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Minutes, September 24, 1941

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MINUTES OF THE MEETING
OF THE
BOARD OF TRUSTEES
OF THE
UNIVERSITY OF CONNECTICUT
held at Storrs, September 24, 1941

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

1. The Trustees reconsidered the naming of the Library building and the Girl's Dormitory and VOTED to confirm their previous action of naming the Library the Wilbur L. Cross Library and the dormitory Harry G. Manchester Hall.
2. THE BOARD VOTED to approve the minutes of the meetings of May 21 and July 9.
3. THE BOARD VOTED to accept the following resignations:
 - (1) Lorna E. Cunningham, Assistant Instructor in Animal Diseases, effective September 1, 1941.
 - (2) Mason T. Record, Instructor in Sociology, effective September 15, 1941.
 - (3) Harriet Koller, Assistant Instructor in Foreign Languages, effective September 15, 1941.
 - (4) Richard C. Dray, Instructor in Mechanical Engineering, effective September 1, 1941.
 - (5) Edwin F. Singsen, Instructor in Poultry Husbandry, effective September 1, 1941.
 - (6) Gerald R. Lappin, Graduate Assistant in Chemistry, effective September 16, 1941.
 - (7) Paul Barrett, Graduate Assistant in Zoology, effective June 15, 1941.
4. THE BOARD VOTED to receive and place on file the following applications for leave.
 - (1) Lawrence H. Amundsen, Associate Professor of Chemistry, sabbatic leave, first semester, 1942-43.
 - (2) Marion B. Dakin, Associate Professor of Nutrition, five weeks, summer, 1941.
 - (3) Hugh W. Hunter, Assistant Professor of Physics, leave without pay, September 16, 1941 - September 15, 1942.
 - (4) Florian Heiser, Associate Professor of Psychology, leave without pay, September 16, 1941 - January 31, 1942.

- (5) Roy E. Norcross, Agricultural Agent, New Haven County, sabbatic leave, September 16, 1942 - March 15, 1943.
 - (6) Jacob M. Levine, Instructor in Animal Diseases, leave without pay August 16, 1941 - August 31, 1941.
5. THE BOARD VOTED to approve the following retirement and also voted that an expression of appreciation for his services be included in the minutes:
- (1) Harry L. Garrigus, Professor of Animal Husbandry, effective October 1, 1941.
6. THE BOARD VOTED to approve the following appointments:
- (1) Greta J. Anderson, Assistant Instructor in Botany, salary \$1200, effective September 16, 1941. Replacing Mildred Travis.
 - (2) Walter C. Aschenbach, Assistant College Instructor, (National Defense) salary \$75.00 per month, effective July 1, 1941 - September 30, 1941.
 - (3) Frank H. Ash, Associate Professor of Business Education and Secretarial Studies, salary \$3360, effective September 16, 1941. New position.
 - (4) Allan K. Booth, Assistant Professor of Civil Engineering, salary \$3000, effective September 1, 1941 - August 31, 1942. Replacing C. O. Dohrenwend during his leave of absence.
 - (5) Preston Burns, Assistant Instructor in Physics, salary \$1500, effective September 16, 1941. New position.
 - (6) Howard Wallace Butler, Instructor in Mechanical Engineering, salary \$2400 for ten months of service (payable in ten months), effective September 1, 1941 - June 30, 1942.
 - (7) Carl Peter Chosek, Graduate Assistant in Economics, salary \$60 per month, effective September 16, 1941 - June 15, 1942. New position.
 - (8) Erben Cook, Jr., Instructor in Mathematics, salary \$2160 (to be paid in ten months), effective September 1, 1941 - June 30, 1942. (University Extension)
 - (9) Justin Vary Emerson, Instructor in English, salary \$2040, effective September 16, 1941. New position.
 - (10) Maurice Fried, Graduate Assistant in Agronomy Experiment, salary \$60 per month, effective September 10, 1941 - July 1, 1942. Replacing Morrill T. Vittum.
 - (11) Sophie Gianninoto, Assistant Instructor in Foreign Languages, salary \$900, effective September 16, 1941. Replacing Harriet Roller.
 - (12) Ruth Gill, Graduate Assistant in English, salary \$60 per month, effective September 16, 1941 - June 15, 1942. New position.
 - (13) Waldemar Hagen, Director of Vocational Counselling and Placement, salary \$2400, effective September 16, 1941. New Position.

