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Board of Regents, Murray State Normal School

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MINUTES OF BOARD OF REGENTS  
MURRAY STATE TEACHERS COLLEGE

April 27, 1942

The Board of Regents of Murray State Teachers College met in regular quarterly session in the office of the President at 10:00 A. M. Monday, April 27, 1942, the last Monday in April. The following members were present: Dr. C. E. Crume, Mr. Claude Winslow, Judge Charles Ferguson and Mr. George Hart. In the absence of Chairman J. W. Brooker, Vice Chairman Charles Ferguson presided.

President's Report

Dr. James H. Richmond submitted and read his report as President, as follows:

REPORT OF THE PRESIDENT

April 27, 1942

Honorable Board of Regents  
Murray State Teachers College  
Murray, Kentucky

Gentlemen:

I am submitting the following items for your information and consideration:

I. Approval of the Minutes of the Board of Regents

I recommend that the Minutes of the Board of Regents for the meeting held on March 31, 1942, copies of which have been mailed to the individual members of the Board, be approved and signed.

II. Report of the Committee on Entrance, Credits, Certification and Graduation

III. Resignations

A. Mr. Edd H. Gibbs Resigned as Janitor

Mr. Edd H. Gibbs has submitted his resignation as a member of the janitorial staff of the college, effective June 1, 1942, in order that he may return to his farm. I have accepted Mr. Gibb's resignation.

B. Miss Bettie Hays Resigned as Recorder in Registrar's Office

Miss Bettie Hays has submitted her resignation as Recorder in the Registrar's Office, effective May 1, 1942, in order that she may accept another position. I have accepted her resignation since the position she has been offered is a nice promotion for her.

IV. Leaves of Absence

A. Miss Catherine Fehrer Granted Leave of Absence for Summer Session

Miss Catherine Fehrer has requested a leave of absence for the summer session in order that she may study in Mexico City, Mexico. I have complied with Miss Fehrer's request and granted her a leave beginning June 1 and continuing through August 15, 1942.

B. Miss Carrie Allison Granted Leave of Absence

Miss Carrie Allison has requested a leave of absence for the last half of the summer quarter, beginning July 9 and continuing through August 15, 1942; and I have granted this leave in accordance with her request.

V. Contract for the Publication of the College News

VI. Report on Arrangements for Holding Company in Connection with Carr Property

VII. Special Fees To Be Charged Students

In addition to the incidental fees to be charged every student enrolling at Murray State Teachers College, as set by the Council on Public Higher Education in a recent meeting and reported to this Board of Regents on March 31, 1942, the following special fees have been approved by the President and Dean of this institution:

For Each Quarter (to be charged every student)

Library and Laboratory Fee .....	\$2.00
Health Fee .....	1.00
Student Activity Fee .....	1.00*

For Each Quarter (Charged only when applicable)

Locker Fee for each student taking any Physical Education that requires a change to Gym. suit or swimming suit .....	\$1.00
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A special fee will be charged for private instruction in Music also for a few courses in Commerce and Home Economics, the amount of same to be reported later.

\* Not to be charged for summer quarter

VIII. Auditor's Report

Under date of March 19, 1942 we received a report from the Auditor of Public Accounts on the audit made from March 2 to March 9, 1942. No criticisms were made and no suggestions offered to the administration of the college. All of our accounts were found in perfect condition.

IX. Thomas P. Norris Student Loan Fund Report

X. Business Manager's Report on Fine Arts Building

XI. Budget for 1942-1943

XII. Baccalaureate and Commencement

Rev. F. F. Drowota, Pastor of the First Christian Church, Mayfield, Kentucky, has been secured to preach our Baccalaureate Sermon on Sunday, May 24, at 3:00 P. M.; and, as I have already reported to this Board, I have made arrangements with Governor Paul V. McNutt, Administrator Federal Security Agency, Washington, D. C., to deliver our Commencement Address at 10:00 A. M. on Thursday, May 28, 1942. We are looking forward to a splendid Commencement program, and hope that every member of the Board of Regents will make his plans to be with us and will have his friends also to attend these exercises.

Respectfully submitted,

James H. Richmond  
President

JHR:TB

Approval of the Minutes

Motion was made by Mr. Winslow that the Minutes of the Board of Regents for the meeting held on March 31, 1942 be approved and signed, copies of these minutes having been furnished the individual Board members. This motion was seconded by Dr. Crume and was unanimously carried.

Report of Committee on Entrance, Credits, Certification and Graduation

Dr. Richmond stated that for the first time since he became President of this college, it was not necessary for the Committee on Entrance, Credits, Certification and Graduation to file a report; this he said was due to the fact that the renewals were pretty well taken care of at the last meeting of the Board.

