

2-21-1940

## Minutes, February 21, 1940

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MINUTES OF THE MEETING  
of the  
BOARD OF TRUSTEES  
of the  
UNIVERSITY OF CONNECTICUT  
held in Hartford, February 21, 1940

Present:	Mr. Manchester	Mr. Buckley
	Mr. Hollister	Mrs. Noyes
	Mr. Spencer	Mr. Alsop
	Mr. Mitchell	Mr. Jorgensen
	Mr. Wood	

1. THE BOARD VOTED to approve the minutes of the meeting of November 22, 1939.
2. THE BOARD VOTED to approve the following resignations:
  - (1) Arland R. Meade, Graduate Assistant in Dairy, effective February 11, 1940
  - (2) Richard G. Wheeler, Graduate Assistant in Economics, effective January 31, 1940
  - (3) Robert H. Wood, Greenhouseman, effective January 31, 1940
  - (4) Walter T. Clark, Agricultural Agent, effective October 15, 1939
3. THE BOARD VOTED to approve the following new appointments:
  - (1) Ruth MacDonald, Head College Infirmary Nurse (Supervisor of Infirmary) salary \$1992, effective September 12, 1939, replacing Hilda Williams, who is on indefinite leave of absence
  - (2) Eastman Smith, Assistant Professor of Mechanical Engineering, salary \$3000, effective February 1, 1940 - July 31, 1940, replacing J. H. Marchant
  - (3) Wesley P. Judkins, Assistant Professor of Horticulture, salary \$2760, effective January 1, 1940, replacing Charles O. Dunbar
  - (4) Albert H. Fienemann, Instructor in Farm Management, salary \$1800, effective January 1, 1940 - June 30, 1940, replacing Bradford D. Crossmon
  - (5) Howard D. Johnson, Associate County Club Agent, salary \$1600, effective January 16, 1940, replacing Mrs. E. C. Child
  - (6) Marion McDowell, Assistant Professor of Family Relations, salary \$3000, effective April 1, 1940 - June 30, 1940, replacing Winifred Cheney
  - (7) J. Gordon Bower, Assistant Instructor in Engineering, salary \$1520, effective February 19, 1940 - June 30, 1940, replacing Kenneth Fitts

- (8) Edward W. Manchester, Instructor in English, salary \$2040, effective February 13, 1940, new position
- (9) Cloy B. Knodt, Graduate Assistant in Dairy Experiment (Wirthmore Fellowship), salary \$720, effective April 1, 1940, new position

4. THE BOARD VOTED to accept applications for leave of absence from the following and ordered these applications placed on file:

- (1) Herbert A. France, Assistant Professor of Music, for the college year 1940-1941 ✓
- (2) Reinhold A. Dorwart, Assistant Professor of History, second semester 1941-1942
- (3) J. O. Christian, Assistant Professor of Physical Education, second semester 1940-1941

5. THE BOARD VOTED to approve the following salary increases:

- (1) Frank F. Atwood, Assistant Editor, from \$3240 to \$3360 per annum, effective January 1, 1940
- (2) Lawrence H. Barber, Research Assistant, from \$1320 to \$1380 per annum, effective January 1, 1940
- (3) B. A. Brown, Associate Professor of Agronomy, from \$3900 to \$4080 per annum, effective January 1, 1940
- (4) Floyd M. Callward, Assistant Professor of Forestry, from \$3600 to \$3780 per annum (\$1620 paid direct from Federal funds), effective January 1, 1940
- (5) W. H. Carter, Jr., Ph. D., Associate Professor of Economics, from \$3120 to \$3240 per annum, effective January 1, 1940
- (6) Margaret Cleveland, Assistant Instructor in Animal Diseases, from \$1260 to \$1320 per annum, effective January 1, 1940
- (7) Milton J. Foter, Ph. D., Assistant Professor of Bacteriology, from \$2280 to \$2400 per annum, effective January 1, 1940
- (8) Daniel A. Graf, Farm Superintendent, from \$3000 to \$3360 per annum, effective January 1, 1940
- (9) Wendell H. Kinsey, Assistant Professor of Physics, from \$3240 to \$3360 per annum, effective January 1, 1940
- (10) Edmond A. Perregaux, Ph. D., Professor of Agricultural Economics, from \$4500 to \$4560 per annum (\$1000 paid direct from Federal funds), effective January 1, 1940
- (11) Harold E. Pinches, Assistant Professor of Agricultural Engineering, from \$3360 to \$ 3480 per annum, effective January 1, 1940

