

5-20-1931

## Minutes, May 20, 1931

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MINUTES OF MEETING OF BOARD OF TRUSTEES OF  
CONNECTICUT AGRICULTURAL COLLEGE  
HELD AT STORRS, CONNECTICUT  
ON MAY 20th, 1931

Present:

Mr. Manchester, Chairman	Mr. Hough
Mr. Buckley	Mr. Greene
Mr. Buckingham	Dr. Wood
Dr. McCracken	

1. IT WAS VOTED to approve the minutes of the meeting of the Board held April 13th.

There was some discussion of the Executive Committee meeting minutes as held May 13th. IT WAS VOTED to accept the minutes of the Executive Committee as modified in the sixth paragraph, page 2, which was changed to read as follows:

"That when monthly estimates of departmental expenses as submitted to the President and approved by him are then exceeded, the President is authorized at his discretion to withhold from the salary of the individual responsible for these excesses an amount not in excess of the amount expended."

A letter from Mr. Hollister was read regarding the acquisition of a strip of land 10 feet wide at Willowbrook. IT WAS VOTED that the cost be requested and report made to the Board.

IT WAS VOTED that the budget be approved as submitted by the Board, with changes as recommended by the President.

IT WAS VOTED that Miss R. R. Chaffee's salary be changed to \$1440 instead of \$1400, and that Mr. Kent's salary be changed to \$2400 instead of \$2200 on condition that he live at the campus.

A letter from Mr. Slate was read regarding the Station budget.

2. IT WAS VOTED to approve the following changes in rank as submitted by the President:

W. N. Plastridge - Associate Bacteriologist  
Erwin Jungherr --- Associate in Animal Pathology

3. IT WAS VOTED to approve the following recommendation as submitted by the President, with the modified changes as suggested by him:

"Ranks and Promotion

"1. On the teaching staff of the Division of Resident Instruction the following ranks shall be recognized: Assistant, In-

structor, Assistant Professor, Associate Professor and Professor.

"2. The new rank of Assistant is recommended because several departments already make use of graduate students, and even of undergraduate upperclassmen, for work that in other colleges would give them the rank of Assistant. Hitherto the services of these persons have been regarded as student labor and paid for at the usual rate. The committee believes that the rank of Assistant should be created at this College, that proper standards of scholarly attainment and general ability should be set for those who fill it, and that the compensation should be proportioned to the value of the service rendered. The committee recommends that no one be appointed to the rank of Assistant who has not received at least the Bachelor's degree.

"3. Hereafter all persons appointed to the rank of Instructor shall be expected to have had at least one year of graduate study; all persons appointed to the rank of Assistant Professor or Associate Professor shall be expected to have at least the Master's degree or its equivalent; and all persons appointed to the rank of Professor shall be expected to have the Doctor's degree or its equivalent. By the term equivalent the committee wishes to designate such advanced training as would not meet the specific requirements for a higher degree, but which would enhance the value and efficiency of the man who has received it as much as earning the degree would do. These rules, or very similar ones, obtain in most of the leading colleges, but with the understanding that, while they are in general to be observed, they may be set aside when in the judgment of the Administration it is in the interest of the College to do so. They should have the same interpretation here. While recognizing in the foregoing recommendations the importance of the degree, the committee wishes to avoid over-emphasizing it. It does not believe that the degree should furnish the sole, or even the chief, criterion for judging a man's fitness for a place on the staff of this College. His experience, his personality, his demonstrated ability to discharge acceptably the duties of the position that he seeks, and other similar matters, should receive equal, or even greater, consideration.

"4. Promotion shall be granted according to merit.

"5. It is understood that the same or equivalent scholarly equipment and experience shall be expected of all persons of corresponding rank on the three staffs.

"6. Appointments and promotions shall be made by the Trustees upon recommendations by the Head of the Department and the Director of the Division. All such recommendations must have the approval of the President. It is expected that the Head of the Department and the Director of the Division, before making recommendations, will confer with the members of the department above the rank of Instructor and all others of the same rank who are immediately concerned.

"7. Assistants and Instructors shall be appointed or reappoint-

ed for one year only. All other members of the staff shall be appointed in the first instance for one year; but thereafter the appointment of Assistant Professors shall be for a period not to exceed three years, and of Associate Professors, five years. If a full Professor is reappointed without restriction after one year of service in that rank, his tenure of position shall be regarded as indefinite.

"8. The resignation of any member of the staff may be required if his further reappointment is deemed undesirable by the Head of the Department and the Director of the Division. Such action shall be taken only after conference with the members of the department above the rank of Instructor, and others of the same rank who may be immediately concerned.

"9. If a member of the staff is to be deprived of his position, he shall be notified, if possible, six months in advance.

"10. Six months before the reappointment of any member of the staff is due, the Head of the Department and the Director of the Division shall make whatever recommendation they consider desirable.

"11. The foregoing regulations shall not preclude the dismissal of any member of the staff at any time for misconduct or neglect of duty.

#### "Retirement

"1. The age for retirement shall be fixed at 65; but, if the person who has reached that age desires it, his tenure may be extended one year at a time provided the Head of the Department, the President, and the Trustees all concur.

"2. Any member of the staff who has served the College thirty years may, upon request, be recommended for retirement even if he has not reached the age of 65."

4. IT WAS VOTED to accept the resignation of Mr. Alexander.
5. IT WAS VOTED to approve the appointments which are included in the budget.

D. O. Hammerberg, Assistant Economist, beginning  
July 1, 1931

W. H. Carter, Instructor in Economics, beginning  
September 15, 1931

6. The report of the Employment Committee was received from the President and laid on the table for further consideration.
7. IT WAS VOTED that the list of senior students, as submitted by the President, be graduated subject to the approval of the President, as having completed their work satisfactorily

and that the degrees be given to each student.

It was reported by the President that the Willimantic Chamber of Commerce are offering to the College an altitude bench marker and sun dial as their gift to the College commemorating the 50th year. IT WAS VOTED to accept this gift with thanks, the location to be left with the President.

IT was reported by the President that the installation of the carillon bells will be started this week.

IT WAS VOTED that the question of the purchase of a car for the use of the President be left to him.

A letter from Mr. B. W. Ellis was read relative to the salary of Miss Stratton and of Miss McDonald. No action was taken.

Miss Ruth Russell, home demonstration agent in New London County, has applied for one month's leave of absence for professional improvement during the summer of 1931. James R. Case, county club agent in Fairfield County, has applied for leave of absence for professional improvement for approximately one-half time for the period September 1, 1931, to May 31, 1932. IT WAS VOTED that we approve this principal subject to the regulation of the federal funds.

IT WAS VOTED that we pay the expenses of Mr. Davis and Mr. Perreiaux to attend the American Institute of Economics to be held at Manhattan, Kansas, June, 1931.

A. F. Greene  
Secretary