Contract for the Publication of the College News

Mr. R. E. Broach, was called upon for a report of the Committee appointed by the Board of Regents to make arrangements for the publication of the College News; and he stated that he and Mr. Hart had discussed this contract with the Ledger & Times, which company made the following offer:

4000 copies four-page paper \$65.00 per M,  $1\frac{1}{2}\text{¢}$  each for extra copies (former rate was \$60.00)

4000 copies six-page paper \$100.00 per M,  $2\frac{1}{2}\text{¢}$  each for extra copies (former rate was \$90.00)

Mr. Hart added that they were ready to trade with the Ledger & Times if their price was right; but that they were not willing to pay a flat increase of 25% over our present contract; and that he and Mr. Broach were agreed that a new contract at the rate of \$65.00 and \$100.00 per M seemed to be reasonable. At the conclusion of this report, Dr. Richmond recommended that the contract price for the publication of the College News be increased from \$60.00 to \$65.00 for a four-page paper and from \$90.00 to \$100.00 for the publication of a six-page edition, the price for extra copies above the unit of 4000 being the same as at present,  $1\frac{1}{2}\text{¢}$  and  $2\frac{1}{2}\text{¢}$  each, respectively.

Motion was made by Dr. Crume that the Board of Regents approve an increase in the rate for publishing the College News from \$60.00 to \$65.00 for a four-page paper and from \$90.00 to \$100.00 for a six-page edition, using 4000 copies as the unit, the price for extra copies continuing the same as at present,  $1\frac{1}{2}\text{¢}$  and  $2\frac{1}{2}\text{¢}$  each, respectively. This motion was seconded by Mr. Winslow, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

College News To Be Mailed Former Students Only When Paid For

At this point Dr. Richmond called the attention of the Board to the present practice of sending the College News regularly to a great number of former students who are not members of the Alumni, thus are not paying anything for this service which each regularly enrolled student and each member of the Alumni Association pays a definite sum of money to secure. Dr. Richmond suggested that the Board authorize him to see that no blunders will be made in mailing the College News gratis to some former students while others are required to pay for it.

Motion was made by Mr. Hart that the President be given authority to regulate the policy in connection with mailing the College News to former students. This motion was seconded by Mr. Winslow and was carried unanimously.

Only One Issue of College News To Be Published this Summer

Next, Dr. Richmond recommended that only one issue of the College News be published this summer.

Motion was made by Mr. Winslow that the President's recommendation be approved and only one issue of the College News be published this summer. This motion was seconded by Dr. Crume and was carried unanimously.

Business Manager's Report on Fine Arts Building

At this point, President Richmond asked Mr. R. E. Broach, Business Manager, to report on the present status of the Fine Arts Building. This report, as set forth in Exhibit "D" of the Business Manager's formal report which is filed with the Minutes of this meeting, indicates that \$66,067.08 was received from the sale of bonds for the construction of the Fine Arts Building, expenditures to date for materials, labor, interest and minor items total \$39,568.74 and that a balance of \$26,498.34 remains on hand in this account.

Architect G. Tandy Smith, Jr. To Be Required To Fulfill Fine Arts Building Contract

In connection with his report on the Fine Arts Building, Mr. Broach stated to the Board that Mr. G. Tandy Smith, Jr., architect for the construction of this building, had recently advised him that, because of another job, he was leaving Paducah, Kentucky, and requested that his check for the balance due him under his contract with Murray State Teachers College in connection with the construction of the Fine Arts Building be mailed to him.

Motion was made by Mr. Hart that the Board of Regents authorize and instruct President Richmond to write G. Tandy Smith, Jr. that further payment to him was being withheld and that, in addition, the Board of Regents was expecting

him to fulfill his contract for the construction of the Fine Arts Building. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Student Fees Set Aside To Pay Interest and Retire Bonds for Construction of Fine Arts Building

Dr. Richmond stated that he should like to be given authority to set aside a certain amount of the fees collected in the Fine Arts Department, as of June 1, 1942, to be used in paying interest and retiring the bonds for the construction of the Fine Arts Building, in order to fulfill the college's obligation to Stein Bros. & Boyce as of April 10, 1941.

