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MINUTES OF THE ADJOURNED TRUSTEES'
MEETING OF JANUARY 13, 1960

THE UNIVERSITY OF CONNECTICUT
BOARD OF TRUSTEES
held in Storrs, January 26, 1960

1. The minutes of the meeting of January 13, 1960 were approved with one correction as follows:

Page 2701, Item 10 (4): "Beginning July 1, 1959, administrative overhead costs for the Division of University Extension amounting to about \$30,000 (not \$60,000) annually were transferred from the General Fund to 6.12...."

2. THE BOARD VOTED to approve the following changes in the By-Laws, these proposed changes having been carried over from the previous meeting in accordance with Article XI, Section 2, requiring that amendments should be submitted in writing at a previous meeting and furnished each member at the beginning of such meeting:

- (1) Article V, Section 3, amended to read as follows:

"The Board shall appoint a Finance Committee consisting of at least four members. The Finance Committee, subject to the control of the Board, shall have the care and charge of the investment of University funds, and no investment of funds, sale, transfer, or conveyance of any of the investments of the University shall be made unless approved by a vote of the Board upon recommendation of the Finance Committee. The Finance Committee, subject to the approval of the Board, shall have the power to direct the sale, transfer, and

2. Continued

conveyance of any stocks, bonds, or other securities owned by the University. The comptroller or person acting in that capacity shall be empowered to execute for the University such sale, transfer, or conveyance as is voted by the Board."

(2) Article IX, Section g, amended to read as follows:

"To endorse warrants, rights, stock certificates, stock powers of attorney, and checks, in the name and on behalf of the Board of Trustees and give full discharge for same."

3. The Finance Committee of the Board of Trustees recommended to the Board of Trustees that the salary schedule for professional staff members be approved in accordance with the new schedule distributed to the Trustees prior to the previous meeting of the Board.

THE BOARD VOTED approval of the Committee's recommendation.

4. The President reported to the Board of Trustees that Mr. John M. Evans of Indiana University has indicated a willingness to accept the position of fiscal Vice President and Director of Institutional Research at an annual salary of \$14,640. Mr. Evans indicated that he would be willing to report to the University on or soon after April 1, 1960.

THE BOARD VOTED approval of the appointment of Mr. Evans with the title and salary indicated.

THE BOARD FURTHER VOTED to instruct the President to forward the appropriate forms to Hartford calling for the establishment of the new position in the professional service of Vice President.

THE BOARD ALSO VOTED to approve the recommendation of the President that the house now assigned to the Alumni Association be made available to Mr. Evans and his family; and that the Alumni Association offices be moved to Storrs Hall with adequate space being assigned to the Alumni Association for that office.

5. The Trustees spent considerable time discussing the necessity for increasing fees in order to meet annual bond amortization and interest obligations as well as the increased costs of

5. Continued

maintaining and operating auxiliary services facilities. It was clearly indicated that Governor Ribicoff still opposes an increase in the University general fee. The point was made that in all probability the failure to increase the general fee might result in the General Assembly doing so which would remove from the Board of Trustees the present responsibility for determining the fee and its allocation. It would be unfortunate for the General Assembly to determine the fee and to determine the use of the fee income. It was also indicated that there was a real possibility that if the Legislature took over the responsibility for determining the fee, the income would go into the General Fund and the funds would not be available to the University.

Because of the Governor's opposition to an increase in fee, the following adjustments in University income were approved:

- (1) Application Fee - increased from \$5.00 to \$10.00. This change in the Application Fee would not be effective until 1961 (September admissions). The amount of funds anticipated would be approximately \$40,000.00.
- (2) An increase in dormitory rents to average \$10.00 per semester or \$20.00 per year, the new dormitory rates to be effective in September of 1960. The change in dormitory rates is estimated to produce \$116,000.00.
- (3) A change in dormitory refunds effective for the college year beginning in September of 1960 - no dormitory refunds to be made after September 1 and January 15. This change in dormitory refunds will produce approximately \$30,000.00.
- (4) A change in the schedule of refunds on advanced fee payments. This change would be effective with the college year beginning in September of 1960. The new policy provides that students who withdraw on or before August 1 and January 1 will have one-half of the advanced fee payment refunded, or \$25.00 of the \$50.00 advanced fee payment.

Students withdrawing after college opens will have 40% of the University fee refunded within one week; 30%, two weeks; and 20%, three weeks.

These two changes will produce approximately \$30,000.00.

5. Continued

- (5) Summer Session dormitory rates are to be increased from \$6.00 to \$8.00 per week beginning with the Summer Session of 1960. This change will produce approximately \$9,600.00.

