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Minutes, June 25, 1947

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MINUTES OF THE MEETING
OF THE
BOARD OF TRUSTEES
OF
THE UNIVERSITY OF CONNECTICUT
held in Storrs, June 25, 1947

Present: Dr. Barker	Mr. Spencer
Mr. Hook	Mr. Warncke
Mr. Peet	Mr. Jorgensen
Mr. Ryan	

1. The minutes of the meeting of May 21 having been mailed out to the Trustees prior to the meeting were approved, without being read.

ROUTINE

2. THE BOARD VOTED to accept the following resignations:

- ✓ (1) Joseph J. Gracewski, Assistant Instructor in Poultry (R.O.P.) effective June 15, 1947.
- ✓ (2) Sara M. Liston, Assistant Instructor in Home Economics, effective August 1, 1947.
- ✓ (3) Richard H. Popkin, Instructor in Philosophy, effective September 1st, 1947.
- ✓ (4) Ruth W. Whitaker, Resident in Sprague Hall, effective September 1, 1947.

3. THE BOARD VOTED to approve the following appointments:

- ✓ (1) Lincoln H. Brown, Jr., Instructor in Poultry (R.O.P.), annual salary \$2400, effective June 16, 1947. Replacing Joseph J. Gracewski.
- ✓ (2) Jeanne Barker, Assistant Instructor in Animal Diseases, annual salary \$2040, effective September 16, 1947.
- ✓ (3) Howard W. Butler, Assistant Professor of Mechanical Engineering, annual salary \$3900, effective September 1, 1947. New position.
- ✓ (4) Janina M. Czajkowski, Assistant Professor of Nutrition (Nutrition Specialist), annual salary \$3900, effective July 1, 1947. Replacing Marion E. Dakin.
- ✓ (5) William S. Decker, Instructor in Marketing, annual salary \$3060, effective September 16, 1947.
- ✓ (6) Frederick A. Ekeblad, Assistant Professor of Business Statistics, annual salary \$3780, effective September 16, 1947.
- ✓ (7) Lois C. Griswold, Assistant Instructor in Animal Diseases, annual salary \$1800, effective June 16, 1947. Replacing Rosemary Walsh.

- ✓ (8) Winthrop E. Hilding, Assistant Professor of Mechanical Engineering, annual salary \$3660, effective September 1, 1947. New position.
 - ✓ (9) David Ivry, Instructor in Insurance and Accounting, annual salary \$3060, effective September 16, 1947. Replacing David Kreiger.
 - ✓ (10) Lily Marie C. Krusekopf, Instructor in Geology, annual salary \$2700, effective September 16, 1947 - September 15, 1948. Replacing Janet Aiken who is on a year's leave of absence.
 - ✓ (11) Hans Albert Maier, Instructor in Foreign Languages, annual salary \$3060, effective September 16, 1947. New position.
 - ✓ (12) Henrietta T. Perry, Instructor in Physical Education, annual salary \$2580, effective September 16, 1947. Replacing Elsie E. Paulson.
 - ✓ (13) Edward J. Robb, Instructor in Electrical Engineering, annual salary \$3060, effective September 1, 1947. New position.
 - ✓ (14) William P. Snively, Instructor in Economics, annual salary \$3420, effective September 16, 1947. New position.
 - ✓ (15) Charles R. Thomas, Jr., Instructor in Mathematics, annual salary \$3060, effective September 16, 1947. Replacing Rose Sedgewick.
 - ✓ (16) Barbara Willett, Assistant Instructor in Economics, half time, annual salary \$2040, effective September 16, 1947. Replacing Audrey Sproat.
 - ✓ (17) Arless A. Spielman, Professor of Animal Industry, annual salary \$6000, effective August 1, 1947. Replacing A. R. Merrill. (plus temporary fee.)
 - ✓ (18) Arsen Emerziah, Instructor in Management, annual salary \$3060, effective September 16, 1947.
4. THE BOARD VOTED to accept the following scholarship and instructed the President to write an appropriate letter of appreciation to the donor:
- (1) Chi Omega Fraternity - \$50. to be awarded to a "deserving Senior woman student to be selected by the Scholarship Committee."
5. The President advised the trustees that the date for the opening of bids on new construction set for July 1, had been extended to July 15, 1947.
6. The President advised the Trustees that the St. Thomas Aquinas Chapel Corporation accepted the restrictions contained in the action of the Board of Trustees of May 21, 1947, regarding the deeding of University land as sites for religious buildings. A copy of the letter of acceptance is made a part of these minutes:

