

2-4-1948

## Minutes, February 4, 1948

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MINUTES OF THE MEETING  
OF THE  
BOARD OF TRUSTEES  
OF

1554

THE UNIVERSITY OF CONNECTICUT  
held in Hartford, February 4, 1948

Present: Dr. Barker  
Mr. Christensen  
Mr. Eddy  
Governor McConaughy  
Mr. Ryan  
Mr. Shippee  
Sister M. Rosa  
Mr. Spencer  
Mr. Jorgensen

1. The minutes of the meeting of December 17 having been mailed out, were approved without being read.
2. THE BOARD VOTED to accept the following resignations:
  - (1) Angus M. Shipley, Assistant Professor of Dairy Manufacturing, effective February 15, 1948.
  - (2) Robert Stevens, Associate County Agricultural Agent, (New Haven County), effective March 1, 1948.
  - (3) Ford C. Daugherty, Associate Professor of Animal Husbandry, December 31, 1948.
3. THE BOARD VOTED to approve the following appointments:
  - (1) Luella A. Pratt, Assistant Club Agent, (Windham County), annual salary \$2580, (including economic increase of \$180), effective December 29, 1947. Replacing Edna D. Gosch.
  - (2) Maria S. Preston, Assistant Home Demonstration Agent, (New Haven County), annual salary \$3060, (including \$180 economic increase), effective February 1, 1948. Replacing June Maughn.
  - (3) Randolph Whaples, State 4-H Club Leader, annual salary \$4800. (including \$180 economic increase), effective February 16, 1948. Replacing A. J. Brundage.
  - (4) Mildred B. Smith, Assistant Professor of Agricultural Economics (Consumer Education), annual salary \$4380 (including \$180 economic increase), effective February 1, 1948 (three quarters time until about May 1 or June 1). New position.
  - (5) Fred A. Cazal, Jr., Assistant Professor of History, annual salary \$3660 (including economic increase of \$180), effective September 16, 1948. Replacing James Weber.
  - (6) LeRoy D. Haberman, Instructor in Speech, annual salary \$3060 (including economic increase of \$180), effective February 1, 1948. New position.
  - (7) Lester W. Ingalls, Jr., Instructor in Business Administration, annual salary \$2300 (including economic increase of \$180), effective February 1, 1948.

4. THE BOARD VOTED TO accept the following scholarship and instructed the President to write an appropriate letter of appreciation to the donor:
  - (1) The Borden Company Foundation - five additional annual Borden Home Economics Scholarship Awards, effective upon the expiration of the letter agreement dated August 28, 1944 - \$1500.
5. The President discussed with the Board "Action by the Personnel Board ratified by the Finance Advisory Committee and to be announced on February 4 approving a ten per cent cost of living increase for all full-time employees in the classified service. A copy of the plan approved for all classified employees is made a part of these minutes. (See attached #1)

The President presented a similar plan for the members of the professional staff of the University. A copy of this plan is made a part of these minutes. (See attached #2)

THE BOARD VOTED to approve the plan submitted by the President granting a 10% "cost of living" increase for all full-time members of the professional staff.

THE BOARD VOTED to authorize the President to make "cost of living" adjustments to the salaries of those staff members not included in the temporary cost of living increase program adopted in the preceding action, but only in cases where real injustices would occur.

The President presented a statement indicating a number of adjustments which will have to be made in the budget for the current fiscal year and for the second year of the biennium in order to provide

- (1) Approved "temporary cost of living" adjustments based on economies to be made in the administration of all University activities
- (2) Adjustments needed to provide an educational program to meet minimum acceptable standards

A copy of the statement is made a part of these minutes (see attached #3)

The Board of Trustees expressed grave concern that the temporary pay adjustments approved for the classified workers would under the present financing plan of the University impose the financial burden for increases to 307 employees of the 714 classified workers on the students (6.4 account). It was pointed out that the students have already paid their dormitory fees and board fees for the second semester of the current year. Therefore, to request the students to pay additional dormitory and board fees at this time would be in effect a violation of contractual obligations between the University and the students.

THE BOARD VOTED to instruct the President to take up this matter with the Governor and the Commissioner of Finance and request that the \$17,843, for the "temporary cost of living" increases for 307 employees for the remainder of the current fiscal year be covered by additional funds provided by the State.

