

9-15-1943

Minutes, September 15, 1943

Follow this and additional works at: https://opencommons.uconn.edu/bot_agendas

Recommended Citation

"Minutes, September 15, 1943" (1943). *Agendas and Minutes*. 1163.
https://opencommons.uconn.edu/bot_agendas/1163

MINUTES OF THE MEETING
OF THE
BOARD OF TRUSTEES
OF
THE UNIVERSITY OF CONNECTICUT
held in Hartford, September 15, 1943

Present:

Mr. Spencer, Presiding
Mrs. Dadourian
Mr. McDonough
Mr. Eddy

Mr. Ryan
Mr. King
Mr. Fox
Mr. Jorgensen

1. THE BOARD VOTED to approve the minutes of the meeting of July 21.
2. THE BOARD VOTED to approve actions taken by the Executive Committee, meeting on July 27.
3. THE BOARD VOTED to accept the following resignations:
 - (1) D. C. G. MacKay, Associate Professor of Zoology, October 1, 1943.
 - (2) Dorothy Keith, Graduate Assistant in Education, August 1, 1943.
 - (3) Josephine Boublik, Graduate Assistant in Education, August 1, 1943.
 - (4) Margaret S. Leake, County Agent (Farm Labor Program), August 1, 1943.
 - (5) Corinne R. Alsop, Assistant State Farm Labor Supervisor, August 15, 1943.
 - (6) Robert Barker, County Agent (Farm Labor), September 1, 1943.
 - (7) J. Milton Jeffrey, County Agent (Farm Labor), August 13, 1943.
 - (8) Stanley J. Mulak, County Agent (Farm Labor), August 21, 1943.
 - (9) Stanley J. Whitson, Assistant County Club Agent, August 15, 1943.
 - (10) Earl G. Svendsen, Assistant Professor of Physical Education, September 16, 1943.
 - (11) Margaret Forsyth, County Agent (Farm Labor), August 24, 1943.
 - (12) Margaret P. Leake, County Agent (Farm Labor), July 3, 1943.
 - (13) Donnie Howard, Resident Counselor, September 15, 1943.
4. THE BOARD VOTED to approve the following appointments:
 - (1) Ruth A. Allen, Assistant Professor of Home Economics, salary \$2640, effective September 16, 1943. Replacing R. Constance Hastie.
 - (2) Margaret L. Dahlen, Instructor (Infirmary Nurse), salary \$1920, effective September 16, 1943. New position.
 - (3) Mildred G. DeRusha, Instructor (Infirmary Nurse), salary \$1920, effective September 16, 1943. New position.
 - (4) Mary Louise Greenwood, Associate Professor of Home Economics, salary \$3600, effective September 16, 1943. New position.
 - (5) Harriet B. Kalison, Assistant Instructor in Animal Diseases, salary \$690, plus \$690 from USDA, effective September 16, 1943. Replacing Lore Marx.
 - (6) Paul S. Latimer, Assistant County Club Agent, salary \$2100, effective September 16, 1943. Replacing John Perkins.
 - (7) Dorothy M. Knoell, Graduate Assistant in Education, annual salary \$840, effective September 16, 1943. Replacing Dorothy Keith.

- (8) J. Everett Light, Administrative Assistant, salary \$250, effective August 18, 1943 - September 17, 1943.
- (9) Harold Howell Sweeton, Assistant County Club Agent, salary \$2400, effective September 1, 1943. Replacing Randolph Whaples.
- (10) Ruth Tower Russell, Home Demonstration Leader, salary \$3720, effective October 1, 1943. Replacing Edith L. Mason.
- (11) Edwin P. Singsen, Assistant Professor of Poultry Husbandry, salary \$2880, effective October 1, 1943. Replacing Thomas B. Avery.
- (12) James Williamson, Defense Program Instructor, salary \$3000, effective September 7, 1943. Replacing Arthur B. Conrad.
- (13) Margaret Woodruff, Graduate Assistant in Education, annual salary \$840, effective September 16, 1943. Replacing Josephine Boublik.
- (14) Richard Wargo, Assistant Professor of Physical Education, salary \$2520, effective September 16, 1943. Replacing Earl G. Svendsen.
- (15) George L. Fox, M. D., Professor (University Infirmary), salary \$4200, effective September 14, 1943. New Position.
- (16) John J. Piumaro, Instructor in Mathematics and Civil Engineering, (Waterbury Center), salary \$1980, effective October 1, 1943 - June 30, 1944.
- (17) Carol Kulp Beagley, Instructor in Home Economics (part-time), salary \$1200, effective September 16, 1943 - September 15, 1944. Replacing Ella Van Dyke.