"Dr. A. N. Jorgensen, Ph.D., President
University of Connecticut
Storrs, Connecticut

"As treasurer of the Saint Thomas Aquinas Chapel Coproration I am authorized to accept the entire contents of your letter of June 12 with regard to the deeding over the property from the State of Connecticut to the Saint Thomas Aquinas Chapel Corporation. I have read the letter carefully and shown it to the competent authorities and hereby accept all the conditions laid down in your letter for the deeding over of said property.

"Sincerely yours,

/s/ James J. O'Brien
James J. O'Brien"

7. THE BOARD VOTED to postpone the election of officers until the September meeting of the Board, since no meeting will be scheduled for July or August.
 8. THE BOARD VOTED to accept and place on file the following request for leave of absence:
 - ✓ (1) James W. Yates, Assistant Professor of Chemistry, leave with half pay, September 16, 1947 - September 15, 1948.
 9. THE BOARD VOTED to approve the following:
 - (1)"Mr. Leonard C. Riccio, Comptroller of the University, will act as Military Property Custodian of the R.O.T.C. Unit of the University. He is authorized to have executed a bond in sufficient amount to cover the care of property loaned by the War Department to the R.O.T.C. Unit of the University of Connecticut."
 10. The President discussed the problem of faculty housing but no action was taken.
 11. The President discussed the need for engineering and architectural services for the following projects approved by the 1947 Session of the General Assembly:

Student Health and Infirmary Building	\$250,000
Disease Control and Eradication Laboratories	200,000
Utilities	
Additional well	50,000
Five Additional Sewer Beds	40,000
New central disposal system	275,000
Pumping station changes	5,000
- THE BOARD VOTED to recommend to Fred R. Zeller, State Comptroller, that the firm of Buck and Buck, Consulting Engineers, be secured as the engineers to design the additional well,

five additional sewer beds, an additional disposal system and the adjustments to the pumping station equipment since they recently completed a survey regarding the needs for these services and if the health of Henry Wolcott Buck and Robinson D. Buck is such that they are unable to do the work that the services of Hubbard, Rickerd and Blakely of New Haven be secured since it is imperative that these projects be under construction by fall.

IT WAS FURTHER VOTED to recommend to Fred R. Zeller, State Comptroller that Frederic C. Teich be employed as the architect to prepare plans and specifications for a Student Health and Infirmary Building and a Diseases Control and Eradication Laboratory and an addition to Atwater Building. The Board was unanimous in the opinion that the architectural services in connection with the development of the University plant should not be drafted by several architects, that uniformity of design and administrative problems at the University would be reduced to a minimum if F. C. Teich were to be employed as the University architect.

12. The President reviewed a statement of "Budget Instructions" prepared for the guidance of deans and directors in the preparation of the University budget. In considering "teaching loads" of professional staff members, THE BOARD VOTED to approve the following policy:

- (1) The teaching load of all staff members shall be 15 credit hours per week (2 or 3 laboratory hours to count as 1 credit hour), unless exceptions are made for the following:
 - (a) Assigned administrative duties
 - (b) Number of different course preparations - the teaching of different courses as distinct from additional sections of the same course is an example.
 - (c) Unusually large student enrollments in courses taught
 - (d) Amount and character of paper work involved in some courses
 - (e) Laboratory work in certain areas which are actually teaching laboratories and especially if considerable preparation is involved for certain laboratory assignments
 - (f) Chairmanship of official committees requiring an unusual amount of time
 - (g) An unusually large number of graduate students as counselees
 - (h) Approved research
 - (i) Quantity, quality and character of Agricultural Extension assignments

Note: All exceptions must be approved by the Dean of the School or College and by the Dean of the University. Copies of statements of exceptions are to be filed in the personnel records in the President's Office.

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13. Copies of the budget allotments for 1947 - 1948 were presented to the trustees. THE BOARD VOTED to approve the budget as presented to the trustees.

Respectfully submitted,

J. Ray Ryan
J. Ray Ryan
Secretary

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