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Minutes, June 24, 1942

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MINUTES OF THE MEETING
OF THE
BOARD OF TRUSTEES
OF
THE UNIVERSITY OF CONNECTICUT
held in Hartford, June 24, 1942

Present: Mr. Spencer Mr. Fox
 Mr. Hollister Mr. McDonough
 Mr. Hook Mr. Jorgensen
 Mr. King Mrs. Dadourian

1. THE BOARD VOTED to approve the minutes of the meeting of April 15, 1942.
2. THE BOARD VOTED to accept the following resignations:
 - (1) Allan K. Booth, Assistant Professor of Civil Engineering, August 31, 1942.
 - (2) Wilson J. Dobson, Instructor in Mechanical Engineering, August 31, 1942.
 - (3) Paul A. Walker, Assistant Professor of Zoology, September 15, 1942.
 - (4) Walter Hirsch, Graduate Assistant in Sociology, April 3, 1942.
 - (5) Ivan Fuqua, Instructor in Physical Education, April 1, 1942.
 - (6) John Y. Squires, Instructor in Physical Education, April 1, 1942.
 - (7) Karl Seeger, Assistant Instructor in Animal Diseases, May 3, 1942.
 - (8) Carl Peter Chosek, Graduate Assistant in Economics, May 1, 1942.
 - (9) Frank Niederwerfer, County Club Agent, June 1, 1942.
 - (10) Anthony J. Rojko, Graduate Assistant in Economics, May 21, 1942.
 - (11) John C. Honey, Instructor in History, July 1, 1942.
 - (12) Richard Wargo, Assistant Instructor in Physical Education, July 15, 1942.
3. THE BOARD VOTED to approve the following appointments:
 - (1) James Roger Spriggs, Graduate Assistant in Economics, \$60 per month for nine months, effective September 16, 1942. Replacing Carl P. Chosek.
 - (2) Stanley Raymond Maslowski, Graduate Assistant in Economics, \$60 per month for nine months, effective September 16, 1942. Replacing Paul R. Nichols.
 - (3) Paul N. Taylor, Instructor in Economics, annual salary \$2280, effective September 16, 1942. New position.
 - (4) Ruth Parcells, Assistant Instructor in Animal Diseases, annual salary \$1200, effective May 16, 1942. Replacing Eunice Beard.
 - (5) Barbara M. F. Palmer, Associate County Club Agent, salary \$1500, effective April 20, 1942. Replacing Marjorie F. Marion.
 - (6) James R. Pond, Instructor in Civil Engineering, salary \$200 per month, effective May 18, 1942-June 15, 1942.
 - (7) H. N. Adams, Assistant in Engineering (surveying course), \$100 per month, effective May 18, 1942-June 15, 1942.
 - (8) Thomas R. Robinson, Instructor in Pharmaceutical Jurisprudence, \$225 for three semesters, effective June 8, 1942. Replacing Robert H. Alcorn.
 - (9) C. Albert Kind, Instructor in Chemistry, annual salary \$2640, effective September 16, 1942-September 15, 1943. Replacing Wendell B. Cook.

