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Board of Regents, Murray State Normal School

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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

October 7, 1924.

The Board of Regents of the Murray State Normal School met at 9:30 A. M. in the office of the President of the school as per resolution of adjournment at last meeting, McHenry Rhoads, presiding. Present: Mr. Rhoads, Mr. T. H. Stokes, Mrs. Laurine Wells Lovett, Mr. James F. Wilson, Mr. G. P. Thomas. Absent none.

Approval of Minutes

The minutes of September 11th ~~and 22nd~~ were read. Moved by Mr. Stokes, seconded by Mrs. Lovett, That the minutes be approved as read. Carried.

The minutes of September 23, 1924 were read. Moved by Mr. Thomas, seconded by Mrs. Lovett, That the minutes as read be approved. Carried.

Communications Relative to Women's Dormitory.

Letter from Jack Cole to T. H. Stokes, Vice Chairman, of September 25, 1924 was read; also letter of T. H. Stokes, Vice Chairman, to Jack Cole of September 26, 1924; also letter from G. P. Thomas, setting forth the law governing the matter of contracts and setting forth the course which the Board could legally pursue. (For letters, see files).

An informal discussion followed the reading of these communications.

At this time, George W. Katterjohn, whose bid for Women's Dormitory was next to the lowest was granted permission to present reasons why he thought he should be awarded contract. He submitted memorandum, showing how the cost of building could be reduced. (For memo, see files).

A Mr. Boyce of the Murray Marble and Granite Works was given permission to make statement relative to the cost of stone.

Mr. Jack Cole also appeared before the Board and set forth the reasons why he would not enter into contract to construct Women's Dormitory in accordance with his written proposal which had been accepted by the Board.

The Board recessed for luncheon at 12:02 P. M.

The Board reconvened at 1:40 P. M. All members present.

Mr. Jack Cole appeared before the Board and made a proposition to proceed with the construction of the Women's Dormitory for the sum of \$223,030.00 instead of \$204,774.00, the amount at which the contract was awarded him on September 23, 1924, claiming that he had failed to include stone in his estimate of cost.

Forfeit of Check for Failure to Enter into Contract.

Moved by Mr. Thomas, seconded by Mr. Stokes, That whereas Jack Cole, the lowest bidder for the construction of Women's Dormitory, whose bid was accepted by the Board of Regents at its September 23, 1924 meeting, having failed on request to execute a written contract and bond for the faithful performance of his undertaking, it is ordered by the Board of Regents of the Murray State Normal School that his deposit of \$10,000.00 be and the same is hereby forfeited and that Architect, G. Tandy Smith, Jr., proceed to advertise for bids for the construction of said building, proposition No. 1, general construction of the building and alternates affecting the same. Bids to be opened by the Board of Regents at a meeting to be held October 21, 1924 at 10:00 A. M. in the Murray State Normal School building. All bids to be marked, sealed and filed with Vice Chairman, T. H. Stokes, before 10:00 A. M. October 21, 1924.

Ayes, Mr. Thomas, Mr. Wilson, Mrs. Lovett, Mr. Stokes, Mr. Rhoads. Noes, none. Carried unanimously.

### Additional Communications

Letter read from Fischer Lime and Cement Company of Memphis, Tennessee, acknowledging receipt of Mr. Stokes' telegram relative to failure of general contractor to proceed with building.

Letter received and Mr. Stokes' action approved by the Board.

Letter read from W. G. Bush & Company, Nashville, Tennessee, relative to revision of prices of face brick.

Communication received and filed.

Letter from Netoffsky & Company, Louisville, Kentucky, relative to their bid on plumbing was read. No action deemed necessary in reference to matter.

Letter from Charles Tarris, Browns Grove, Kentucky, relative to the Veterans Act concerning tuition, incidental fees, dormitory privileges of World War Veterans.

Moved by Mr. Stokes, seconded by Mr. Thomas, That this matter be referred to the Attorney General for an opinion as to whether or not this Act applied to Murray. Carried.

Letter from J. B. Jefferson applying for Janitor. Referred to special Committee on janitors.

Letter from R. R. Friend, relative to the bond issue. Referred to the President to make such reply as he deems advisable.

