

1-28-1926 12:00 AM

1926-01-28

Board of Regents, Murray State Normal School

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Board of Regents, Murray State Normal School, "1926-01-28" (1926). *Board of Regents Meeting Minutes*. 36.

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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

January 28, 1926

Pursuant to the call of the Chairman, Superintendent McHenry Rhoads, the Board of Regents of the Murray State Normal School met in regular session in the office of the Superintendent of Public Instruction in Frankfort, Kentucky, at 11:10 A. M., McHenry Rhoads, presiding. Present: Dr. McHenry Rhoads, Mrs. Laurine Wells Lovett, Mr. T. H. Stokes, Mr. G. P. Thomas, and Mr. James F. Wilson. Absent: None.

By common consent, the reading of the minutes of the last two previous meetings were postponed.

Report of Normal Executive Council

To the Board of Regents,
Murray State Normal School.

Honorable Members:

The Normal School Executive Council recommended the following changes in the Course of Study as printed in the Catalogue of the Murray State Normal School for 1925.

1. That Education 104, Technique of Teaching--Basic Subjects be made a three hour course.

2. That instead of Home Economics 101 and 102, the following courses be offered as electives:

Home Economics	100,	Food and Nutrition	2 hrs.
"	"	101, Food Preparation	2 "
"	"	102, Introduction to the Study of	
		Clothing	2 "
"	"	103, Clothing and Garment Making	2 "
"	"	104, House Furnishing and Decoration	

McHenry Rhoads)
F. C. Button) Executive Council
J. W. Carr)

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the report of the Normal Executive Council be received and the recommendations adopted. Carried.

Report of Auditing Committee

Murray, Kentucky,
January 19, 1926.

To the members of the Board of Regents:

Audit of the books of the Murray State Normal School on January 19, 1926, beginning October 1, 1925 up to and including December 31, 1925 shows a balance in the Bank of Murray, Murray, Kentucky of \$3,564.43, balance in the First National Bank of Murray, Kentucky of \$12,784.84, total \$16,289.27. This is balance of cash on hand shown by the books of the Treasurers, First National Bank and Bank of Murray.

I find there are outstanding checks as follows:

Bank of Murray

<u>Ck. #</u>	<u>Amt.</u>	
1508	4.28	
1510	22.00	
1536	166.67	
1562	121.43	
1582	123.85	438.23

Training School

The training school is the very heart of a teachers college. So far we have made only a beginning. We need a training school building similar to that recently dedicated at Bowling Green. The cost would approximate \$150,000.00 to \$200,000.00.

I recommend that the training school building be included in the request for specific appropriation from the Legislature.

I also recommend that the offer of the Paducah Schools to allow a certain number of teachers to receive their training in that city be accepted. See proposition. We shall need all available means for training during the second semester.

Administration of the Dormitory

I have not had the opportunity to make a careful study of the help at the dormitory since our last meeting. Only the following persons are now regularly employed:

Mrs. Mary W. Gardner, House Director
Mrs. Laura Henry, Director of Dining Service and Chief Cook
Mrs. V. B. Gardner, Cook

All other work is done by students. As greater duties have been placed on Mrs. Henry, I recommend that her salary be increased to \$2.50 per day and that Mrs. V. B. Gardner be paid \$2.00 per day for her services.

Insurance

After a long wait, the rating on the Women's Dormitory was obtained and the insurance placed for three years in accordance with the instruction of this Board as follows:

\$100,000.00 fire insurance on building at 4.075	-----	\$4075.00
30,000.00 " " " contents at 4.55	-----	1365.00
200,000.00 tornado " " building at .50	-----	1000.00
Total premium	-----	\$6440.00

It seems to me that the rate for fire insurance is entirely too high for a fireproof building. I shall endeavor to find out what steps can be taken to lower this rate.

I recommend the following at once:

- a. That contract be made with the city to extend fire protection to the Normal School.
- b. That a fire department be organized in the school, and that such department be provided with hose, and other necessary equipment.