- (10) John T. Merrill, Assistant College Editor, annual salary \$2760, effective July 1, 1942-June 30, 1943.
- (11) Clarence Miller, Instructor in Agricultural Economics, salary \$1800 effective May 1, 1942-June 30, 1942; \$2400 effective July 1, 1942-June 30, 1943. Special milk marketing project.
- (12) William F. Henry, Instructor in Agricultural Economics, annual salary \$1800 effective May 1, 1942-June 30, 1942; \$2400, effective July 1, 1942-June 30, 1943. Special milk marketing project.
- (13) Stanley K. Seaver, Instructor in Agricultural Economics, annual salary \$2400, effective July 1, 1942-June 30, 1943. Special milk marketing project.
- (14) David A. Clarke, Jr., Instructor in Agricultural Economics, annual salary \$2400, effective July 1, 1942-June 30, 1943. Special milk marketing project.
- (15) Allen G. Smith, Field Assistant (College Instructor) \$150 per month effective May 15, 1942-September 15, 1942.
- (16) Edward V. Gant, Assistant Professor of Civil Engineering, annual salary \$2760, effective September 1, 1942. Replacing A. K. Booth.
- (17) Stephanie Letitia, Assistant Instructor in Physical Education, salary \$1440, effective September 16, 1942.
- (18) Rebecca Gifford, Instructor in Animal Diseases, salary \$2040, effective June 1, 1942. Replacing Karl Seeger.
- (19) Donald G. Whittredge, Graduate Assistant in Psychology, salary \$60 per month for nine months, effective September 16, 1942. Replacing Frank Harris.
- (20) Raymond Andrews, Graduate Assistant in Chemistry, \$60 per month effective July 1, 1942. Replacing James J. Sanderson.
- (21) Paul H. Nelson, Assistant Professor of Electrical Engineering, annual salary \$2760, effective September 1, 1942. Replacing Victor S. Carson.
- (22) Alois M. Nagler, Instructor in German, (Pharmacy College) salary \$390 effective June 1, 1942-January 31, 1943. Replacing Henry M. Nodelman.
- (23) William J. Strange, Instructor in Mathematics, (Pharmacy College) salary \$390 effective June 1, 1942-January 31, 1943.
- (24) Nelson Marshall, Instructor in Zoology, annual salary \$2280, effective September 16, 1942. Replacing Paul A. Walker.
- (25) Marion J. Stevenson, Instructor in Animal Diseases, annual salary \$700, effective July 1, 1942. Replacing Jacob Levine.
- (26) Eugene N. Bilenker, Graduate Assistant in Dairy, salary \$60 per month, effective June 1, 1942. Replacing Harry W. Seeley.
- (27) George R. Grantham, Instructor in Civil Engineering, salary \$2400, effective September 1, 1942. Replacing Richard King.
- (28) Dorothy Shepard, Assistant Instructor in Animal Diseases, annual salary \$1200, effective July 1, 1942. Replacing Miriam Wheeler.
- (29) Stanley H. Wiggin, date of appointment September 1, 1942 instead of April 1, 1942. Graduate Assistant in Dairy, \$60 per month. (Appointment approved at meeting of March 18, 1942.)
- (30) Carolyn L. Widmer, Director of the School of Nursing, annual salary \$3600, effective August 1, 1942. New position.
- (31) Mary Lou Starr, Graduate Assistant in History, \$60 per month, effective September 16, 1942-June 15, 1943. Replacing James Eldridge.
- (32) Earl G. Svendsen, Assistant Professor of Physical Education, annual salary \$2880, effective September 1, 1942. Replacing Ivan Fuqua.
- (33) Bradford D. Crossmon, Research Assistant, \$125 per month, effective July 1, 1942-September 30, 1942; Instructor in Farm Management, annual salary \$3000, effective October 1, 1942-June 30, 1943. Replacing Wesley Hansen.

- (34) J. Garland Waggoner, Counsellor in Religious Education.
- (35) James J. O'Brien, Counsellor in Religious Education.
- (36) Maurice L. Zigmund, Counsellor in Religious Education.

4. The President discussed with the Board the attitude of the State Personnel Department with respect to the administration of the professional service at the University. The President pointed out that under the Merit Law the professional staff of the University is exempt. In the opinion of the Personnel Department, members of the professional staff should be subject to all regulations applying to other State employees. This would mean that questions of sabbatic leave, sick leave, military leave, etc. would come under the jurisdiction of the Personnel Department. It may be necessary later to have the Board's responsibilities and authorities clarified, if necessary by the Legislature.

THE BOARD VOTED to approve military leave for the following:

- (1) L. J. Bilon, Assistant Instructor in Floriculture
- (2) Robert H. Alcorn, Instructor in Pharmaceutical Jurisprudence and Ethics
- (3) Floyd Callward, Associate Professor of Forestry.

THE BOARD VOTED to grant a leave of absence of one year to W. N. Leonard, Assistant Professor of Economics, who is going into the Transportation Division of the War Production Board, this leave to be without pay, effective September 16, 1942-September 15, 1943.

