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Board of Regents, Murray State Normal School

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MINUTES OF BOARD OF REGENTS  
MURRAY STATE TEACHERS COLLEGE

May 29, 1936

The Board of Regents of Murray State Teachers College met at 2:00 P. M. May 29, 1936, in the office of the President, as per the call of the Chairman. Mr. T. H. Stokes, Mr. B. L. Trevathan and Dr. C. E. Crume were present. In the absence of Chairman H. W. Peters and Vice Chairman Bunk Gardner, Mr. B. L. Trevathan was elected Chairman Pro Tem of this meeting.

Reading of the Minutes

The reading of the minutes was dispensed with for the present.

Faculty and Administrative Staff; President Authorized To Employ Cooks, Janitors and Other Minor Workers

Dr. Richmond submitted to the Board recommendations for the employment of the faculty and administrative staff. He stated that, in these recommendations, amounts had been filled in for some other employees, including cooks, janitors and others whose work is not of an administrative nature; he said that he should like to have authority, if it is agreeable to the Board, to make these selections and employ these persons a little later on.

Motion was made by Mr. Stokes that Dr. James H. Richmond have the power to select and hire cooks, janitors and other minor workers. This motion was seconded by Dr. Crume and was carried unanimously.

President Authorized To Employ Professor of Agriculture

Dr. Richmond stated that he should like to have authority, later, to select a Professor of Agriculture, subject to the final approval of the Board of Regents. He said that this would be an advantage, inasmuch as we do not know just how soon we want this person to begin work, if he had the authority to employ the man when he has definitely decided whom he wants to employ. He added that he had about made up his mind as to whom he wants for the position.

Motion was made by Dr. Crume that the Board of Regents give Dr. James H. Richmond authority to employ an Agriculture teacher, subject to the final approval of the Board. This motion was seconded by Mr. Stokes and was carried unanimously.

Miss Gwendolyn Haynes Situation

Dr. Richmond called the attention of the Board to the situation with reference to Miss Gwendolyn Haynes, who was a member of our faculty four years ago, stating that Miss Haynes had studied in the University of Louisville since the expiration of her contract for the summer session of 1932 and expected to receive her degree from there this spring. He stated, further, that Miss Haynes is laboring under the impression that she will be reemployed on this faculty when she receives her degree. Dr. Richmond added that Miss Haynes had taken up this matter with Judge Gardner who, in turn, had brought it to his attention, and that Judge Gardner seems to think that we should bring Miss Haynes back to our faculty. Dr. Richmond said that this matter should be given careful thought before action is taken and that we should take into consideration the fact that Miss Haynes' employment, when she was here before, was on a part-time basis - part of her time being used and paid for by the City Schools of Murray. This matter was left open for further discussion when Judge Gardner is present.

### Faculty and Administrative Staff

Dr. Richmond, next, distributed to the members of the Board the report with reference to salaries and recommendations for the election of the faculty and administrative staff for the coming year. He stated that, for several days, Mr. Broach, Dr. Carr and he had been working on this report and that, because he had to go out of town to deliver commencement addresses, he had asked Dr. Carr to make the report to him; he said that, when this report is discussed and perhaps modified, he would sign it and make it his report to the Board. Dr. Richmond reported that they had discussed two different plans regarding the payment of salaries. One plan, submitted by Dr. Carr, is a policy which was suggested by Dr. Hire and other members of the faculty, and which, in substance, is this: to employ Dr. Hire, for example, for next year beginning July 1, 1936, and employ him until the end of the second semester (which will approximately be June 1, 1937). Under this plan, we would make one contract with Dr. Hire for this period, and on a salary rate of \$3,000.00, we would pay him \$2,750.00, then, we would make a separate contract for the month of June, that contract to be determined by the amount of money we have in the treasury at that time with which to pay. The purpose of that plan is to avoid undue criticism and, at the same time, balance our budget. This policy, Dr. Richmond added, has another phase, namely, if we want to employ somebody else for the summer session and permit some of the regular members of the faculty, either at their suggestion or ours, to travel, to rest or to study, it would give us an opportunity of employing somebody for the summer at a smaller amount of money than would be paid to a regular member of the faculty. Dr. Richmond requested the Board not to pass today on which of these policies with reference to contracts would be accepted, the present plan or the one just discussed, but to wait until Mr. Broach or he could ascertain whether or not it will be agreeable with the State authorities for us to follow this new plan. Dr. Richmond said that he hoped the State officers would accept this plan and, if they did, he would recommend it for adoption at the next meeting of the Board.