- (12) Wayne N. Plastridge, Ph. D., Associate Professor of Animal Diseases, from \$4080 to \$4260 per annum, effective January 1, 1940
- (13) Alton M. Porter, Ph. D., Assistant Professor of Vegetable Gardening, from \$3240 to \$3600 per annum, effective January 1, 1940
- (14) Howard A. Rollins, Associate Professor of Pomology, from \$3900 to \$4080 per annum, effective January 1, 1940
- (15) Karl C. Seeger, Assistant Instructor in Animal Diseases, from \$1560 to \$1620 per annum, effective January 1, 1940
- (16) Francis J. Weirether, Assistant Instructor in Dairy Industry, from \$1500 to \$1560 per annum, effective January 1, 1940
- (17) Robert E. Will, Assistant Professor of English, from \$2160 to \$2400 per annum, effective January 1, 1940
- (18) Wilfred B. Young, Assistant Professor of Animal Husbandry, from \$3240 to \$3360 per annum, effective January 1, 1940

6. THE BOARD VOTED to approve the following changes in title and rank:

- (1) John Y. Squires, from Assistant Instructor in Physical Education to Instructor in Physical Education, effective January 1, 1940 <sup>560</sup>
- (2) Merrill W. Abbey, from Club Agent to Assistant County Agricultural Agent, New London and Windham Counties, salary \$2000, effective December 15, 1939, replacing William L. Brown
- (3) William L. Brown, from Assistant Agricultural Agent to County Agricultural Agent, New London County, salary \$2500, effective November 15, 1939, replacing Walter T. Clark
- (4) Elizabeth C. Child, Associate Club Agent to County Club Agent, Windham County, salary \$1900, effective January 1, 1940, replacing Merrill W. Abbey
- (5) Daniel A. Graf, from Farm Manager to Farm Superintendent, effective January 1, 1940

7. The Board of Trustees was informed by the President of a recent action of the Connecticut Chapter of the American Association of University Professors. The Connecticut Chapter at a recent meeting voted to place the names of all members of the Board of Trustees on the mailing list to receive the Association bulletin.

8. The President transmitted to the Board resolutions received from several organizations. These resolutions are placed in the minutes as a matter of record.

THE CONNECTICUT DAIRYMEN'S ASSOCIATION

Inasmuch as the present creamery and laboratory facilities of the Dairy Department at the University of Connecticut are badly crowded and out of date,

BE IT RESOLVED, That the Connecticut Dairymen's Association in 59th Annual Convention Assembled, urge the passage of such legislation at the next session of the General Assembly as would provide a new Agricultural and Dairy Building to more efficiently carry on such work; and

BE IT FURTHER RESOLVED, That we send copies of this resolution to the Connecticut agricultural Council, and the Legislative Council, the Agricultural and Appropriations Committees of the General Assembly and to President Jorgensen of the University of Connecticut to do what they can to further such legislation.

January 17, 1940

The University Relationship Committee

STATE FARM BUREAU FEDERATION

We congratulate the University of Connecticut on the development of its physical plant, but would suggest to those in authority at the University that some serious consideration be given in the future to the pressing needs of its agricultural departments.

STATE GRANGE

We desire to commend the Board of Trustees of the University of Connecticut on their program of work for the development of that University. We recommend that the Grange stands as approving the construction of self-liquidating dormitories as a means of solving the housing problem now existing.

We further recommend that the Grange support any plans which the Trustees will develop in order to strengthen the agricultural program of said University.

Committee on Education

WHEREAS, the original purpose of the Land Grant College at Storrs, now the University of Connecticut, was to offer a larger horizon to the youth who would be farmers or homemakers, Therefore

BE IT RESOLVED, We, the State Grange of Connecticut, in Annual Session assembled, request the restoration of the Two-Year Course in Practical Agriculture and in Home Economics, which has already given substantial leaders to our communities and that a fitting standard of admittance be set up.

