



1-15-1937 10:00 AM

1937-01-15

Board of Regents, Murray State Normal School

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MINUTES OF BOARD OF REGENTSMURRAY STATE TEACHERS COLLEGE

January 15, 1937

The Board of Regents of Murray State Teachers College met in the office of the President at 10:00 A. M. Friday, January 15, 1937, for the regular quarterly meeting. Dr. C. E. Crume, Judge Charles Ferguson, Mr. Joe Rogers and Superintendent Harry W. Peters were present. Chairman Harry W. Peters presided.

Report of the President

Copies of the President's report were distributed to the members of the Board, and the report was read by Dr. Richmond, as follows:

REPORT OF THE PRESIDENT TO THE BOARD OF REGENTS
OF MURRAY STATE TEACHERS COLLEGE

January 15, 1937

The Honorable Board of Regents
Murray State Teachers College
Murray, Kentucky

Gentlemen:

Due to an unexpected call to Frankfort, which kept me out of the office on Monday and Tuesday of this week, and the brief illness of Miss Breckenridge, I have found it impossible to dictate detailed agenda for this meeting but will outline briefly the various matters that should be considered by the Board, which are as follows:

- I. Illness of Dr. John W. Carr and his resignation as Treasurer of the College.
- II. Progress of W. P. A. work on Physical Education and Home Economics Buildings:
 - A. On November 30, 1936, check for \$26,363.70, payment on grant from Federal Government for construction of Physical Education and Home Economics Buildings, was received from Mr. J. S. Kemp, Disbursing Clerk, Federal Emergency Administration Public Works, Washington, D. C.
 - B. Procedure in furnishing and equipping these two new buildings ready for use.
 - C. On December 10, 1936, I sent to Mr. Geo. H. Sager, Jr., the request of Mr. Jack Cole, Contractor, that the requirements be waived with reference to the number of hours certain employees are permitted to work and that he be permitted to use carpenters, plasterers and plasterer helpers on a 40 hour per week basis, beginning December 5 and continuing until the completion of the project.

On December 15, 1936, a letter was received from Mr. Sager granting authority to increase the maximum hours of work to eight

hours a day and forty hours a week, in lieu of eight hours a day and one hundred and thirty hours a month, for plasterers only, effective during any weekly payroll period ending after December 18, 1936, with the provision that, upon the Resident Engineer Inspector's recommendation, the State Director will approve the extension of the period of relaxation until the completion of the project. The request for relaxation of hours for carpenters and plasterer helpers was disapproved.

D. December 7, 1936, I wrote Mr. Geo. H. Sager, Jr., asking that he make an addenda to his letter of July 14, 1936, and approve the relaxation of hours for the apprentice bricklayers, which he had declined to do at that time. On December 9, 1936, I received a letter from Mr. Sager granting this relaxation of hours for brick masons helper, since it was included in our original request of June 30, 1936 for relaxation of hours. In this connection, it was necessary that the Schedule of Minimum Wage Rates for bricklayer apprentice be sent to Mr. Sager for his approval; and, in his letter of December 12, 1936, Mr. Sager enclosed approved Minimum Wage Scale for Bricklayers Apprentice at \$.45 per hour.

E. Change Orders:

1. Change Orders Nos. 10-1-8, 11-1-9, 12-1-10 and 13-1-11, which were approved by the Executive Committee of the Board of Regents, have been approved by Mr. Geo. H. Sager, Jr., and returned, under date of December 29, 1936. Since the last meeting of the Board of Regents, it has been found necessary to make the changes requested in the above mentioned Change Orders. I am submitting the action of the Executive Committee for formal approval by the Board.
2. Change Order No. 14-1-12, covering the change in the heating plant of the Physical Education Building, has also been forwarded to Mr. Sager for his approval; and on January 5, 1937, he mailed me the approved Change Order, which does not involve the expenditure of any additional money.
3. On January 11, 1937, Mr. Geo. H. Sager, Jr., mailed me Project Change Order No. 15-P-3, authorizing the extension of time for the completion of the entire project to and including March 15, 1937.

F. Insurance by Contractor and Subcontractors.

G. Request of Holifield, McDonald & Boaz, Legal Advisers, for partial payment of \$750.00 on their fees in connection with loan and grant of Murray State Teachers College from the Public Works Administration for the construction of the Physical Education and Home Economics Buildings.

III. President's Home.

✓ IV. Scholarship Fraternities.