5. THE BOARD VOTED to approve the following salary increases, effective October 1, 1942:

<u>Name</u>	<u>Date last increase</u>	<u>Present Salary</u>	<u>Rec. Increase</u>	<u>Minimum for Rank</u>
Arjona, H.	10/1/41	\$2880	\$120	\$3000
Barnett, J. H.	1/1/41	2760	240	3000
Belding, H. S.	10/1/41	2400	240	3000
Broucek, J.	10/1/41	1500	120	1800
Brown, Joseph	9/15/37	2520	120	
Burrows, E. G.	10/1/41	2520	120	
Bushnell, R. G.	10/1/39*	2760	120	
Bousfield, W. A.	10/1/41	3120	120	
Carter, W. H. Jr.	10/1/41	3360	120	3600
Clark, W. R.	9/15/39*	2040	120	
DeCoursey, R. L.	10/1/39	3840	120	
Dorwart, R.	10/1/41	2640	240	3000
McLean, P.	9/16/41	2040	120	
Emerson, J. V.	9/15/41*	2040	120	
Ferguson, L.	10/1/41	2160	120	2400
Gruhn, W. T.	9/16/40*	3000	120	
Hagen, W.	9/16/41*	2400	240	
Hanson, K. P.	9/16/40*	4000	140	
Hargreaves, Thomas	9/15/40	2400	120	
Hunter, H. W.	9/15/39	2520	480	
Leahy, Dorothy	9/1/39*	2760	120	
Leonard, W. N.	10/1/41	2280	120	2400
MacKay, D. C. G.	10/1/38	2520	120	
McReynolds, G. E.	10/1/40	2880	120	3000
McPeck, J. A. S.	10/1/41	2880	120	3000
Montgomery, J. C.	9/16/41*	2040	120	

<u>Name</u>	<u>Date last</u> <u>Increase</u>	<u>Present</u> <u>Salary</u>	<u>Rec.</u> <u>Increase</u>	<u>Minimum for</u> <u>Rank</u>
Mote, F. A.	9/16/41	\$2040	\$120	\$2400
Putnam, Paul L.	10/1/33	3720	60	
Saul, G. B.	10/1/41	3480	60	3600
Walker, Eric	9/16/40*	3540	180	
Warnock, R.	10/1/41	2760	120	3000
Burns, P.	9/16/41*	1500	300	
Lomax, W.	1/1/42	2640	120	3000
Nordling, C. A.	9/16/41*	2040	120	
*Date of appointment				
Sobon, M. M.	Effective July 1, 1942	1200	240	
	10/15/41*			

COLLEGE OF PHARMACY

	<u>Present</u> <u>Salary</u>	<u>Rec.</u> <u>Increase</u>	<u>New Annual</u> <u>Salary</u>
Bacchiocchi, Bruno	\$840	\$120	\$960
Potrepka, C.	840	120	960
Fenney, N. W.	2280	240	2400
White, W. F.	2040	240	2280
Williams, Walter R.	2040	240	2280

SUMMER WORK

Leslie B. Barrett	\$150	Henry S. Johnson	\$140
B. Bacchiocchi	160	Augustus A. Maier	150
Horace J. Fuller	150	Chester A. Potrepka	260
Nicholas W. Fenney	150	Wallace F. White	150
Josephine Izzo	60	Walter R. Williams	150

PART-TIME STAFF

Thomas Robinson	\$225	Alois Nagler	\$390
C. C. Bishop	130	Richmond Rudden	450
H. M. Budowe	1040	William J. Strange	390
Grace Mooney	390		

The President informed the trustees that it will be necessary to raise the salaries of clerical and stenographic staff at least up to the new minimums. This will require approximately \$2300. The President also reported that salary increases have been granted to a number of classified workers, these increases to be effective July 1, 1942, and these increases totalling about \$2500. The President also stated that the rates for Dining Hall employees, janitorial staff have been increased so far as is possible. Funds for these latter increases come out of the University revolving fund. The adjustment for clerical staff and other classified workers and those approved at this meeting will total approximately \$11,000. Funds are not available in the budget allotments as established.

THE BOARD VOTED to instruct the President to adjust budget allotments to take care of these necessary salary adjustments. The President was authorized to use such funds as have been assigned to colleges, schools, divisions and departments which are at present unallotted and also to use funds which may be saved through not filling vacancies in the less critical non-science departments. The President was also authorized to request the Governor to transfer funds from the capital outlay account

to the personal services account in sufficient amount to assist in making these necessary salary adjustments.