### Attorney Employed

✓ Moved by Mrs. Lovett, seconded by Mr. Stokes, That Mr. G. P. Thomas be employed to represent the Board of Regents in case Jack Cole instituted suit to recover the \$10,000.00 certified check which was ordered forfeited because he failed to proceed with the erection of the Woman's Dormitory in accordance to agreement. Carried.

### Propositions for Ornamental Plants

Propositions were submitted for furnishing and setting ornamental plants and shrubs as follows:

Shupe Nurseries, Farmington, Kentucky, in accordance with plans submitted, \$1481.00

J. Clint Broach, Murray, Kentucky, quoted on plants but submitted no plans and specifications.

Davenport Quarry, Rivoli, Macon, Georgia, as per plans and specifications submitted by him, \$3593.11.

Moved by Mr. Wilson, seconded by Mr. Rhoads, That the propositions for furnishing and planting ornamental plants and shrubs be referred with power to a special committee composed of Mrs. Lovett, Mr. Stokes and Dr. Carr. Carried.

### Request for Water Privileges.

Mr. F. T. Rogers of Murray came before the Board and requested permission to purchase water from Board of Regents.

By common consent, his proposition was not deemed feasible and consequently rejected.

### Report of President.

Murray, Kentucky,  
October 7, 1924.

REPORT OF THE PRESIDENT

To the Honorable Members of the Board of Regents:

Enrollment and Organization.

The total enrollment to date for the fall semester is 340, or 64% greater than the fall semester of 1923. If this percent of gain is maintained, the enrollment will exceed 1100 for the current school year. A majority of all students is of college rank. All classes are represented.

Classes were organized promptly, and the regular schedule has been carried on since the second day of the semester. Most of the classes do not exceed 30 in number, but there are nine classes which exceed 40 and two classes which exceed 50. Some of the classes are too small. Six classes have fewer than 10 students each. College Latin 3; College French 9; College Physics 4; High School Physics 4; Plane Trigonometry 8; one section of English 9.

There is immediate need for a teacher of history to succeed Miss Hodge. There should also be a teacher of Education who can teach in one or two other subjects, especially French.

Transportation of Students for Practice and Observation.

Owing to the fact that the training school is a mile away from the Normal, there is a problem of transportation of students. A school hour is fifty minutes in length with five minutes allowed for passing of classes. There is not time to walk from the Normal School to the training school or vice versa without materially shortening the period which would be detrimental to the students. I, therefore, recommend that the school provide free transportation for these students which will cost approximately \$3.00 per day.

Lunch Room.

The lunch room has been in operation for almost a week, the sales have amounted from \$4.00 to \$6.00 per day. I have placed two students in charge temporarily--Miss Lochie Broach and Miss Annie Gatlin, but so far I have made no contract with them in reference to the remuneration they are to receive. Each devotes 3 to 5 hours per day. I recommend that each be employed at \$\_\_\_\_\_ per week for her services and in addition be given her noon day lunch.

Assistant Janitors.

I have appointed temporarily the following students as assistants to the janitor at the rate of \$1.00 per day each, or \$5.00 per school week--Linza Phillips, Ed Gibbs, Collie Barnett, Fred Hartsfield.

Each works approximately five hours per day. I recommend that my action be confirmed and that these students be employed from week to week at this rate.

Extension Classes.

On investigation, I find that at the University of Kentucky 75% of the receipts from tuition from correspondence students go to the instructors who prepare the outlines, correct papers, and give examinations to the students and that 25% are used for postage and other incidental expenses. At first, the work of preparing outlines are greater than it will be after the work is under way. I have appointed Mr. E. H. Smith to take charge of the work of organization.

Other schools are providing local men to take charge of study centers when as many as ten persons enroll. The person in charge works up the class and is responsible for the work done but final examinations and approval of work is under the regular normal instructor. Under such conditions, he receives one-half of fees collected. I recommend that the president be authorized to make such arrangements wherever he deems it advisable to do so.

Respectfully submitted, J. W. Carr, President.

Report received, ordered made a part of the minutes, and the recommendations considered separately.