V. R. O. T. C.

- VI. Art Teacher - Mrs. Dorothy C. Rowlett's salary.
- VII. College News report.
- VIII. Report of Committee on Entrance, Credits, Certification and Graduation.
- IX. Dr. Rainey T. Wells' Gift of \$100.00.
- X. Financial Report - Mr. R. E. Broach, Business Manager.
- XI. Report of Committee on Buildings and Grounds.
- XII. General Report of Conditions at the College.

Respectfully submitted,

James H. Richmond,
President

JHR:TB

Dr. John W. Carr's Illness, Resignation as Treasurer and Leave of Absence; Miss Alice Keys Elected Treasurer

President Richmond reported to the Board that, during the Christmas holidays, Dr. John W. Carr suffered a nervous breakdown, that he had requested a short leave of absence, which he had granted him, and had gone to the Battle Creek Sanitarium, Battle Creek, Michigan, for examination and rest. Dr. Richmond added that, since reaching Battle Creek, Dr. Carr had telegraphed and written him to the effect that he thought the doctors would find nothing wrong with him which could not be cured by a good rest and, if that is the case, he would want to go to South America and be gone until about April. Dr. Richmond advised the Board further that on January 5, 1937, Dr. John W. Carr had offered his resignation as Treasurer, to become effective at the earliest time possible.

Motion was made by Dr. Crume that the Board accept with regret Dr. John W. Carr's resignation as Treasurer of the Board of Regents of the Murray State Teachers College and instruct the President to notify him of this action and express our appreciation for his services in this capacity, and further that Miss Alice Keys be elected to fill the position of Treasurer of the Board of Regents of Murray State Teachers College, that she shall serve without pay and that she shall give bond in the sum of \$10,000.00 with some acceptable trust company as surety, the premium on which bond shall be paid by the Murray State Teachers College. This motion was seconded by Mr. Rogers, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Dr. Richmond recommended that Dr. John W. Carr be granted a leave of absence until April, as requested.

Motion was made by Dr. Crume, and seconded by Mr. Rogers, that the Board approve the President's recommendation and grant Dr. John W. Carr a leave of absence until April, as requested. The roll was called on the adoption of this motion with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Progress of P. W. A. Building Program - Home Economics and Physical Education Buildings; Change Orders

Dr. Richmond stated that the Home Economics Building would be ready for occupancy within three weeks and that work is progressing on the Physical Education Building:

Dr. Richmond reported that on inquiry of Mr. Geo. H. Sager, Jr., as to the proper procedure in purchasing furniture and equipment for the two new buildings, he had been advised to secure bids for the furniture and equipment for each building as a whole. In discussing this procedure, however, it was the opinion of some of the members of the Board, including the Chairman, that in many cases, it might be more advantageous to purchase various kinds of equipment from concerns which specialize in them rather than to have the contract for all the furniture and equipment awarded to one company, which would make it necessary for this company to subcontract for a great portion of the equipment.

The President's report concerning the Change Orders and the Change Orders, themselves, were received and filed.

A. E. (Jack) Cole, Contractor, Requested Extension of Time

Dr. Richmond called special attention to the fact that even though we have received the approval of Project Change Order No. 15-P-3, authorizing the extension of time for the completion of the entire project to March 15, 1937, it is necessary that we now request that Mr. A. E. (Jack) Cole, Contractor, be granted an extension of time for the completion of his contract.

Motion was made by Dr. Crume that the Board approve the request of Mr. A. E. (Jack) Cole, Contractor, for a ninety-day extension on the completion of his contract for the construction of the Physical Education and Home Economics Buildings, and that we recommend to Mr. Geo. H. Sager, Jr., State Director of the Federal Emergency Administration of Public Works, that this extension be granted. This motion was seconded by Mr. Rogers, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Holifield, McDonald & Boaz Allowed \$750.00

Dr. Richmond recommended that the Board of Regents pay Holifield, McDonald & Boaz, Legal Advisers, \$750.00 on account for services in connection with the grant to Murray State Teachers College from the Public Works Administration for the construction of the Physical Education and Home Economics Buildings.

Motion was made by Mr. Rogers that the Board pay Holifield, McDonald & Boaz \$750.00 on account, as recommended by the President. This motion was seconded by Judge Ferguson, and the roll call on its adoption resulted as follows: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

President's Home - Funds for Decoration Requested of Governor

The President recommended that the Executive Committee of the Board of Regents consider the tentative estimates of the decorators, who are figuring on decorating the President's home, and that he be authorized, after consultation with the Executive Committee, to make specific request for the allocation of a definite amount of money from the Governor's Emergency Fund for decorating purposes.