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

- (1) Josephine A. Rogers from Assistant Professor to Associate Professor, effective July 1, 1942.
- (2) Elsie Paulson from Instructor to Assistant Professor, July 1, 1942.
- (3) Ernest R. Kline, from Assistant Professor to Associate Professor, July 1, 1942.
- (4) Marion Washburn from Dormitory Housemother to College Instructor (Resident Counsellor), July 1, 1942. Assistant
- (5) Alice S. Davis from Dormitory Housemother to College Instructor (Resident Counsellor), July 1, 1942.
- (6) John A. Perkins from Associate County Club Agent to County Club Agent, effective April 16, 1942. Salary from \$1600 to \$1700.
- (7) Owen S. Trask from Assistant College Instructor to Acting County Club Agent, effective May 16, 1942-May 31, 1942. To County Club Agent, salary \$1800, effective June 1, 1942. Replacing Frank Niederwerfer.
- (8) Manning V. Malmstrom from Graduate Assistant to Laboratory Assistant, salary \$100 per month, effective May 15, 1942.
- (9) Gottfried Graf, from Dairy Supervisor to Instructor in Dairy, effective July 1, 1942. Salary from \$2040 to \$2400.
- (10) George B. Saul from Associate Professor to Professor, July 1, 1942.
- (11) Paul L. Putnam, from Associate Professor to Professor, July 1, 1942.
- (12) Theodor Siegel from Assistant Professor to Associate Professor, July 1, 1942.

7. The President presented to the Trustees a letter from the Executive Committee of Chapter 20 Connecticut State Employees Association.
THE BOARD VOTED to accept this letter and place it on file.

8. THE BOARD VOTED to exempt Charles L. Hubbard from Military Science and Physical Education requirements.

9. The President discussed with the Trustees the waiving of tuition fees in the summer session for teachers cooperating in the supervision of University of Connecticut practice teachers.

THE BOARD VOTED to approve the policy as outlined in the following letter:

School of Education
Office of the Dean

March 28, 1942

Dear Colleague:

The School of Education in the University of Connecticut, in cooperation with the Summer Session and approved by the University administration, wishes to announce the following policy, effective at once:

1. Any school system in Connecticut is entitled to waivers of tuition fees in the University of Connecticut Summer Session for members of its professional staff equal in number to the number of practice teachers from the University who have practiced in that school system during the previous school year. Staff members may benefit under this plan only for the Summer Session immediately following the school year in which student teachers from the University were present in the school system.

2. A practice teacher must spend a minimum of four weeks in a school system in order for that system to benefit under this plan.
3. Benefit to individual staff members shall be equal to the number of semester hours credit taken in the Summer Session multiplied by the cost per credit. (The maximum number of credits usable in any summer is seven.)
4. The preferred order in which staff members in the school system shall have opportunity to participate in this plan is as follows:
 - a. The classroom teachers who have supervised the student teachers.
 - b. Other teachers in the department concerned.
 - c. Any other professional staff members in the school.
5. There shall be no restriction concerning the course work to be taken in the Summer Session by persons benefitting under this plan.
6. The Superintendent of Schools or supervising agent in the local school system shall supply to the Dean of the School of Education in the University, and prior to the beginning of the Summer Session, the names of persons from the school system who are to benefit under the plan for that summer. The Dean of the School of Education shall be responsible for initial action in this regard and shall supply to the schools forms on which the names of staff members can be listed.
7. This plan involves the University Summer Session only and does not involve any other part of the University's instructional program.
8. This plan involves only the work of the practice teachers in connection with the regularly organized courses in practice teaching, and does not include observation in the schools carried on at other times.
9. All school systems having practice teachers from the University during the present school year (1941-42) may benefit under this plan in the 1942 Summer Session. This plan is not retroactive beyond the present school year.

The above policy represents an effort on the part of the University to reciprocate "in kind", but only in part, for the excellent professional service rendered our students by the schools as they cooperate in the University's student teaching program.

Yours sincerely,

P. Roy Brannell,
Dean, School of Education

10. The President presented the report of the Faculty Tenure Committee. Time did not allow a complete discussion. Therefore

THE BOARD VOTED to table the tenure report for later consideration.