✓ Moved by Mr. Stokes, seconded by Mr. Wilson, That the matter of transportation of students from the Normal to the training school in the High School building be referred to the President with power. Carried.

Moved by Mr. Stokes, seconded by Mr. Wilson, That the employment of persons to conduct the lunch room be referred to the President with power. Carried.

Moved by Mr. Thomas, seconded by Mrs. Lovett, That the temporary employment of Linza Phillips, Ed Gibbs, Collie Barnett and Fred Hartsfield as part time janitors at \$5.00 per week each be approved. Carried.

✓ Moved by Mrs. Lovett, seconded by Mr. Stokes, That the matter of additional compensation to members of faculty who conduct correspondence courses be referred to the President with power. Carried.

✓ Moved by Mr. Stokes, seconded by Mr. Thomas, That the President be authorized to employ persons other than members of the Normal School faculty to conduct extension courses in accordance with the terms of his recommendations provided such persons are college graduates, and he deems them otherwise qualified. Carried.

Employment of Teacher of History.

October 7, 1924.

To the Honorable Members of the Board of Regents:

I hereby recommend the appointment of Miss Ruth Stephens as instructor in the department of history, salary at the rate of \$2000.00 per calendar year, effective at the time she begins work in the Murray State Normal School.

Miss Stephens is a resident of Ballard County, a graduate of Western Kentucky Normal School, of Indiana University, has had one-half of the required work for Master's degree in the University of Chicago, has taught in the Paducah schools for a number of years, and for several years, has taught history in that institution.

Very truly yours,

J. W. Carr,  
President.

JWC:AK

✓ Moved by Mr. Stokes, seconded by Mr. Thomas, That Miss Ruth Stephens be employed as a teacher of history and related subjects, salary at the rate of \$2000.00 per calendar year or \$166.66 per calendar month, employment effective from the time she begins work, term to expire June 30, 1925. Ayes, Mr. Thomas, Mr. Wilson, Mrs. Lovett, Mr. Stokes, Mr. Rhoads. Noes none. Carried.

Course of Study.

Letter received from Elbert R. Mills relative to certain changes in course of study. Referred to the Normal Executive Council. (See files, for letter)

Moved by Mr. Thomas, seconded by Mr. Wilson, That the following bills be authorized to be paid when properly audited and found correct.

- Universal Scenic Studio, Inc., St. Paul, Minn.	\$1190.00
Howard D. Happy, Mayfield, Ky.	505.80
Howard D. Happy, Mayfield, Ky.	375.00
Olmsted Brothers, Brookline, Mass.	1000.00

Certificates.

September 23, 1924.

To the Board of Regents:

Ruth Petty has asked that the Murray State Normal School grant her a certificate.

We have investigated her record and find that she is entitled to a Provisional Elementary Certificate, second class, therefore, we the committee on certification and graduation recommend that Miss Ruth Petty be granted a Provisional Elementary Certificate, second class.

Respectfully,

J. H. Hutchinson	)	
J. G. Glasgow	)	Committee on
Belle Walker	)	Certification
		and Graduation

October 7, 1924.

To the Board of Regents:

Miss Willie B. Howard has asked that the Murray State Normal School grant her a certificate. She completed her work on June 6, 1924.

We have investigated her record and find that she is entitled to a College Elementary Certificate. Therefore, we the committee on certification and graduation recommend that Miss Willie B. Howard be granted a College Elementary Certificate.

Respectfully,

J. H. Hutchinson	)	Committee on
J. G. Glasgow	)	Certification
Belle Walker	)	and Graduation

Moved by Mr. Thomas, seconded by Mrs. Lovett, That list of persons recommended for certificates above be endorsed as presented and recommended by Committee on Certification; that the President of institution and Secretary of the Board be authorized to sign and fix thereto the seal of this institution, after which, the State Department of Education will approve same. Carried.

Adjournment

Moved by Mr. Thomas, seconded by Mrs. Lovett, That when the Board adjourns, it adjourn to meet in the Murray State Normal School building on Tuesday, October 21, 1924, at 9:30 A. M. Carried.

Adjourned.

McHenry Rhoads  
Chairman

Laurine Wells Lovett  
Secretary