Farm Labor Program

- (1) Lester W. Lloyd, Farm Labor Supervisor in Hartford County, salary \$2160, effective August 23, 1943. Replacing Stanley J. Mulak.
 - (2) Laurence C. Judd, Farm Labor Supervisor in New Haven County, salary \$1500, effective August 1, 1943 - September 1, 1943. New position.
 - (3) Raymond C. Barrows, Farm Labor Assistant in Tolland County, salary \$2400, effective September 1, 1943. Replacing Ralph W. Goodrich.
5. THE BOARD VOTED to approve the following reappointments and continuations:
- (1) James H. Healey, Assistant Instructor in Business Administration, salary \$1680, effective September 16, 1943.
 - (2) Anna Dubatowka, Instructor (Infirmary Nurse), salary \$1920, effective September 16, 1943. New position.
 - (3) Lucretia B. Cunningham, Instructor in Sociology, \$360 for semester, effective September 16, 1943.
 - (4) Hester Evans, continue to September 15, 1943.
 - (5) Thomas R. Robinson, Instructor (Pharmacy College), salary \$200, effective June 1, 1943 - May 31, 1944.
 - (6) Frank K. Hefner, Instructor in German (Pharmacy College), salary \$480, effective September 16, 1943 - May 31, 1944.
 - (7) Harley S. Thompson, Instructor in English (Pharmacy College), salary \$280, effective September 16, 1943 - May 31, 1944.
 - (8) Ralph H. Brown, Instructor in English, salary \$2400, effective September 16, 1943. Replacing John Jacobson. Transfer from Hartford Extension Center to campus.
6. THE BOARD VOTED to approve the following changes in rank, title, or position:
- (1) Harry W. Seeley, from Assistant Instructor to Instructor in Dairy, salary \$2760, effective September 1, 1943.

- (2) Randolph W. Whaples, from County Club Agent to County Agent (Farm Labor Program), salary from \$3300 to \$3480, effective September 1, 1943.
- (3) Erben Cook, Jr., from Instructor to Assistant Professor of Mathematics, salary \$2760, effective September 16, 1943. Transferred from Hartford Extension Center to campus.
- (4) Charlotte G. Neff, from Associate Club Agent to County Club Agent, effective August 16, 1943.

7. THE BOARD VOTED to accept and place on file the following requests for leave:

Military

- (1) Edgar Zwilling, Assistant Instructor in Genetics, September 10, 1943. Army.
- (2) Cecil G. Tilton, Associate Professor of Business Administration, Army. September 16, 1943. Duration plus thirty days.

Other

- (1) William J. Haggerty, Director of Student Personnel and Assistant Professor of Education, September 1, 1943 - November 30, 1943, at half pay.
- (2) Frederick A. Mote, Jr., Assistant Professor of Psychology, September 16, 1943 - September 15, 1944. Extension of leave.

8. THE BOARD VOTED to approve the following salary increases:

- (1) Charlotte G. Neff, County Club Agent, \$1980 to \$2100, effective October 1, 1943.
- (2) Bruno Bacchiocchi, Assistant College Instructor (Pharmacy College), \$960 to \$1380, effective October 1, 1943.
- (3) Josephine Izzo, Assistant College Instructor (Pharmacy College), \$840 to \$1140, effective October 1, 1943.
- (4) Chester A. Potrepka, Assistant College Instructor, \$960 to \$1380, effective October 1, 1943.