Motion was made by Dr. Crume that the President's recommendation be accepted and that he be directed to make a specific request of Gov. A. B. Chandler for the allocation of a definite amount of money from his Emergency Fund for decorating the President's Home. This motion was seconded by Mr. Rogers, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

✓ Scholarship Fraternities

Dr. Richmond reported to the Board that he had received requests from various student groups and members of the faculty for permission to organize certain scholarship fraternities. He stated that he had come to the conclusion that it would be conducive to better study in the student body to permit the establishment of certain well recognized scholarship fraternities or honor fraternities. He recommended to the Board, therefore, that the President be permitted to consider favorably applications of that character and stated that, certainly, before they are definitely acted upon, they should be submitted to the Board.

Motion was made by Mr. Rogers that the Board of Regents authorize the establishing of scholarship fraternities and also give the President full power to handle all of the business concerning fraternities. This motion was seconded by Dr. Crume, and was carried unanimously.

R. O. T. C.

Dr. Richmond stated that some requests had been made of him to secure a unit of the Reserve Officers Training Corps for this college, that he thought it would be a good thing and that he had asked the male contingent of the student body to have a meeting, discuss the situation and let him know whether or not they wanted this training. He said that he thought the establishment of this unit would be helpful to the college and would certainly offer the young men an opportunity for splendid training.

Motion was made by Judge Ferguson that the Board give permission for the establishment of a R. O. T. C. unit and request the President to make application for it. This motion was seconded by Mr. Rogers, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

College News Report

The President reported that Edward Freeman, Business Manager of The College News, had filed a report with him which showed that they had cleared \$243.41 on advertising in three issues of the college paper, which is a splendid record. This report was received and filed.

Salary of Mrs. Dorothy C. Rowlett

Dr. Richmond reported that when Mrs. Dorothy C. Rowlett was employed to do part-time teaching in the Art Department, her teaching load had not been definitely fixed; therefore, her salary was not determined. He stated that her salary had been fixed at \$75.00 per calendar month beginning September 28, 1936 and that her employment, as she knew, would be only temporary, because she is a married woman and is not eligible, therefore, for permanent employment on our faculty.

Motion was made by Dr. Crume, and seconded by Mr. Rogers, that the Board accept the President's report and approve his action in fixing the salary of Mrs. Dorothy C. Rowlett at \$75.00 per calendar month. The roll was called on the adoption of this motion with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

President Authorized To Employ Art Teacher

Dr. Richmond stated that he should like to have specific authority, in the event he can find some one for the following semester, to employ another person as a regular member of the

faculty in the Art Department, since our former Head of the Department, Miss Margaret Wooldridge, has married and since Mrs. Rowlett has been employed only temporarily.

Motion was made by Judge Ferguson that the President's request be granted and that he be authorized to employ an additional member of faculty in the Art Department. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Report of Entrance, Credits, Certification and Graduation Committee

Dr. Richmond submitted the report of the Committee on Entrance, Credits, Certification and Graduation, as follows:

January 15, 1937

To the Board of Regents
Murray State Teachers College

Gentlemen:

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

1. We recommend that the COLLEGE CERTIFICATES of the persons named below be renewed for life, as each has taught successfully for three years since his certificate was issued and has fulfilled all other requirements as set forth in the law.

Chambers, Mary Hughes	Weatherspoon, James Lowell
Hendon, Cleo	Wyman, Ruth Marie
Pryor, Jessye Lovelace	

2. We recommend that the STANDARD CERTIFICATE of the person named below be renewed for life, as she has taught successfully for three years since her certificate was issued and has fulfilled all other requirements as set forth in the law.

Davis, Lillie Reed

3. We recommend that the STANDARD CERTIFICATE of the person named below be renewed as provided by law upon sixteen semester hours, as she has earned at least sixteen semester hours since her certificate was issued and has fulfilled all other requirements as set forth in the law, the renewal date to be September 21, 1936.

Cook, Artie (Mrs. Alex Smith)

4. We recommend that the STANDARD CERTIFICATE of the person named below be renewed as provided by law upon sixteen semester hours, as she has earned at least sixteen semester hours since her certificate was issued and has fulfilled all other requirements as set forth in the law.