- (14) Haddy Salim Hasso, Graduate Assistant in Electrical Engineering, salary \$60 per month, effective September 16, 1941 - June 15, 1942. New position.
- (15) Walter Hirsch, Graduate Assistant in Sociology, salary \$60 per month, effective September 16, 1941 - June 30, 1942. Replacing Henry W. Riecken, Jr.
- (16) Arthur L. Knoblauch, Associate Professor of Education, salary \$3600, effective September 16, 1941. New position.
- (17) Elizabeth W. Leonard, Assistant Instructor in Nursery School, salary fifty cents per hour, effective September 15, 1941 - November 1, 1941.
- (18) Stephanie Letitia, Assistant Instructor in Physical Education, salary \$800, effective September 1, 1941 - June 30, 1942. New position.
- (19) George B. Lynch, Assistant Instructor in History and Government (Ratcliffe Hicks School of Agriculture) \$45 per month, effective September 16, 1941 - June 15, 1942.
- (20) John Mariucci, Assistant College Instructor in Physical Education, salary \$150 monthly, effective September 1, 1941 - October 15, 1941.
- (21) Francis W. McCarthy, Instructor in Physics, salary \$2160 (to be paid in ten months) effective September 1, 1941 - June 30, 1942.
(University Extension - National Defense)
- (22) Edgar Moberg, Instructor in Physics, salary \$2520, effective September 16, 1941 - September 15, 1942. Replacing Hugh Hunter while on leave.
- (23) F. A. Mote, Jr., Instructor in **Psychology**, salary \$2040, effective September 16, 1941. New position.
- (24) Lawrence Penner, Instructor in Zoology, salary \$2040, effective September 16, 1941. New position.
- (25) Wilson V. Pink, Instructor in Mechanical Engineering, salary \$2400, (to be paid in ten months), effective September 1, 1941 - June 30, 1942. Replacing Richard C. Dray.
- (26) Alan D. Randall, Graduate Assistant in Zoology, salary \$60 per month, effective September 16, 1941 - June 15, 1942. Replacing Paul Barrett.
- (27) Anthony Stanley Wojko, Graduate Assistant in Agricultural Economics and Farm Management, salary \$60 per month, effective September 16, 1941 - June 30, 1942. Replacing John Gopen.
- (28) Francis B. Schuler, Assistant Instructor in Rodent Control, salary \$70 per month, effective September 1, 1941 - June 30, 1942. Replacing Richard Couri.
- (29) Henry G. Stetler, Instructor in Sociology, salary \$2280, effective September 16, 1941 - September 15, 1942. Replacing Mason T. Record.
- (30) Katherine A. Tingley, Assistant Professor of Home Economics (Clothing Specialist), salary \$2880, effective October 1, 1941. Replacing Ellen Van Cleef.

- (31) Richard Wargo, Assistant Instructor in Physical Education, salary \$1560, effective September 1, 1941. Replacing Carl L. Mann.
- (32) Ford C. Daugherty, Associate Professor of Animal Husbandry, salary \$3180, effective September 1, 1941. Replacing W. B. Young.
- (33) Jack Fromer, Graduate Assistant in Zoology, salary \$60 per month, effective September 16, 1941 - May 15, 1942.
7. THE BOARD VOTED to approve the following changes in rank or title:
- (1) E. A. Perregaux, to be head of Agricultural Economics and Farm Management, effective July 11, 1941.
- (2) W. B. Young, Director of the Ratcliffe Hicks School of Agriculture, effective July 12, 1941.
- ✓ (3) Leander F. Williams, from Assistant Instructor to Instructor, effective October 1, 1941.
- ✓ (4) Raymond G. Bressler, Jr., from Assistant Professor to Associate Professor, effective October 1, 1941.
8. The President reported that the hourly rate of classified employees had been increased five cents per hour in accordance with the Board's instructions as of July 9.
9. THE BOARD VOTED to approve salary increases of Professional staff members as indicated below; effective October 1, 1941, except as noted:

College of Pharmacy

<u>Name</u>	<u>Appointed</u>	<u>Present Salary</u>	<u>Rec. Increase</u>	<u>Total</u>
Barrett, Leslie G.	Sept. 1931	\$3000	\$180	\$3180
Maier, Augustus A.	" 1929	2900	100	3000
Fuller, Horace J.	" 1930	2750	130	2880
Fenney, Nicholas W.	1925	2200	80	2280
Williams, Walter H.	1928	1800	240	2040
White, Wallace F.	" 1937	1800	240	2040
Burke, Florence	" 1939	535	185	720
Baccocchi, Bruni	Jan. 1939	735	105	840
Izzo, Josephine	1934	735	105	840
Potrepka, Chester	Sept. 1939	735	105	840

College of Agriculture

Anderson, E. O.	9/1/25	\$3600	\$120	\$3720
Bressler, R. G. Jr.	12/1/39	3240	240	3480
Callward, F. M.	3/1/36	2160*	120	2280
Dowd, L. R.	8/27/34	2400	120	2520
Johnson, R. L.	11/1/23	3600	120	3720
Munsell, R. I.	7/16/30	2040	120	2160
Odland, M.	2/1/38	2400	120	2520
Perkins, H. O.	1/1/32	2640	120	2760
Perregaux, E. A.	7/1/27	4560	120	4680
Samuel, L. L.	11/28/35	2760	120	2880
Shaw, J. C.	7/1/30	3320	120	3440
Young, W. B. ***	7/1/31	3360	540	3900
Wether, F. J.	7/1/33	1680	120	1800
Williams, L. F.	10/1/36	1680	720	2400
Morgan, Max E. **	9/1/39	1200	300	1500

* \$1620 from Fed. Government - Total \$3780

*** Effective July 1, 1941 - Sept. 30, 1941

*** Effective July 15, 1941

September 24, 1941

Other Schools and Colleges

<u>Name</u>	<u>Appointed</u>	<u>Present Salary</u>	<u>Rec. Increase</u>	<u>Total</u>
Alcorn, Paul	8/1/34	\$3600	\$240	\$3840
Amundsen, L. H.	9/15/36	2400	240	2640
Arjona, J. H.	9/15/32	2760	120	2880
Atwood, Frank	11/1/38	3360	120	3480
Baldwin, R. C.	9/15/32	3360	120	3480
Belding, H. S.	9/15/38	2160	120	2280
Bousfield, W. A.	2/1/39	2880	240	3120
Brammell, P. R.	9/15/32	4440	120	4560
Broucek, Jack	9/15/39	1260	240	1500 *
Burrows, E. G.	9/15/39	2280	240	2520
Cannon, Hugh	9/15/38	2400	240	2640 *
Carter, W. H. Jr.	9/15/31	3240	120	3360
Cook, W. B.	9/15/31	3000	120	3120
Couey, Fred	9/15/39	3000	240	3240
Dorwart, R. A.	9/15/35	2520	120	2640
Ferguson, L. W.	2/1/39	2040	120	2160
Foter, M. J.	2/1/35	2400	120	2520
Gerberich, J. R.	11/1/37	3480	120	3600
Jacobson, J. H.	9/15/38	2160	240	2400
Keyes, W. B.	10/1/38	2400	120	2520
Kinsey, W. H.	9/15/39	3360	180	3540
Kline, E. R.	9/15/29	2880	120	3000
Kummer, C. R.	9/15/39	2040	240	2280
Leonard, W. N.	9/15/39	2040	240	2280
Lomax, W. L.	9/16/40	2400	120	2520
McPeck, J. A. S.	9/15/32	2760	120	2880
McReynolds, G. E.	9/15/39	2760	120	2880
Pinckney, G. E.	7/1/38	1680	360	2040***
Rockel, H. J.	9/15/36	2520	120	2640
Rogge, E.	9/15/39	2160	180	2340
Saul, G. B.	9/15/24	3360	120	3480
Schenker, A.	9/15/38	3180	120	3300
Schwenk, H. S.	1/1/22	3360	120	3480
Sedgewick, C. H. W.	9/15/32	2880	120	3000
Siegel, T.	9/15/31	2760	120	2880
Smither, R.	9/1/40	1800 - 425***	120	1920
Tilley, W.	9/15/24	3360	120	3480
Timoshenko, G. C.	9/15/39	3120	120	3240
Van Dyke, Ella	9/15/39	2040	180	2220
Walker, Paul	9/15/36	2160	120	2280
Warnock, Robert	9/15/34	2640	120	2760
Whetten, N. L.	10/1/32	4320	240	4560
White, Max	9/15/37	2640	120	2760
White, Vinton	7/1/26	2160	120	2280
Yates, J. W.	10/1/38	2040	120	2160
Yingling, R. W.	9/15/39	3000	120	3120