6. Dr. Barker and the President reported to the Trustees on the conference held in the Governor's Office regarding the organization of the Agricultural Experiment Station work in this State. The meeting was attended by a subcommittee representing the New Haven Experiment Station and Dr. Barker and the President representing the Board of Trustees. The following proposal (see attached #4) was presented by the Governor.

THE BOARD VOTED to approve the plan presented by the Governor. A copy of this proposal is made a matter of record in these minutes.

7. The following matters had been brought to the attention of the Trustees prior to the meeting. Pertinent materials had been mailed out with the agenda.
  - a. Summary statement of financial operations for the fiscal year 1946-47 (see attached #5)
  - b. Dining Hall operations and plans sheet for the fiscal year 1946-47. (See attached #6).
  - c. Summary of receipts and expenditures from out-of-state fees collected from the Veterans Administration (See attached #7).
  - d. Organization chart of the Business Office indicating proposed additions to make operations more effective (see attached #8).
  - e. Report of the activities of the campus security department for the current year to date (see attached #9).
  - f. Summary of War War Surplus acquisitions (see attached #10).
  - g. Cumulative record forms for the professional staff. Copies are made a part of these minutes (see attached #11)
  - h. Copy of "The Connecticut HomeMaker".
  - i. Copy of new publication "Connecticut Government"
  - j. Copy of Audio-Visual Aids Catalog and Announcement
  - k. Statement regarding salary lag in salaries of professional staff. Copy of this statement is made a part of these minutes (see attached #12)
  - l. Letter addressed to members of the University staff regarding group life insurance and salary increases (see attached #13.)
  - m. Copy of statement appearing in the January 1948 issue of "Occupations" showing the training needs in a number of professional areas. A copy of this summary is made a part of these minutes. (See attached #14)
  - n. Copy of Advanced and Graduate Course Announcements

## o. Agricultural Extension bulletins

8. A summary of professional salaries shown in chart form was presented to the Board. (See attached #16 - 1 and 2) The President expressed dissatisfaction with the classification of "assistant instructor". The President recommended that the University be permitted to employ "laboratory technicians" under the title "University Laboratory Technician" rather than to use the title "assistant instructor" in order to have necessary freedom in the selection of this type of personnel. The same problems exist in the employment of "house mothers" and "resident dormitory counselors".
- THE BOARD VOTED to authorize the President to take this matter up with the appropriate agencies for clarification and change.
9. The President advised the Board that he has ordered copies of the Reports of the President's Commission on Higher Education for each Trustee.
10. The President presented a letter addressed to Commissioner Grace on Graduate work. It was the sense of the meeting that the suggestions made in this letter presented excellent suggestions for integrating publicly supported higher education in this State. (See attached #16)
11. The President presented the matter of use and occupancy insurance. THE BOARD VOTED to authorize the President to discuss with the State Comptroller the revaluation of all University buildings and further to take up the need for "use and occupancy insurance" in order to protect the University's bond retirement program based on dormitory and faculty housing income. A schedule showing the book values of all University buildings is made a matter of record in these minutes. (See attached #17) Also suggested "use and occupancy" insurance schedules (See attached #18).
12. The matter of faculty housing was discussed. Because of the need for immediate steps to provide adequate fireproof faculty housing, the BOARD VOTED to authorize the President to enlist the assistance of Mr. B. M. Pettit of the Real Assets Division of the Comptroller's Office in determining the best type of multiple housing to meet the University's needs and further to ask Mr. Pettit's assistance in commissioning an acceptable architect in order that faculty housing may be designed and under construction at the earliest possible date.
13. THE BOARD VOTED to approve the statement of "Regulations Governing Actions of Student Organizations" approved by the University Senate November 10, 1947. A statement of these regulations is made a part of these minutes. (See attached #19).
14. THE BOARD VOTED to postpone action on the recommendations for changing the Laws and By-Laws of the Board of Trustees. It was suggested by the President that this matter be made the first order of business at the next regular meeting of the Trustees.

Respectfully submitted,

*A. N. Jorgensen*  
 A. N. Jorgensen  
 For the Secretary  
 J. Ray Ryan