### Mr. G. A. Murphey Granted Leave of Absence

Next, Dr. Richmond stated to the Board that Mr. G. A. Murphey had asked for a leave of absence from June 1, 1936 to June 1, 1937, and that this request had been granted.

### Dr. Hugh L. Houston Nominated for Part-Time College Physician

Dr. Richmond reported to the Board that he had come to the conclusion that we are going to have to get along with a part-time Doctor, stating that we will do better to get a part-time Doctor with sound training than to try to employ a full-time Doctor who is competent and who will be content to practice full time for the small salary we are able to pay. At this point, Dr. Richmond recommended Dr. Hugh L. Houston as part-time College Physician at a salary of \$900.00, and his name was added to the typed recommendations.

### Resignation of Mr. J. G. Glasgow

Dr. Richmond reported to the Board of Regents that Mr. J. G. Glasgow had resigned as a member of the faculty on account of failing health, and that he had accepted this resignation reluctantly because of Mr. Glasgow's long years of splendid service to this college, and that he had written him to that effect, thanking him for his devotion and splendid service to our school. It was a matter of deep regret to the Board that Mr. Glasgow had severed his official connection with the college.

### Mr. L. R. Putnam Reemployed Conditionally

Next, Dr. Richmond advised the Board of the report on the work of Mr. L. R. Putnam, which was made by Mr. Burnet C. Tuthill who officially inspected the Music Department of our college for the National Association of Schools of Music. Dr. Richmond called attention to the fact that Murray State Teachers College was admitted to provisional membership in this Association last year and that it behooves us to make the improvements recommended by its official representative in order that we may receive full membership in the Association. Dr. Richmond reported that he had advised Mr. Putnam of the criticism of Mr. Tuthill and stated to him that only on the condition that he comply with Mr. Tuthill's suggestion and take some specific courses this summer under the instruction of a certain person, could he recommend him for further employment after the termination of his present contract.

Motion was made by Mr. Stokes that Mr. L. R. Putnam be reemployed, provided he will carry out the specific plan, outlined to him by Dr. Richmond, with reference to taking work during the summer. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Dr. Crume, aye; Mr. Trevathan, aye.

### Mr. Theo. A. Sanford Employed on Faculty during Miss Whitnah's Leave

Dr. Richmond reported that he had notified Mr. Theo. A. Sanford that he would be recommended for the position of Critic Teacher of Science in the Training School to take the place of Miss Roberta Whitnah, who has been granted a leave of absence this summer, to be paid on the same basis as she was paid, \$150.00 per calendar month.

Motion was made by Mr. Stokes that Mr. Theo. A. Sanford be employed as Critic Teacher of Science in the Training School for the summer session at a salary of \$150.00 per calendar month beginning June 8, 1936, and continuing until August 15, 1936. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Dr. Crume, aye; Mr. Trevathan, aye.

### Miss Mabel Gude Elected Dean of Women

Next, Dr. Richmond called the attention of the Board of Regents to the fine record made and the splendid satisfaction given by Miss Mabel Gude during the past year, while she was temporarily serving as Dean of Women and Teacher of English. He stated that conditions were such that he had decided to recommend that Miss Gude be reemployed.

Dr. Richmond, then, nominated Miss Mabel Gude for the position of Dean of Women at the salary rate of \$1,900.00 per year, beginning September 15, 1936.

Motion was made by Mr. Stokes that Miss Mabel Gude be elected a member of the faculty to serve as Dean of Women, at the salary rate of \$1,900.00 per year, beginning September 15, 1936. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Dr. Crume, aye; Mr. Trevathan, aye.