*plus maintenance

** Alumni

*** Maintenance

10. THE BOARD VOTED to exempt the following students from Military Science:

Baldwin, Howard G.	Physical disability
Bennett, Theodore	Physical disability
Berris, Peter G.	Transfer student
Bradley, Roger	Physical disability
Coogan, Clarence	Physical disability
Dadalt, Leto	Not a citizen of the United States
Doran, Donald J.	Transfer student
Easton, Franklin	Physical disability
Grant, William	Transfer student
Impellitteri, Thomas J.	Transfer student
Kroz, John	Physical disability
Kuntz, John J.	Transfer student
McConnell, Ellicott	Physical disability
Mitchell, Donald	Transfer student
Perko, Joseph E.	Transfer student
Rosenberg, Philip	Physical disability
Spallone, Daniel A.	Physical disability
Sykes, Robert L.	Transfer student
Tourison, Eugene	Physical disability
Williams, Harold G.	Transfer student

and to permit the following student to postpone Military Science until 1942-43 because of a conflict in schedule:

Flink, Horace

11. The President discussed the scholarship program for students in the College of Agriculture.

THE BOARD VOTED to approve the establishment of forty \$50 scholarships for students in the College of Agriculture, these scholarships to take the form of \$50 deductions from the student fee of \$125.

12. THE BOARD VOTED to authorize Dean Henry S. Johnson of the University of Connecticut College of Pharmacy to sign the permit for tax free alcohol to be used for laboratory purposes in the College of Pharmacy.
13. THE BOARD VOTED to refund on a pro rata basis board, room, and student fees for those students inducted into service during any semester.
14. THE BOARD VOTED that no more than one member of a family may be employed in the same department, division, school or college of the University.
15. THE BOARD VOTED to instruct the President to take up with the Attorney General his recent ruling that only citizens are employable at the University of Connecticut, since the ruling apparently complicated the problem of student employment, graduate assistants, the awarding of student scholarships and loans.
16. Considerable discussion was devoted to the matter of student counselling and advisory service. THE BOARD VOTED to provide the following necessary services by earmarking part of student fees to finance these services:

a) Aptitude, ability and placement examination fee	\$0.50
b) Vocational guidance and placement service fee	1.50
c) Audio-visual education fee (by building up a revolving fund)	