9. THE BOARD VOTED to approve the retirement of:

- (1) George C. White, Professor of Dairy, Vice Dean of Resident Instruction, October 15, 1943.
- (2) Linton B. Crandall, Professor of Apiculture, September 1, 1943.
- (3) Edith L. Mason, State Home Demonstration Leader, October 1, 1943.

THE BOARD VOTED to instruct the President to write a letter of appreciation to those staff members who have retired.

THE BOARD VOTED to authorize the President to appoint a committee with power to prepare and establish a roll of honor to serve as a permanent expression of appreciation for years of service to the University.

10. The President and the Trustees discussed at considerable length personnel regulations as they affect the administration of the State University. The Board of Trustees is seriously concerned with the changed interpretation of the Merit Law as it applies to the professional staff of the University. (See attached #1).

THE BOARD VOTED to instruct the President to discuss the entire situation with the Governor.

11. THE BOARD VOTED to authorize the President to sign an agreement authorized by SB 343, Chapter 240, covering the use of the College of Law and the College of Insurance building on Woodland Street in Hartford until the University acquires the property in accordance with provisions of SB 343, Chapter 240. The President stated that as soon as stenographic help was available, he would have a copy of Chapter 240, SB 343 typed and copies sent to the Trustees.
12. THE BOARD VOTED to authorize the President to sign certificates for State funds used in connection with the agricultural work developed in cooperation with the County Farm Bureaus.
13. THE BOARD VOTED to approve the budget allotments for the fiscal year 1943-44.
14. The President discussed with the Board of Trustees the need for improving upon the status of house counsellors in University dormitories and serving as house mothers in fraternity and sorority houses.

THE BOARD VOTED to approve the President's proposal that the University pay the salaries of all house counsellors and house mothers, the minimum to be not less than \$65.00 per month, plus maintenance, this proposal to cover house mothers retained and all new appointments. The following house counsellors and house mothers are retained and included in the new plan. (See attached #2).

15. The President presented a communication from the Western Union Telegraph Company outlining in a letter recent developments which affect dividends payable to stock holders. The University owns ten shares of stock in the Western Union Telegraph Company. It is quite possible that dividend payments may shortly be interrupted by an injunction.

THE BOARD VOTED to instruct the President to discuss the matter with the State Treasurer and then to write details to Mr. Spencer in advance of a report to be made at the next regular meeting of the Board of Trustees.

16. The President informed the Board regarding the fuel situation for the coming year. An order for 6,000 tons of coal has been placed. This for campus consumption. Approximately 3,000 tons have been delivered and stacked on the campus near the heating plant. Approximately 1,000 tons have been delivered at the trestles and 15 cars of coal are on the way. Sixty thousand gallons of oil are held in reserve to be used in the oil burning plant in case of emergency. The coal order for the College of Pharmacy has been placed. One delivery has been made. This is true also for the Camp School Building in Hartford which is used for the War Training Program, and for the Woodland Street Building which houses the Law, Insurance, and Freshman-Sophomore Programs.
17. The President discussed the matter of help. The help situation is serious. Farm operations, including dairy and dairy manufacturing plant, are being operated with less than a minimum staff. The grounds maintenance staff is down at least fifty per cent; janitorial staff all of fifty per cent. Chefs, bakers, and cooks are impossible to get. It will be necessary to get at least one chef, one cook and two bakers before the University can safely open Whitney Cafeteria for civilian students. Restrictions imposed by the State Personnel Office, in addition to federal restrictions regarding wages, etc. make the employment situation extremely difficult.

18. The President discussed with the Board the need for several capital outlay improvements. The closing days of the 1943 General Assembly resulted in so much confusion that several capital outlay projects for the University were not carefully considered. The State Board of Health has recommended the addition of a well, estimated cost \$35,000. Additional sewage equipment, estimated cost \$25,000. The Governor's Finance Advisory Board, after studying the need for these two items and having been advised by the State Board of Health, has approved these two projects, funds to be taken from the fourth quarter allotment for personal services. At the beginning of the fourth quarter, funds will be added from the General Fund, if it is necessary to do so.

THE BOARD VOTED to authorize the President to convert part of the present cold storage plant to "quick freezing use". Funds for this are available.