Report of Sessions Committee on Education

The Connecticut Milk Producers' Association passed a similar resolution at their meeting in January.

## NEW HAVEN DISTRICT EPWORTH LEAGUES

At a recent meeting of the New Haven District Epworth Leagues, a resolution was passed to the effect that a letter be written Dr. Jorgensen in regard to various news items appearing in the daily press concerning the future of our State University.

One article which made the group feel that the writing of this letter would be in order, told of the meeting called by Governor Baldwin for January 12, to discuss the future of the University. News of the possible failure of the bond issue for the building of dormitories and the narrowing down of Extension courses this past fall seem to indicate a stunting of educational advancement within the State.

A letter has already been forwarded to Governor Baldwin asking him to exert whatever pressure possible to bring about expansion and extension of university facilities. It is asked that Dr. Jorgensen do as much as possible in influencing those who can bring about this much needed expansion.

January 9, 1940

## 9. POLICY

the

a. The matter of self-liquidating dormitories was again presented and discussed. The Board unanimously adopted the following resolution and instructed the President to forward a copy of said resolution to His Excellency Raymond E. Baldwin, Governor of Connecticut, as Chairman of the Bond Commission created by Act No. 119 of the Public Laws of 1939:

WHEREAS question has arisen with reference to "An Act authorizing the State to issue bonds for the construction of self-liquidating dormitories at the Connecticut State College" said act being No. 119 of the Public Laws of 1939, as to whether or not bonds issued pursuant to the provisions of said act pledge the full faith and credit of the State and whether or not all the revenues of the College as pledged to the payment of such bonds if issued

NOW, THEREFORE, BE IT RESOLVED; That the Board of Trustees request the Bond Commission created by said act that the Treasurer of the State issue a note or notes of the State in the amount of or in the amounts equalling the sum of \$450,000 for not more than one year, to bear interest at a rate to be determined by the Treasurer, the proceeds from said note or notes to be used for the construction of dormitories on a self-liquidating basis and that the Board agree that it will favor and urge the passage at the next session of the General Assembly of the necessary amendments to the said act to clarify the questions hereinbefore mentioned so that bonds may be issued to retire said notes and further that the Board agree with the Bond Commission, the Treasurer and Finance Commissioner of the State that all revenues from said dormitories and all or so much more of the revenues of the College as may be necessary shall be paid over to the Treasurer of the State, pledged to the retirement of the principal and interest on said notes and, or, the bonds if and when issued.

The term revenue shall be construed to include all moneys from rentals, earnings, income or any other source due to the College excepting moneys from Federal and State grants and Legislative appropriations.

b. THE BOARD VOTED not to make a charge for University catalogs. It was the judgment of the Board that charging for the catalog would be a source of irritation and annoyance to taxpayers.

c. THE BOARD VOTED to approve efforts to secure a grant from the General Education Board for the purpose of constructing a small genetics laboratory at the University.

d. THE BOARD VOTED to appoint a committee composed of the President, the Comptroller, Mr. George Hollister of the Board, and Mr. Sherman Hollister of the University faculty, to survey the need of the University community for a business area, to decide upon the best location of such an area, and the details of such a development in order to best protect the interests of the University and the State of Connecticut.

e. THE BOARD VOTED not to approve additions to the staff in any department for the purpose of securing greater effectiveness in departmental service if the same result can be secured through replacement of ineffective staff members.

f. IT WAS VOTED to approve the following fee schedules:

<u>1940-1941</u>	
General Fund	\$65.00
Athletic & Intramural	25.00
Dining Hall	30.00
Health & Infirmary	5.00
Breakage	20.00
Freshman	2.00
Military Uniform	3.20
Student Activities (voted by students)	9.50
Sub-total	<u>\$159.70</u>
Board	\$190.00
Room rent	60.00 to \$120.00
Books	50.00
Incidentals	<u>50.00 to \$150.00</u>
Sub-total	<u>\$350.00 to \$510.00</u>
Grant total	\$509.70 to \$669.70