17. Because of an anticipated deficit of \$10,000 each year during the coming biennium in the College of Pharmacy, THE BOARD VOTED to instruct the President "to achieve savings in all budgets (not in special funds) to cover such anticipated deficits." The Board does not want the University to be placed in the position of requesting a deficiency appropriation of the next General Assembly.
18. THE BOARD VOTED to approve accepting the grant of \$12,500 from the Yantic Grain and Products Company for the purpose of carrying on poultry nutrition research.
19. Some discussion was devoted to the policy of the University's accepting non-state funds (including Federal funds) for carrying on research and other projects. THE BOARD VOTED that the University should not during any biennium provide funds for carrying on these projects in the event non-state funds (including Federal funds) are withdrawn. If the project or projects are worth while and should be carried on, a request for funds should then be made for this purpose at the next session of the General Assembly.
20. Because of the necessity for careful planning and for purposes of budget control, THE BOARD VOTED that no positions be established during the present biennium which were not approved at the time the University budget was prepared for presentation to the General Assembly and on the basis of which appropriations were made.
21. The importance of religious education of University students was discussed. THE BOARD VOTED to instruct the President to appoint a committee to study the matter and to report with recommendations at the November meeting of the Board.
22. THE BOARD VOTED to admit non-resident students only if University facilities warranted, after Connecticut residents are taken care of.
23. THE BOARD VOTED to dedicate recently constructed University buildings on Alumni Day in June, 1942.
24. The President presented the allotment schedule for 1941-42. THE BOARD VOTED to approve this schedule of allotments.

BUDGET ALLOTMENTS FOR THE FISCAL YEAR 1941-1942

StateAdministration

State Appropriations	
Personal Services	\$51790.00
Contractual Services	5360.00
Supplies and Materials	4200.00
Revolving Fund	6180.00
Total Administration	\$67530.00

Director of Student Personnel

State Appropriations	
Personal Services	\$22790.00
Contractual Services	1095.00
Supplies and Materials	3045.00
Total	\$26930.00

The Graduate School

State Appropriations	
Personal Services	\$ 2280.00
Contractual Services	150.00
Supplies and Materials	125.00
Total	\$ 2555.00

The College of Arts & Sciences

State Appropriations	
Personal Services	\$160798.00
Contractual Services	2862.00
Supplies and Materials	10090.00
Morrill	54480.00
Land Grant	4800.00
Total	\$233030.00

The School of Business

State Appropriations	
Personal Services	\$15600.00
Contractual Services	200.00
Supplies and Materials	150.00
Total	\$15950.00

The School of Education

State Appropriations	
Personal Services	\$29180.00
Contractual Services	4895.00
Supplies and Materials	1365.00
Total	\$35440.00

The School of Engineering

State Appropriations	
Personal Services	\$35882.49
Contractual Services	1300.00
Supplies and Materials	2100.00
Morrill	16227.51
Total	\$55510.00

The School of Home Economics

State Appropriations	
Personal Services	\$16085.00
Contractual Services	560.00
Supplies and Materials	1400.00
Morrill (Fed.)	6600.00
Total	\$24645.00

The College of Pharmacy

Revolving Fund	
Total	\$60,000.00

Library

State Appropriations	
Personal Services	\$15720.00
Contractual Services	200.00
Supplies and Materials	625.00
Total	\$16545.00

University Extension *

State Appropriations	
Personal Services	\$9500.00
Contractual Services	467.00
Supplies and Materials	325.00
National Defense	5580.00
Total	\$15872.00

* Does not include Revolving Fund activities:

- a. Apprentice Education
- b. Defense Training
- c. Summer Session
- d. University Extension

Approximately \$125,000.00

Military Science and Tactics

State Appropriations	
Personal Services	\$ 1470.00
Contractual Services	125.00
Supplies and Materials	330.00
Totals	\$ 1925.00

Physical Education and Athletics *

State Appropriations	
Personal Services	\$12440.00
Contractual Services	220.00
Supplies and Materials	400.00
Revolving Fund	15015.00
Total	\$28075.00

* Does not include Intramural and Inter-Collegiate Athletic Budget (Revolving Fund) - - Approximately \$30,000.00.