Kingins, Lucile (Mrs. Sherwood Potts)

Very truly yours,

Cleo Gillis Hester
Herbert Drennon
Alfred Wolfson
G. T. Hicks
Floy Robbins

Motion was made by Mr. Rogers that the Board accept the recommendations of the Committee on Entrance, Credits, Certification and Graduation and renew the certificates in accordance with said recommendations. This motion was seconded by Judge Ferguson, and the roll was called on its

adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Dr. Rainey T. Wells' Gift of \$100.00

Dr. Richmond called attention to correspondence with Dr. Rainey T. Wells with reference to the gift of \$100.00 which he made to the Murray State Teachers College by virtue of not receiving rent for the President's home during the last month of his contract. He stated that, sincethis rent for June was not paid before the close of the last fiscal year, June 30, 1936, under the new set up in the Finance Department at Frankfort, there is no provision for paying it now; therefore, Dr. Wells had very generously waived his claim for this month's rent, thereby making a gift of \$100.00 to the college.

Motion was made by Dr. Crume that the Board accept and acknowledge Dr. Rainey T. Wells' donation of \$100.00 on rent for the President's home and direct the President to write him a letter expressing appreciation for the same. This motion was seconded by Judge Ferguson, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Music Department Granted Full Membership in National Association of Schools of Music

Dr. Richmond reported to the Board that at the December meeting of the National Association of Schools of Music, the Murray State Teachers College was accorded full membership in this Association. He added that this distinction belongs to no other college in Kentucky and to only three others in the entire South. This report was gladly received.

Financial Report of R. E. Broach, Business Manager

The report of Mr. R. E. Broach, Business Manager, as to the financial condition of the college was next called to the attention of the Board, and Mr. Broach explained that while the expenditures on some items of the budget had exceeded expectations others had fallen below the estimate, and the budget as a whole is in good condition. The financial reports were received and filed.

Roof on Men's Dormitory

The attention of the Board was called to the fact that the roof on the Men's Dormitory is still in bad condition and as a result the heavy rains are continuing to damage the building. Dr. Richmond recommended that the Board authorize that definite action be taken immediately with reference to the repair of the roof.

Motion was made by Mr. Rogers that this matter of the repair of the roofs on college buildings be placed in the hands of the Executive Committee with full power to act and bring suit against the responsible persons or companies if necessary. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Report of Committee on Buildings and Grounds

Dr. Richmond presented the report of the Committee on Buildings and Grounds and recommended that it be accepted, as follows:

Murray, Kentucky
January 15, 1937

Dr. James H. Richmond, President
Murray State Teachers College
Murray, Kentucky

Dear Sir:

Your committee appointed to consider automobile parking on the campus of Murray State Teachers College met in Room 27, Administration Building at 9:00 A. M. on Saturday, January 9, 1937, with full membership in attendance.

It was unanimously agreed that:

- (1) The present practice of parking automobiles on the campus drive in front of the Liberal Arts and Administration Buildings is injurious to adjacent parts of the campus and dangerous to life;
- (2) Parking on this drive cannot be prohibited in reason unless other convenient parking facilities are provided; and
- (3) The establishment of regular parking areas must not mar the present harmony and beauty of the campus.

After complete and thorough inspection of the college grounds, it was unanimously agreed to recommend that:

- (1) A parking area be constructed adjacent to the campus drive in front of the Liberal Arts Building, the area being twenty feet wide, beginning at a point four feet east of the front walk from the Liberal Arts Building and extending to the intersection of the campus drive and College Avenue, as shown in the accompanying diagram;
- (2) The area be temporarily surfaced with cinders for immediate use, to be more permanently resurfaced later;
- (3) The area be separated from the campus by a substantial barrier; and
- (4) Additional parking areas be provided as soon as possible in the vicinity of the Auditorium and Administration Buildings.

After further consideration, the committee decided by a vote of three to one to recommend that the drive in front of the Liberal Arts and Administration Buildings be closed during class hours by two barriers, one located immediately west of the walk extending from the front of the Liberal Arts Building and the second located a few feet west of the walk leading from the front of the Administration Building.

The committee adjourned to await the further pleasure of the President.

Chas. Hire, Chairman of Committee
R. E. Broach, Business Manager
W. W. Holland, Campus Custodian
Cecil Gentry, President Student
Organization

Motion was made by Dr. Crume that the Board accept the recommendations of the Committee on Parking and provide parking areas as indicated therein. This motion was seconded

by Judge Ferguson, and the roll was called on its adoption with the following result: Dr. Crume, aye; Judge Ferguson, aye; Mr. Rogers, aye; Mr. Peters, aye.

Approval of the Minutes

Motion was made by Judge Ferguson that the minutes of the meeting of the Board of Regents on October 12, 1936 be approved and signed. This motion was seconded by Mr. Rogers and unanimously carried.

Adjournment

Motion was made, seconded and unanimously carried that the Board adjourn.

J. D. Dawson
Vice-Chairman
Chairman

Alice Keys
Secretary