11. THE BOARD VOTED to adopt the following fee schedule for the year 1942-43:

Health Fee	\$5.00
Dining Hall Fee	50.00
Dormitory Fee	20.00
Athletic Fee	30.00
Transportation Fee	5.00
Student Personnel Fee	<u>15.00</u>
Total, per year	\$125.00

The President discussed with the Board the matter of surplus revolving fund earnings. It was decided that this matter should be discussed at a later meeting.

In connection with the new fee schedule the matter of Trustees' scholarships came up for some discussion. It was decided that this matter should be discussed at a later meeting.

12. THE BOARD VOTED to approve the appointment of Leonard C. Riccio as Custodian of Military Property, effective July 1, 1942.
13. The President reported on the retirement status of county workers. He reported that the Retirement Commission approved bringing the county extension workers under the retirement plan for State employees and that deductions are being made. The Attorney General ruled that county extension workers are State employees and therefore eligible for retirement under the State plan. Mr. Lewis W. Phelps, Commissioner of Finance, has been unwilling to date to include the names of county extension workers on the State roster. It would therefore appear that the retirement of county extension workers is somewhat uncertain. As soon as possible, the President will discuss this matter with the Governor and ask for a clarification.
14. The President reviewed the budget allotments for the year 1942-43. The allotments as given below were approved by the Board:

UNIVERSITY OF CONNECTICUT

BUDGET ALLOTMENTS FOR THE FISCAL YEAR 1941-1943

COMPARED WITH BUDGET ALLOTMENTS FOR FISCAL YEAR 1942-1943

	<u>1942-1943</u>	<u>1941-1942</u>
<u>Administration</u>		
State Appropriations		
Personal Services	\$ 55350.00	\$ 48430.00*
Contractual Services	5525.00	5360.00
Supplies and Materials	3725.00	3875.00
Revolving Fund	-	6180.00**
Total Administration	\$ 64600.00	\$ 63845.00
* Business Office: 1 Clerk		
1 Accountant		
Salary Increases		
**Duplication		
<u>Director of Student Personnel</u>		
State Appropriations		
Personal Services	\$ 26090.00	\$ 26150.00
Contractual Services	1785.00	1795.00
Supplies and Materials	3350.00	3370.00
Total	\$ 31225.00	\$ 31315.00
<u>The Graduate School</u>		
State Appropriations		
Personal Services	\$ 1300.00	\$ 2280.00*
Contractual Services	150.00	150.00
Supplies and Materials	125.00	125.00
Total	\$ 1575.00	\$ 2555.00
* Leave of Absence of Dean		
<u>The College of Arts & Sciences</u>		
State Appropriations		
Personal Services	\$174120.00	\$160798.00*
Contractual Services	3450.00	2862.00
Supplies and Materials	10170.00	10090.00
Morrill	54480.00	54480.00
Land Grant	-	4800.00**
Total	\$242220.00	\$233030.00
* Psychology: 1 Instructor		
Bacteriology: 1 Graduate Assistant		
Economics: 1 Graduate Assistant		
1 Instructor		
Music: 1 Stenographer II		
Philosophy: 1 Instructor		
** Not Used		
<u>The School of Business</u>		
State Appropriations		
Personal Services	\$ 20100.00	\$ 15600.00*
Contractual Services	450.00	200.00**
Supplies and Materials	320.00	150.00
Total	\$ 20870.00	\$ 15950.00
* $\frac{1}{2}$ - Accounting Instructor		
1 Marketing Instructor		
** Increase in Printing		