An increase of approximately 500 students is anticipated for the fall semester beginning in September of 1960. This will result in additional income based on general fees of \$75,000.00. Additional net dormitory income would produce approximately \$15,000.00.

The total of increased income indicated will be about \$315,000.00.

The President pointed out, however, that no funds are available for providing bedroom equipment in the new dormitories to be opened in September of 1960 to take care of the anticipated enrollment increase indicated above. It will be necessary later for the Board to request approval to spend approximately \$100,000.00 of the anticipated increase in income to furnish these dormitory rooms.

The President also advised the Board that it will be necessary to provide additional instructors to take care of the increased enrollments. The General Assembly, in 1959, authorized twenty new instructors to take care of this increase. The money so authorized must be made available for this purpose.

The President advised the Board that the State Budget Department has put the University "on notice" that the University must return \$250,000.00 to the General Fund during 1960-61, or \$150,000.00 more than was returned for the current year. The additional \$150,000.00 will eliminate the new instructors and the janitors necessary to maintain the new Life Sciences building to be opened in September of 1960. The Trustees requested that Mr. Trail provide certain information to assist the Board in reviewing this matter with the fiscal authorities of the State.

6. The President presented a communication from the Council for Financial Aid to Education, Inc. announcing the availability of a "motion picture film designed to win more friends and get more dollars for more colleges" at \$75.00 each.

THE BOARD VOTED not to purchase this film at this time.

7. According to the Louise Crombie Beach Memorial Foundation, the University comptroller is designated as one member of three to manage the Foundation.

THE BOARD VOTED to designate John M. Trail to serve on this committee as Acting Comptroller.

8. The President advised the Trustees that the State Budget Department has been withholding approval of authorized positions, some for as long as four months, even though the Commissioner of Finance several months ago agreed that these positions should be released.

A letter was received from Budget Director Schuckman on the day of the Trustees' meeting which was in response to his communication to Mr. Schuckman on November 5, 1959. Mr. Trail was instructed to review the communication from Mr. Schuckman and to advise the Finance Committee of the Board if the conditions set forth could not be met without further affecting the quality of the University's teaching program.

9. The President and Commissioner Sanders recommended to the Board the adoption of a plan for providing elementary teacher training at the University. The Liaison Committee of the State Board of Education and the Board of Trustees, in the printed report to the Legislature in 1957, indicated that this matter should be studied. The Liaison Committee requested President Smith of the Willimantic Teachers College and Dean Brammell of the University School of Education to prepare a cooperative plan for the training of elementary school teachers at the University. The Liaison Committee indicated that if the joint statement of program was acceptable to the President and to Commissioner Sanders, it should then be presented to each Board for adoption. The purposes of the program are: (1) to enable selected University of Connecticut undergraduates to prepare for the career of elementary school teacher, and (2) to offer a pattern of undergraduate courses in both general and professional education which, when successfully completed, will qualify students for the Provisional Elementary Certificate, either K-III or I-VIII, issued by the State Department of Education.

The general features of the program are:

- (1) The program will require a broad background in general education so that students completing the work will have more than the seventy-five semester hours of credit in those areas outlined in State requirements for the Provisional Elementary Certificate.
- (2) The pattern of undergraduate courses in professional education will meet the semester hours of credit in areas outlined for State certification.
- (3) The courses will be credited towards degree requirements at the University of Connecticut.

9. Continued

- (4) The University will conduct all the courses in the program except as follows. The State College will be responsible for the staffing of and for instruction in the following courses to be taken by University students in a single semester in the senior year:

Ed. 216W - Curriculum and Teaching of Arithmetic,
3 semester hours,

Ed. 217W - Curriculum and Teaching of Language
Arts, 3 semester hours.

Ed. 218W - Curriculum and Teaching of Science and
Social Studies, 4 semester hours.

Ed. 277W - Directed Student Teaching: Elementary,
6 semester hours.

- (5) Professional courses required for State certification will be scheduled during the junior and senior years. Students qualifying for certification will be endorsed by the University.
- (6) Facilities of both institutions will be available and utilized. Student teaching will be conducted in the Willimantic State College Laboratory School and in neighboring elementary schools as may be required. Courses coordinate with student teaching will be organized on the University campus and may be re-scheduled as necessary to link observation and resources in elementary schools and in the State College Laboratory School with University class work.
- (7) The State College will follow its regular practice in compensating teachers in the public schools who supervise student teachers from the University.