The President discussed the serious condition of the refrigerating equipment and boxes in the dairy manufacturing plant. State officials have examined the condition and all agree that the University should attempt to reinforce the refrigerator door frames and walls. It is feared that if the boxes are defrosted that they will collapse. It is also feared that if the refrigerating machine is shut off, it will not be possible to put the equipment in operation again. State officials have recommended that the dairy manufacturing plant be replaced and that funds be secured from the next General Assembly or be financed out of post-war building funds if they become available. The President reported that the movie theatre recreation building authorized at the July 21 meeting will soon be under construction. The building will be constructed of cinder block.

19. The President advised the Board that intercollegiate football and soccer schedules have been cancelled for the duration.
20. The President discussed with the Board the lack of adequate facilities for housing the ESMWT Program in the Hartford area. The President presented in substance the following background material.

Background

The Engineering, Science, and Management War Training Program

The University has by no means concentrated all its attention and its facilities on its own regularly enrolled students. Even before the United States had entered the war, the University was taking part in the Engineering, Science, and Management Defense Training Program of the U. S. Office of Education. Even prior to the organization of this program, the University had set up a Cooperative Apprentice Training Program for trainees in the Pratt and Whitney Plant of the United Aircraft Corporation.

In the ESMWT Program, courses of instruction in a large variety of fields are made available to persons who, through this training are able to work more effectively in war industries. These courses are planned to meet three major needs of persons employed in war industries. Refresher courses are given for those who wish to "brush up" on previous training; transfer courses retrain men for new jobs; while "up-grade" courses prepare men for advancement in a particular field.

Courses are offered in Hartford, Torrington, New Britain, New London, Middletown, Norwich, Putnam, and Danielson. However, the largest part of

the program is offered in Hartford. Through cooperation with the City of Hartford, many war training courses are taught at the Walter Camp School.

More than 12,500 registrants have been trained in the ESMWT Program for supervisory and executive positions in war-time industries in the Hartford area. More than 6000 have been and are registered in the New London, Torrington, and New Britain areas. Many of these 18,000 persons have taken more than one course, so that student course enrollments have been in excess of 25,000.

Thirty per cent of the students have been women and this proportion is increasing. At the present time there is a women's enrollment of 95% in some classes.

Largest registrations have been in the fields of engineering and allied subjects such as drafting, designing, metallurgy, mathematics, physics, chemistry, industrial management, safety engineering, electronics, shop theory, and engineering methods.

The University ESMWT Program is now one of the largest programs in the United States. Trainees from more than fifty war industries have been registered in more than 140 courses.

Ordnance Inspectors

Under the sponsorship of the Springfield Ordnance District and the University, there have been courses for the training of inspectors for government duty in war industry plants. One hundred and twenty-five persons have finished their courses and have been assigned to duty. A seventh group is now in training.

Radio Technicians

In cooperation with the Army Signal Corps and the National Association of Broadcasters, there was organized by the University a special school for radio technicians. There was an initial enrollment of 400, some of whom were in the Signal Corps Enlisted Reserve and of the latter group many have been called to duty by the Army. Many others are now serving the radio industry.

Several advanced courses in radio are now under way and enroll many who completed the elementary courses. Approximately 200 are enrolled in the advanced radio courses.

United Aircraft Trainees

The United Aircraft has assigned part-time students to an intensive course in drafting and has thus provided itself with draftsmen, layout men, and checkers. A tenth such group is now studying at the Hartford center of the University. Of the 250 who have taken the course, 190 were men and 60 were women.

The United Aircraft also sends to the center its machinists and tool-maker apprentices for engineering courses.

Industrial Supervision

For the Cushman Chuck Company, the center is conducting courses in industrial supervision. Faculty members go into the plant to instruct groups of foremen.

Similar classes for other industries are under consideration.

Adequate Building an Imperative Need

The Walter Camp School building is not well located. The most serious limitation is the size of the building. It is not large enough to house the many war training classes which have been scheduled. The University has been requested to establish additional sections. It will not be possible to do so in the Walter Camp School building. An increasing number of trainees in the near future will be women. The number of women to be trained will undoubtedly require a further expansion of the training program. The Walter Camp School is badly located for women who should be enrolled.

