.

An excerpt from "Connecticut's Need for New Teachers" indicating the number of new teachers needed in Connecticut Public Schools was distributed to the Trustees.

Copies of an extract from an article on The First World Orchid Conference indicating enthusiastic reception of a talk by our staff member, Dr. Gustav A. L. Mehlquist, Professor of Floriculture, were distributed to the Trustees.

Respectfully submitted,

A. N. JORGENSEN

For J. Ray Ryan,  
Secretary