THE BOARD VOTED to approve the cooperative program as endorsed by Commissioner Sanders and President Jorgensen.

10. The President presented to the Trustees a communication from Peter L. Berger, Director of The Hartford Seminary Foundation and from Dean Harleigh B. Trecker of the University's School of Social Work. The letters had to do with the form for a certificate issued by the Hartford Seminary Foundation for those students who have completed required work in the University's School of Social Work which is counted back by the Hartford Seminary Foundation toward a certificate issued by that institution. This certificate is necessary because of the "time

10. Continued

lag" between the University of Connecticut's commencement and the commencement date of the Hartford Seminary Foundation.

THE BOARD VOTED to approve the form of the certificate.

11. The President advised the Trustees that it was necessary for him to address a communication to Mr. Schuckman, State Budget Director, about delays which interfere with the orderly conduct of research financed from special research grants. The President reported that a reply was being prepared in the State Budget and State Purchasing Departments which, it is hoped, will improve the situation. The President will report to the Board at a later meeting if the problem has been resolved.
12. The President presented to the Trustees correspondence to and from George J. Walker, State Personnel Director, having to do with merit increases for Messrs. Trail, Austin, Halloran, and Kelleher. A one step merit increase for each of these employees for the remainder of the current fiscal year would have amounted to a total of \$535.00. The President was notified that the increases requested were denied and a reply to a second request also denied the increases. The Trustees indicated that after the new fiscal Vice President assumes his duties, it may be possible to work out a plan for recognizing the services of these employees.
13. The President reported on the status of the Stamford Branch Drive. To date over \$400,000.00 has been contributed by individuals and corporations in the greater Stamford area. In addition, \$420,000.00 of State money is available and the City has donated a campus site valued at approximately \$250,000.00. Plans and specifications for the Stamford Branch building are about completed and construction will begin as soon as the drive has been completed.
14. The President advised the Trustees that the following additional National Defense Graduate Fellowships have been awarded to the University of Connecticut:

English	5
Romance Languages	6
International Relations	3
Sociology	4
	<u>18</u>

(This makes a total of 34.)

15. The President reported on the purchase of the Fitts, Walker, and Nutmeg properties. The State Commissioner of Finance and Control is convinced that these properties should be secured by and for the University, and has instructed the State Public Works Commissioner to secure appraisals on these properties.
16. The President reported on the request made to the State Commissioner of Finance and Control for the early remodeling of the University Museum and Educational Television areas in the University Auditorium. Detailed information has been forwarded to Commissioner Conkling and, apparently, the matter is being reviewed by the Commissioner's Office and the Department of Public Works.
17. The President discussed with the Board of Trustees a request from the State Employees Retirement Commission for information to support the requests of Carl F. Fischer, Associate Professor of Physical Education, and William P. Snavely, Associate Professor of Economics, for the opportunity to purchase retirement credit for time spent abroad on leave without pay. The information requested is in accordance with a recent Act of the Legislature and calls for information of the employer similar to the information provided by the employer for members of the classified service who request the opportunity to purchase retirement credit when on leave.

THE BOARD VOTED to instruct the University's Personnel Office to provide the Retirement Commission with the information requested.

18. Proposed letter to Commissioner Conkling in reply to the Governor's letter of November 2, 1959.

The President was requested to shorten his reply to the above letter and confine the reply to two matters, namely, teaching loads, the addition of professional staff and the relationship of these to the qualitative dimension of the University's teaching program.

19. The President advised the Board that a recent resolution adopted by the Faculty Senate Committee regarding "quality" and the establishment of a Faculty Advisory Council had not yet been received.

It was the sense of the meeting that no reply should be given to the resolution adopted by the faculty of Arts and Sciences limiting enrollments in 1960 and reverting to student-teacher ratios of 1958-59; and that the resolution of the Faculty Senate regarding a trustee-administration-faculty committee be considered after the Faculty Advisory Council resolution had been received and studied.

20. The President presented a statement covering enrollment predictions for 1960.

21. The Trustees adjourned the meeting and met with the four top administrative heads of the College of Agriculture in the conference room in the College of Agriculture building. Messrs. Young, Spielman, Mann and Hansen presented brief papers which were followed by a discussion. This discussion was both interesting and helpful. Much of the subject matter in the presentations was contained in the material forwarded to the Board in bound form several weeks ago.

Mr. Budds expressed appreciation to the members of the administrative staff in Agriculture for their thoughtful presentations and their participation in the discussion which followed.

Respectfully submitted,

By
A. N. JORGENSEN

For
J. RAY RYAN,
Secretary