Publications

State Appropriations

Personal Services	\$ 3280.00
Contractual Services	550.00
Supplies and Materials	<u>325.00</u>
Total	\$ 4155.00

Health Service

State Appropriations

Personal Services	\$ 3919.00
Contractual Services	1265.00
Supplies and Materials	920.00
Revolving Fund	<u>6180.00</u>
Total	\$12284.00

College of Agriculture

State Appropriations

Personal Services	\$213647.00	
Contractual Services	13907.00	
Supplies and Materials	<u>39205.00</u>	\$266759.00

Morrill	\$12200.00
Smith-Lever B-J	106585.40
Capper Aetcham	24799.96
Adams	7500.00
Hatch	7500.00
B-J	11253.66
Purnell	30000.00
Eastern States Farmers	1250.00
N.E.Epidemic Tremor	840.00
Wirthmore Fellowship	720.00
Trumbull Fellowship	720.00
Creamery Revolving	16960.00
Dairy Testing (Revol.)	480.00
Animal Diseases (Bangs)	5920.00
Poultry Contest - Rev.	8380.00

Two-Year School of Agriculture *

6853.75 \$241962.77

Total College of Agriculture

\$508721.77

* Does not include \$3146.25 still
unallotted.

Operation & Maintenance of Plant

Personal Service	\$66467.00
Contractual Services	15895.00
Supplies and Materials	45177.00
Revolving Fund	<u>27200.00</u>
Total	\$154739.00

Capital Outlay

Library Books	\$ 22000.00
Lab. Equipment (Teaching)	22000.00
Maintenance & Operation	<u>48875.00</u>
Total	\$ 92875.00

BUDGET SUMMARY

Administration	\$ 67530.00
Director of Student Personnel	26930.00
Health Service	12284.00
Graduate School	2555.00
College of Arts and Sciences	233030.00
School of Business	15950.00
School of Education	35440.00
School of Engineering	55510.00
School of Home Economics	24645.00
Library	16545.00
University Extension	15872.00
Military Science and Tactics	1925.00
Physical Education and Athletics	28075.00
Publications	4155.00
College of Agriculture	508721.77
Operation and Maintenance of Plant	154739.00
Capital Outlay	92875.00
Self-Supporting Services	<u>508146.25</u> *
Total	\$1,864,928.02

* Includes dormitories, rental properties and dining halls (Revolving Fund Operations)

Totals Approximately \$350,000.00

After some discussion of the operating budget of the University, it was agreed that the President would prepare a statement showing the change in unit costs during the past six or seven years and to show particularly the change in per student costs.

25. The President presented a summary of admission, registration, and enrollment statistics. During the discussion relating to enrollments, the President was asked to inform the Board about the present status of laboratories as to equipment. The President informed the Board that the Governor, in accordance with an understanding arrived at during a hearing on the University budget, agreed to make a supplementary allotment of \$86,000 for the purpose of completing the equipping of engineering laboratories, chemistry laboratories, home economics laboratories, and the Library. The President informed the Board this supplementary allotment had not yet been made. It is expected that the Governor will soon make this allotment. The accrediting of mechanical engineering is dependent upon orders being placed for additional equipment. Many students enrolled in engineering and in home economics have had to postpone their work in chemistry because chemistry laboratories on the second floor of Beach Hall are still unfinished.
26. The President presented to each member of the Board a copy of the School of Agriculture bulletin.
27. Several Board members expressed an interest in receiving copies of the monthly financial statement prepared by the Business Office for the deans, directors, and department heads. ✓
28. One member of the Board expressed an interest in being placed on the mailing list to receive all bulletins and publications of the University. It was suggested that any Board member desiring to be placed on the mailing list should write the President and he would instruct the mailing office to place the names of those Board members on the mailing list.
29. The President informed the trustees that the laws and by-laws of the Board were being brought up to date and that each member of the Board would soon receive a corrected copy.
30. After considerable discussion of the program of the Division of Student Personnel, it was agreed that the President would mail to each member of the Board a statement outlining the new organization for the guidance and counselling of students.

Ruth M. Dadourian,
Secretary