A suitable building should permit the installation of chemistry and physics laboratories, machine laboratories, drawing rooms, and the usual classrooms and offices. Approximately 30,000 square feet of floor space will be needed, exclusive of corridors, etc.

It is the judgment of the President that Hartford industries should assume responsibility for providing adequate facilities. From the standpoint of the University, it would be preferable if a suitable building were made available on a loan basis. Suitable buildings of this kind are scarce. It would be advantageous to the University if a large University building were provided to house the College of Insurance, the College of Law, the School of Nursing, the School of Social Work, and the Freshman-Sophomore Program in addition to the ESMWT Program. At present the University maintains and operates three buildings. It would be less expensive in money and personnel to have all University activities under one roof.

The President made it clear that he had not initiated activity for a new building. He further made it clear that he was not at all active in contacting the industrial leaders regarding such a building. He did, however, contact Alfred C. Fuller because of a letter which he received from Mr. Fuller as the President of the State Manufacturers Association. A copy of this letter was sent to the members of the Board during the winter. The President discussed the matter with Mr. McDonough at considerable length.

The President reported that some forty industries of the greater Waterbury area are campaigning for funds for the purpose of adding to the YMCA plant in Waterbury. Classrooms and laboratories are to be included in the new addition. These facilities will be available to the University without charge for the purpose of housing the industrial training program the University is now carrying on at the request of the industries of the greater Waterbury area.

Post-War Planning

Even before the shooting war ends, there will be a need for a rehabilitation and retraining program. There are already 600,000 men of the armed forces released as minor casualties who need to be rehabilitated. The retraining program will be a big one following the war. If a suitable

building is secured now it will be possible to make plans for extending the University's apprentice training program to many industries in the Hartford area. The University's program with the United Aircraft is proving successful and has the endorsement of the Pratt and Whitney and Hamilton divisions.

There has been a need for many years for a training program to fill the area between the trade school and the professional school of engineering. Most industries need few engineers but they do need many technicians. The post-war program should provide for the training of an adequate number of technicians at a low cost to trainees, to the industry, and to the State. The University is prepared to do its part in the training of these technicians.

Advisory committees should be set up representing industries to work with the University in determining the kind and the amounts of training needed to properly staff the industries with technicians and other workers.

Cooperation of State Government, University, and Industry

It is hoped that the industries of the Hartford area will assume responsibility for providing a suitable building and to equip it, the state to provide the operating funds as well as the administrative and supervisory services to trainees, the industries and the University to work out a plan for the financing of each trainee's training expense. Such a plan was worked out for the apprentice group in the Pratt and Whitney Division of the United Aircraft Corporation.

21. The President reported on registration for the fall semester. There will be

850	ASTP trainees
1200 (Approximately)	Civilian students

Of this number

850 (approximately) will be women
350 (approximately) will be men

As of September 16, approximately 500 new students have been admitted. Approximately 150 applications are pending. Approximately 100 have been refused admission because of unsatisfactory high school records.

A surprising number of applications is now coming in. It will not be possible to provide housing for these students who are applying so late. The President instructed the Admissions Office to refuse to accept out of state applications for the reason that there is insufficient housing to take care of applicants from within the state. In order to take care of the surprisingly high registration of women, Wood Hall, a dormitory for men, will be used this year to house 132 women (normal capacity 90 men). Male students will be housed in fraternity houses.

Because of the rationing of food and the shortage of kitchen workers, the University mailed a letter to the parents of every student stating:

1. All civilian students will be required to eat in Whitney Cafeteria.
2. Fixed meals will be served (no choice).
3. Students will be served on stainless steel compartment trays.

September 15, 1943

1164

22. The President discussed the feeding of Army trainees. The War Department allows \$1.25 per day per trainee. The University has been able to meet the menu and cost requirements of the Army contract. A brief summary of Dining Hall and Grill operations for July and August was presented. (See attached #3).
23. The President presented the University of Connecticut salary scale and steps. (See attached #4).

Respectfully submitted,

Lewis Fox
Secretary