### Election of Faculty and Administrative Staff

Finally, Dr. Richmond stated to the Board that the report and recommendations with reference to the election of the faculty and administrative staff, which Dr. Carr had prepared and which Mr. Broach and he had gone over with him, was his report. He added that he had not recommended any reductions in salaries, because we are already paying the lowest salaries in the State, and that he thought we could

render more efficient service by cutting down on the number of jobs. He said that he thought the plan and recommendations which he had submitted to the Board would work out satisfactorily if the State will let us contract twice, or if they will allow us to contract as we did this year and pay whatever we can for next June.

Motion was made by Mr. Stokes that the recommendations of Dr. Richmond, as outlined in the report submitted to the Board, be approved and the members of the faculty and administrative staff be employed, as recommended, at the salaries designated. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Dr. Crume, aye; Mr. Trevathan, aye.

Dr. Richmond, then, expressed his appreciation to the Business Manager and to Dr. Carr, who assisted at his request, for their services in connection with the preparation of the budget with reference to the employment of the faculty and staff. He stated that divers duties in Frankfort and his absence while delivering commencement addresses, etc., had prevented his being here to do it, himself.

#### "Purchase of Rainey T. Wells Property

Motion was made by Mr. Stokes that the Board of Regents recommend to the Board of Public Property the purchase of the Rainey T. Wells property at \$20,000.00 and that the deed be made at the earliest possible moment. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Mr. Peters, aye." - Extract Minutes of May 15, 1936

#### Repairs and Improvements for President's Home

Dr. Richmond called the attention of the Board of Regents to the tentative plans, made sometime ago, to purchase the Wells home for the President's home. He stated that, of course, these plans rest with the Governor and his Board. He added that, in accordance with recent action of the Board of Regents, our architect, G. Tandy Smith, Jr., had prepared specific plans and drawings for the remodeling of the President's home. At this time, Mr. Smith submitted his report and calculations to the Board.

Motion was made by Mr. Stokes that the architect's figures on the remodeling of the Wells home be accepted tentatively and we request the Governor to allow us \$5,450.00 for these repairs and improvements. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Dr. Crume, aye; Mr. Trevathan, aye.

#### Redecorating Wells Hall and Refurnishing the Parlors

Mr. R. E. Broach, Business Manager, reported to the Board that he had been giving consideration to redecorating Wells Hall and to refurnishing the parlors; he read prices for the redecorating and purchasing of additional furniture, making a total cost of approximately \$2,700.00. Dr. Richmond recommended that the President and Business Manager be authorized and instructed to expend not to exceed \$2,700.00 for repairing and refurnishing the buildings.

Motion was made by Dr. Crume that the Board approve the expenditure of a sum not exceeding \$2,700.00 for repairing and refurnishing the buildings. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, nay; Dr. Crume, aye; Mr. Trevathan, aye.

Grade Line of Street in front of Physical Education Building

Dr. Richmond called attention to the situation with reference to the grade line in front of the Physical Education Building and said that he should like to know what this Board would do if the Highway Commission contends for us to pay the cost of changing the grade line. This matter was explained in detail to the Board by the Architect, but no definite action was taken.

Bond of W. G. Bush & Company Approved

The bond of W. G. Bush & Company, Nashville, Tennessee, for furnishing the brick for the Physical Education and Home Economics Buildings was presented to the Board, approved and filed.

Change Order No. 1, Physical Education and Home Economics Buildings, Docket No. Ky-1062-R, Approved

The attention of the Board was called to the letter of May 19, 1936, from Mr. Geo. H. Sager, Jr., State Director (Kentucky) Federal Emergency Administration of Public Works, in which he enclosed approved Change Order No. 1, involving an addition to the project (Docket No. Ky-1062-R) in the amount of \$3,064.95. This letter and the Change Order were received and filed.

Adjournment

Motion was made, seconded and carried that the Board adjourn to meet again at the call of the Chairman.



Chairman



Secretary