	<u>1942-1943</u>	<u>1941-1942</u>
<u>School of Education</u>		
State Appropriations		
Personal Services	\$ 37771.00	\$ 29180.00*
Contractual Services	5246.00	4895.00**
Supplies and Materials	<u>1340.00</u>	<u>1365.00</u>
Total	\$ 44357.00	\$ 35440.00
* $\frac{1}{2}$ New Instructor		
* $\frac{1}{2}$ New Instructor		
* Stenographer Gr. I		
Summer Session Fees for Observation Teachers		
**Additional rental equipment		
<u>School of Engineering</u>		
State Appropriations		
Personal Services	36902.49	35882.49*
Contractual Services	1405.00	1300.00
Supplies and Materials	2380.00	2100.00
Morrill	<u>16227.51</u>	<u>16227.51</u>
Total	\$ 56915.00	\$ 55510.00
* $\frac{1}{2}$ Stenographer Gr. I		
Salary increases		
<u>The School of Home Economics</u>		
State Appropriations		
Personal Services	\$ 22440.00	\$ 16085.00 *
Contractual Services	580.00	560.00
Supplies and Materials	1400.00	1400.00
Morrill	<u>6600.00</u>	<u>6600.00</u>
Total	\$ 31020.00	\$ 24645.00
* 1 Nutritionist		
1 Instructor		
Salary increases		
<u>The College of Pharmacy</u>		
Revolving Fund	\$ <u>60000.00</u>	\$ <u>60000.00</u>
	\$ 60000.00	\$ 60000.00
<u>Library</u>		
State Appropriations		
Personal Services	\$ 16005.00	\$ 15720.00*
Contractual Services	200.00	200.00
Supplies and Materials	<u>625.00</u>	<u>625.00</u>
	\$ 16830.00	\$ 16545.00
* Salary Increases		
<u>University Extension*</u>		
State Appropriations		
Personal Services	\$ 5500.00	\$ 9500.00**
Contractual Services	467.00	467.00
Supplies and Materials	325.00	325.00
National Defense	<u>9060.00</u>	<u>5580.00 ***</u>
*Does not include Revolving Fund	\$ 15352.00	\$ 15872.00
Activities: a. Apprentice Education		
b. Defense Training		
c. Summer Session		
d. University Extension		
(Approximately \$190000.00)		

** Reduction-Part-Time Instructor

*** Estimated

	<u>1942-1943</u>	<u>1941-1942</u>
<u>Military Science & Tactics</u>		
State Appropriations		
Personal Services	\$ 1500.00	\$ 1470.00
Contractual Services	140.00	125.00
Supplies and Materials	<u>330.00</u>	<u>330.00</u>
Total	1970.00	\$ 1925.00
 <u>Physical Education & Athletics*</u>		
State Appropriations		
Personal Services	\$ 9665.00	\$12440.00**
Contractual Services	260.00	220.00
Supplies and Materials	400.00	400.00
Revolving Fund	<u>18090.00</u>	<u>15015.00</u>
Total	\$28415.00	\$28075.00
* Does not include Intramural and Inter-Collegiate Athletic Budget		
Revolving Fund -Approximately \$30,000.00		
** Redistribution of salaries to Revolving Fund		
 <u>Publications</u>		
State Appropriations		
Personal Services	\$ 3440.00	\$ 3280.00*
Contractual Services	550.00	550.00
Supplies and Materials	<u>400.00</u>	<u>325.00**</u>
Total	\$ 4390.00	\$ 4155.00
 <u>Health Service</u>		
State Appropriations		
Personal Services	\$ 3169.00	\$ 3919.00*
Contractual Services	1395.00	1265.00**
Supplies and Materials	920.00	920.00
Revolving Fund	<u>6930.00</u>	<u>6180.00***</u>
Total	\$12414.00	\$12284.00
* Redistribution of salaries to Revolving Fund		
**Increase in x-Ray program		
*** Redistribution of salaries		

	<u>1942-1943</u>	<u>1941-1942</u>
<u>College of Agriculture</u>		
State Appropriations		
Personal Services	\$212947.00	\$213647.00*
Contractual Services	13907.00	13907.00
Supplies and Materials	<u>42205.00</u>	<u>39205.00**</u>
	\$269059.00	\$266759.00
Morrill	12200.00	12200.00
Smith-Lever	106885.40	106585.40***
Capper-Ketcham	24799.96	24799.96
Hatch	7500.00	7500.00
Adams	7500.00	7500.00
Bankhead-Jones	11253.66	11253.66
Purnell	30000.00	30000.00
Eastern States Farmers Exchange	3000.00	1250.00***
N. E. Epidemic Tremor	150.00	840.00****
Wirthmore Fellowship	1500.00	720.00***
Trumbull Fellowship	720.00	720.00
Creamery Revolving	50000.00	16960.00***
Dairy Testing -Revolving	5000.00	480.00***
Animal Disease(Bangs)	8000.00	5920.00***
Poultry Contest - Revolving	10500.00	8380.00***
Big Y. Foundation	5806.80	-
Two Year School of Agriculture	17675.00(A)	6853.75(B)
Special Milk Distribution Study	<u>11660.00(C)</u>	
	\$583209.82	\$508721.77