<u>SUMMER 1940</u>			
<u>Class I</u>		<u>Class II</u>	
<u>Room without Bedding</u>		<u>Room with Bedding &amp; Service</u>	
1 night	.50	1 night	\$1.00
2 nights	.75	2 nights	1.75
3 nights	\$1.00	3 nights	2.50
4 nights	1.25	4 nights	3.25
5 nights	1.50	5 nights	4.00
6 nights	1.75	6 nights	4.75
7 nights	2.00	7 nights	5.50

Weekly charges for room and board

Room and Board		\$11.80
Room with bedding, service and board		15.30
Breakfast	\$0.40	
Dinner	.50	
Supper	.50	
	<u>\$1.40</u>	

SUMMER SESSION

Fees	\$39.00	
Room	13.00	
Board	<u>38.00*</u>	to <u>\$48.00**</u>
Sub-total	\$90.00	to \$100.00
Books & Incidentals	<u>6.00</u>	to <u>12.00</u>
Grand total	\$96.00	to \$112.00

\*This figure does not include meals at Dining Hall on Saturdays and Sundays.

\*\*This figure includes meals at Dining Hall for full summer session period of six weeks.

g. The President discussed participation in Polish and Finnish Relief. THE BOARD VOTED to approve the position taken by the President which is briefly stated as follows:

"The University has been urged to take part in both Polish and Finnish Relief drives. It is the judgment of the administration that the University as a public agency should not officially participate in relief drives for the benefit of either the Polish or Finnish people, that students or faculty members desiring to express their sympathy for these unfortunate people do so by making their contributions through several private agencies that are engaged in these relief programs."

h. THE BOARD VOTED to approve the tenant at will agreement and authorized the University Comptroller to sign said agreement, this agreement to continue the use of space in the basement of Beach Hall by the Post Office authorities.

i. THE BOARD VOTED to approve the plan presented by the President for the internal reorganization of the University.



### Reorganization

The University to comprise the following:

1. The Graduate School (Master's degree)
2. The College of Liberal Arts and Sciences
3. The College of Agriculture (including Forestry, Wildlife and Game Management)
 

Storrs Agricultural Experiment Station  
Agricultural Extension Service
4. The School of Business (including Secretarial Studies)
 

Bureau of Business Research and Service
5. The School of Engineering
 

Engineering Experiment Station  
Cooperative Training for Industry
6. The School of Education
 

Bureau of Educational Research and Service
7. The School of Home Economics
 

Home Economics Experiment Station

The Divisions of:

1. Library
2. The Reserve Officers Training Corps
3. Publications
4. Health Service
5. Summer Session, University Extension and Education by Radio
6. Physical Education
7. Student Personnel

### Administrative Organization

The Administration of the University is determined in part by legislative enactment, in part by the laws and by-laws of the Board of Trustees, and in part by regulations made by the President and the several faculties.

The governing board, known as the Board of Trustees, appoints the President, determines the general policy of the University; makes laws for its government; approves curricula; and the expenditure of all University funds. The functions of the Board of Trustees are defined in the Laws and By-laws of the Board:

"The functions of the Board of Trustees are legislative and not executive. The Board shall determine the general policy of the College; make laws for its government; approve curricula; and direct the expenditure of its funds."

In the Laws and By-laws of the Board the responsibilities of the President are defined as follows:

"The President of the University is the executive and administrative officer of the Board. In this capacity he is responsible for enforcing all policies and regulations adopted by the Board of Trustees for the operation of the college (University) and is given authority requisite to that end."

By University regulation the President is Chairman of the University Senate and of the faculties of the several schools and colleges.

The University Senate consists of the President, the Dean's Council, and not more than thirty six elective members to be chosen in a general election, from the faculties of the several schools and colleges. The University Senate concerns itself with policy in so far as it pertains, in a general way, to the educational program of the institution. Examples of such matters are: the University calendar, minimum entrance requirements, minimum standards of scholarship, and minimum requirements for degrees.

The Board of Trustees will without doubt welcome through the President the judgment of the University Senate regarding matters of policy, which if adopted would affect the educational program of the University. It is within the province of the University Senate to react to and to suggest to the President, and through the President to the Board of Trustees, new services, new policies or changes in existing policies.