Nightwatchman

There were trespassers on the property disturbing the persons at Wells Hall and making a nuisance of themselves in general. After consulting with Mr. Stokes, I appointed Mr. J. W. McKeel temporarily as nightwatchman at \$2.00 per night. He served from the 11th of November until December 15, 1925 when he quit. I recommend that my action be approved. I also recommend that a regular nightwatchman be appointed and his duties prescribed.

Janitor Service

Mr. Frank White has resigned as fireman, effective December 19, 1925, and Ed Gibbs, assistant janitor quit November 29, 1925.

I have employed B. J. Hoffman as fireman temporarily at \$90.00 per calendar month, effective January 2, 1926 and recommend that my action be approved.

Athletic Field

The athletic field has been extremely muddy this fall. It will continue to be so until it is tiled and sodded.

I recommend that it be tiled at once -- cost approximately \$400.00, that the custodian of grounds be directed to have the part used for foot ball sowed in grass early next spring.

Campus

As per direction of this Board, I have had approximately \$1000.00 worth of ornamental plants set on the campus by the Shupe Nursery Company, their proposition to furnish and set plants being the best.

I have also directed the supervisor of grounds to grade certain parts of campus, and to break ground and fertilize same and sow grass on certain parts of campus. This work so far as practicable is being done by students, other parts by the day. I have also directed that the driveways be repaired where needed.

I recommend that my action be approved.

Use of Gymnasium

At a recent meeting of this Board, the matter of allowing the high schools of this vicinity to use the gymnasium was referred to the President with power. I prepared rules as set forth in Exhibit C. You will note that a fee of \$5.00 per game and \$1.00 per practice period is charged to cover cost of heat, light, water and janitor service. I recommend that my action be approved.

Post Office

✓ An inspector has promised to make a report on the establishment of a branch Post Office at the Murray State Normal School at an early date. If the office is established, it will be necessary to provide the suitable room and equipment. ✓

I recommend that in case the sub-station is granted that a portion of the basement in the Auditorium Building be set apart for use of sub-station and that a committee be appointed with power to make necessary changes in the basement, purchase such equipment as may be necessary and to perform such other duties as may be necessary to open and to operate the substation.

Curbing and Additional Driveway

Persons are driving on campus, in some instances are damaging shrubbery. I recommend that the Board authorize the construction of curbing along driveways in front of buildings.

I also recommend that an additional concrete driveway be constructed in front of Wells Hall.

Additional Equipment

There is need of additional equipment in various departments of the school. I recommend that a committee of this Board be authorized to purchase same, provided the budget allowance for equipment is not exceeded \$_____.

Leaks in Roofs

Forbes Manufacturing Company have employed Lochridge & Ridgway to make necessary repairs on roof of Administration building. The last rain showed there were still some leaks, but I have the assurance that they will be repaired.

There are still some leaks in the roof of Wells Hall, but Architect Smith assures me that they will be repaired.

Budget

✓ The expenditures for six months show that the budget allowance in some accounts were too low, and in others too high. I recommend that changes from one account to another be authorized, provided that the total budget allowance be not exceeded.

At 12:00 noon, the Board recessed for luncheon.

The Board reconvened at 2:00 P. M. Present: Mr. Stokes, Mrs. Lovett, Mr. Wilson and Mr. Thomas. Absent Dr. Rhoads.

Certification of Teachers

Murray, Kentucky,
January 19, 1926

To the Board of Regents,
Murray State Normal School:

As per the duties assigned to the Committee on Certification and Graduation, we report as follows:

1. We have examined the credentials in reference to age and moral character of each of the persons listed below and it is our opinion that each person fills the requirements in regard to age and moral worth.

2. We have examined the grades and official records of each person listed in this section of the report and recommend that the following persons be granted the ADVANCED CERTIFICATE, valid for three years and renewable for life after three years' successful teaching, on conditions set forth in the laws, as each has completed the course of study for such certificate and has at least sixty-four (64) semester hours of credit.

1. Crawford, B. H.
2. Hall, Floyd
3. Parker, Louisa
4. Wilcox, Eppie

3. We further recommend that the person listed in this section of the report be granted the COLLEGE ELEMENTARY CERTIFICATE, valid for two years, as she has had at least thirty-two (32) semester hours of credit, and has fulfilled all other requirements for such a certificate.