* Reduced to provide funds for Poultry Supplies

**Increase in Poultry Supplies

***Adjusted to Actual

****Discontinued 1942-43

(A)Does not include \$2325.00 Unallotted 1942-43

(B)Does not include \$3146.25 Unallotted 1941-42

(C)Special appropriation by Governor for Milk Transportation Study.

Operation & Maintenance of Plant

State Appropriations		
Personal Services	\$ 70360.00	\$ 66467.00*
Contractual Services	16500.00	15895.00
Supplies and Materials	45257.00	45177.00
Revolving Fund	<u>65556.00</u>	<u>27200.00**</u>
	\$197673.00	\$154739.00

* 1 New Patrolman and Salary Increases

** Difference included in general Revolving Fund in 1941.

Capital Outlay

State Appropriations		
Library Books	\$ 22000.00	\$ 22000.00
Laboratory Equipment (Teaching)	15000.00	22000.00*
Maintenance and Operation	<u>17305.00</u>	<u>48875.00*</u>
	\$ 54305.00	\$ 92875.00

* Reduction in amount of appropriation

	<u>1942-1943</u>	<u>1941-1942</u>
<u>BUDGET SUMMARY:</u>		
Administration	\$ 64,600.00	\$ 63,845.00
Director of Student Personnel	31,225.00	31,315.00
Health Service	12,414.00	12,284.00
Graduate School	1,575.00	2,555.00
College of Arts & Sciences	24,220.00	23,303.00
School of Business	20,870.00	15,950.00
School of Education	44,357.00	35,440.00
School of Engineering	56,915.00	55,510.00
School of Home Economics	31,020.00	24,645.00
Library	16,830.00	16,545.00
University of Extension	15,352.00	15,872.00
Military Science & Tactics	19,701.00	19,250.00
Physical Education & Athletics	28,415.00	28,075.00
Publications	4,390.00	4,155.00
College of Pharmacy	60,000.00	60,000.00
College of Agriculture	58,329.82	50,872.77
Operation and Maintenance of Plant	19,767.00	15,473.00
Capital Outlay	54,305.00	9,287.00
Self-Supporting Services*	63,524.00	50,814.25
Total	\$210,324.82	\$186,562.02

* Includes dormitories, rental properties
and dining halls. (Revolving Fund Operations)
Totals approximately \$400,000.00

15. The President discussed the biennial budget needs with the Trustees. THE BOARD VOTED to instruct the President to prepare a biennial budget program to cover the period 1943-45, the program to be presented to be based on the present program of services with the following changes to be incorporated:

(1)	Salary adjustments to bring classified workers at least to the new minimum	\$5,000
(2)	Salary adjustments for professional staff	37,500
(3)	College of Pharmacy	25,000
(4)	School of Nursing	10,000 ✓
(5)	School of Social Work	10,000 ✓
(6)	Supplies - entire University	10,000
(7)	College Farm - to be placed on a self-supporting basis so far as farm production is concerned	

Capital Outlay - requests for current capital outlay to be the same as for the year ending June 30, 1942.

New construction

- (a) Secure an amendment to Armory appropriation bill to insure availability of funds after war ends.
- (b) No request for capital outlay appropriations to cover new construction.

16. The President presented to the Board a copy of the audio-visual materials catalog.
17. THE BOARD VOTED to approve the recommended reappointments to the staff of the College of Pharmacy.
18. The President discussed the construction of a cooperative house by the Connecticut State Grange.

THE BOARD VOTED to approve a statement of agreement stating that the Trustees will accept such a house as a gift if erected on University grounds and that the Board will properly maintain and operate such a house.

19. The President discussed the matter of quotas for the advanced R. O. T. C. The Board approved of the President's endeavoring to increase the quota for the advanced unit.

R. M. Dadourian
Secretary