Each College or School has its own faculty, consisting of the President, the Dean of the University, the Dean of the School or College and all professors, associate professors, assistant professors, and instructors giving work in the school, and others who are selected to serve as associates and consultants. This regulation does not apply to the Graduate School. The Dean of each school and college is its executive officer.

Each Department Faculty consists of all members of its professional staff; this faculty, under the direction of the chairman or head, is responsible for developing a departmental program of work designed to meet the needs of the students in the various schools and colleges.

Each Division is administered by an executive officer and is responsible through the Dean of the University to the President. Each executive officer will have an advisory committee.

The Dean's Council (University Dean) consists of the Dean of the University, the Deans of the various schools and colleges, the Personnel Director, and the Director of the Summer Session and University Extension. It serves as an advisory body to the Dean of the University in all matters pertaining to the integration and coordination of the educational program of the University.

The President's Cabinet serves as an advisory body to the President and is chosen by him.

The departments of the University will remain intact. In them the real educational work of the institution is carried on. Their primary function is instructional, and they are organized in terms of subject matter areas. Departments should recognize cross relationships in subject matter and planning. They are not mutually exclusive. The retention of departmental organizations, however, should insure the attention of small groups under the leadership of chairmen or heads, to the problem of program and teaching in specific areas, to the end of suiting the work of the departments to the needs of students preparing for or in various Schools and Colleges.

For purposes of simplicity, all departments, with the exception of Engineering, Education, and Home Economics, have been assigned to the College of Agriculture or the College of Arts and Sciences. The three technical departments of Engineering, Education, and Home Economics have been assigned to the Schools of Engineering, Education, and Home Economics respectively, the faculties of these schools to be augmented by persons drawn from the staffs of closely related departments in the University. With the exception of Education, all Schools and Colleges are thought of as administering a four-year program. Registration in the School of Education will take place at the end of the sophomore year. Experience may demonstrate the desirability of having all students remain members of the College of Arts and Sciences until the end of the sophomore year at which time they will transfer to the School or College whose work is most directly in line with their vocational intentions.

### College of Agriculture

#### Departments

All agricultural departments to be considered as units.  
Eventually all three divisions to be housed by subject matter departments.

- Agricultural Economics and Farm Management
- Agricultural Engineering
- Agronomy
- Animal Diseases
- Animal Husbandry
- Club Work, 4-H Clubs
- County Agricultural Agents
- Dairy Industry
- Farm
- Forestry and Wildlife
- Genetics
- Home Demonstration
- Horticulture
  - Floriculture
  - Landscape Gardening
  - Pomology
  - Vegetable Gardening
- Poultry Husbandry
- Sociology (Purnell)

College of Arts and SciencesDepartments

Bacteriology  
Botany  
Chemistry  
Economics  
English  
    Composition  
    Literature  
    Speech  
    Dramatics  
Foreign Languages  
    French  
    German  
    Italian  
    Spanish  
Geography  
History  
Mathematics  
Military Science and Tactics  
Music  
Philosophy  
Physical Education  
Physics  
Psychology  
Sociology  
    General Sociology  
    Social Work  
    Rural Sociology  
Zoology  
    General  
    Genetics  
    Entomology  
Religious Education (non-credit)

Officers of Administration

## The University

President of the University  
Dean of the University  
University Comptroller  
Director of Student Personnel  
University Registrar  
Dean of Men  
Dean of Women

### The Schools

Dean of the Graduate School  
Dean of the College of Arts and Sciences  
Dean of the College of Agriculture  
    Vice Dean, in charge of Resident Teaching  
    Vice Director, in charge of Agricultural Extension  
    Vice Director, in charge of Storrs Agricultural Experiment  
    Station  
Dean of the School of Engineering  
Dean of the School of Education  
Dean of the School of Home Economics  
Dean of the School of Business

### The Divisions

Director of Student Personnel  
University Librarian  
Professor of Military Science and Tactics  
University Physician  
Director of Physical Education and Athletics  
Director of Publications  
Director of Summer Session, University Extension and Radio  
    Education