1. Holloway, Christine

4. We further recommend that the person listed in this section of the report be granted the PROVISIONAL ELEMENTARY CERTIFICATE of the first class, valid for two years, as he has at least eight (8) units of credit and has fulfilled all other requirements for such a certificate.

1. Kaler, Louie

5. We further recommend that the persons listed in this section of the report be granted the PROVISIONAL ELEMENTARY CERTIFICATE of the second class, valid for two years, as they have at least four (4) units of credit and have fulfilled all other requirements for such a certificate.

1. Barnett, Gretchen
2. Grissom, Larrayne
3. Randall, Edna
4. Wrather, Powell

Very truly yours,

W. R. Bourne, Chmn.
C. S. Lowry
Mary W. Moss
W. J. Caplinger
Chas. Hire
J. G. Glasgow

Moved by Mr. Wilson,, seconded by Mrs. Lovett, That list of persons recommended for certificates and diplomas above be endorsed as presented and recommended by Committee on Certification; that the President of the 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.

Photographs

Moved by Mrs. Lovett, seconded by Mr. Thomas, That the President send State Superintendent Rhoads an assortment of photographs of the school. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the President be authorized to have a suitable picture made from the photograph of Mr. Thomas P. Norris of Guthrie, Kentucky, the founder of the Thomas P. Norris Student Loan Fund. Carried.

Sundry Reports

Moved by Mr. Thomas, seconded by Mr. Wilson, That the sundry reports submitted by different committees and the President be received and placed on file and the action of these committees and the President be approved. Carried.

Attorneys Fee

After the reading of the communication from Mr. Thomas relative to the attorney's fee in the Jack Cole suit, it was moved by Mrs. Lovett, seconded by Mr. Wilson, that the fee of \$500.00 due Mr. Thomas for services rendered in the above suit be paid from the student fund. Ayes, Mrs. Lovett, Mr. Wilson, Mr. Stokes. Noes, none. Mr. Thomas present but not voting. Carried.

Curbing

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the President be requested to get estimates on curbing for the driveway and submit same to Board at its next meeting. Carried.

Driveway

Moved by Mrs. Lovett, seconded by Mr. Thomas, That the Committee on Grounds be authorized to construct an extra concrete driveway in front of Wells Hall. Carried.

State Budget Committee ✓✓

On request, the Board appeared before the State Budget Committee and after thanking the Committee for liberal appropriations made two years ago, set forth briefly how the funds had been expended, and requested the members of the Committee to visit the school. A request was made for funds for a training school, a men's dormitory, a central heating and power plant and necessary equipment.

Claims

The President submitted the following claims and asked direction concerning payment of same.

G. Tandy Smith, Jr., Paducah, Ky.	Balance on Contract-----	\$442.00
Robert L. Tyree, Paducah, Ky.	Extra painting-----	32.85
Lamon Neale	Firing on Sunday-----	12.50
Fischer Heating Co., Memphis, Tenn.	Balance on Contract-----	500.00
Redmon Heating Co., Louisville, Ky.	Balance on Contract-----	529.00
W. E. Gore, Louisville, Ky.	Balance on Contract-----	353.95
Ed Hannan, Paducah, Ky.	Balance on Contract-----	358.00
	Boiler Contract-----	1626.00
	Connecting Domestic Science Tables-----	19.05
	Extra Plumbing and Steam Work, Cafeteria	758.62
	" " Bath over Matron's room-----	317.10
	Labor on Tables-----	148.95
	" " Ice Machine-----	378.76

Moved by Mr. Wilson, seconded by Mr. Thomas, That the President be authorized to pay each in accordance with the rules of the Board. Ayes, Mr. Wilson, Mr. Thomas, Mr. Stokes, Mrs. Lovett. Noes, none. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That this Board do now adjourn subject to the call of the Cahirman or Vice Cahirman. Carried.

Adjourned.

McHenry Rhoads

Laurine Wells Lovett