Motion was made by Mr. Winslow that the President be authorized to set aside sufficient funds from the fees collected in the Fine Arts Department to be used in retiring the bonds issued for the construction of the Fine Arts Building, said allocation of fees to be made as of June 1, 1942, in order to fulfill the obligation of the Board of Regents, as of April 10, 1941, to Stein Bros. & Boyce. This motion was seconded by Mr. Hart, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Fees for Payment of Interest and Retirement of Building Revenue Bonds (Physical Education and Home Economics Buildings) To Be Paid on Quarter Basis Instead of Semester Basis

At this point, Mr. Broach called attention to the fact that since the operation of the college is to be changed from the semester to the quarter basis, beginning June 1, 1942, it seemed necessary to change the allotment of student fees for the payment of interest and the retirement of the Building Revenue Bonds for the construction of the Physical Education Building and the Home Economics Building from the semester to the quarter basis, also. Dr. Richmond recommended as a safe estimate to provide the necessary funds to retire the above mentioned bonds and pay the interest on same the charging of a fee of \$3.50 per quarter for each student enrolling at Murray State Teachers College, beginning with the opening of the summer quarter, June 1, 1942.

Motion was made by Mr. Hart that the President be authorized and directed to set aside for the payment of interest and the retirement of the Building Revenue Bonds issued for the construction of the Physical Education Building and the Home Economics Building \$3.50 per quarter for each student enrolled at Murray State Teachers College, beginning with the summer quarter of 1942, instead of charging \$5.00 per student for each semester and \$1.65 per student for the summer session, as provided in the original resolution which was adopted by the Board of Regents on December 21, 1935. This motion was seconded by Mr. Winslow, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Report on Arrangements for Holding Company in Connection with Carr Property

Dr. J. W. Carr and Mrs. Mary Moss Carr were called into the meeting for the discussion of the arrangements for forming a holding company to effect a satisfactory

transfer of the real estate holdings which they had previously deeded to the Commonwealth of Kentucky for the use and benefit of Murray State Teachers College (which transfers had been approved and accepted by officials of the Commonwealth of Kentucky) said transfers including the following tracts of land:

- 51 acres known as the Golf Club property
- 40 acres purchased from E. A. Underwood and wife
- 2 1/5 acres purchased from Ovie Pitman Tune and husband, Joe Tune

Mr. R. E. Broach reported that Judge Charles Ferguson had prepared Articles of Incorporation, in keeping with the procedure suggested by Attorney General Hubert Meredith, for forming Murray College School Company, which corporation will have authority to finance the purchase of the aforementioned properties from Dr. John W. Carr and Mrs. Mary Moss Carr. A copy of these Articles of Incorporation was presented to the Board of Regents, and certain sections were read and discussed informally. Mr. Broach stated that the Articles of Incorporation had been filed with the Secretary of State, the certificate of Incorporation had been received and paid for and the deed had been prepared for the transfer back to Dr. John W. Carr and Mrs. Mary Moss Carr of the aforesaid properties which heretofore had been deeded by them to the Commonwealth of Kentucky for the use and benefit of Murray State Teachers College. Judge Ferguson stated that in deeding these properties back to Dr. and Mrs. Carr this transaction will be completed when they have accepted the deed and have cancelled all the notes and contracts heretofore made with the Board of Regents in connection therewith; and that it will be the purpose of this holding company to secure a deed from Dr. and Mrs. Carr for the aforementioned properties and then to lease these properties to the Board of Regents annually for the use of Murray State Teachers College; he added that the restoration of the title to these properties to Dr. and Mrs. Carr would have to be done through an agent and that it was his suggestion that the President serve as Agent of the Board of Regents, representing the interests of Murray State Teachers College in the necessary transactions in connection with these land transfers. Dr. Richmond agreed to accept that responsibility, and suggested that the properties referred to be reconveyed to Dr. and Mrs. Carr immediately in satisfaction of the obligation of the Board of Regents of Murray State Teachers College.

Property To Be Deeded Back to Dr. John W. Carr and Mary Moss Carr (Golf Club, Underwood and Tune Tracts); President Authorized To Act as Agent for the Board of Regents

Motion was made by Mr. Hart that all the real estate formerly deeded by Dr. John W. and Mary Moss Carr to the Commonwealth of Kentucky for the use and benefit of Murray State Teachers College, namely, 51 acres known as the Golf Club property; 40 acres purchased from E. A. Underwood and wife; and 2 1/5 acres purchased from Ovie Pitman Tune and husband, Joe Tune, be deeded back to Dr. John W. Carr and wife, Mrs. Mary Moss Carr, and that Dr. James H. Richmond, President, be authorized and directed to act as Agent for the Board of Regents in making the necessary transactions in connection with the transfer of the aforementioned properties and the completion of all matters incident thereto. This motion was seconded by Mr. Winslow, and the roll was called upon its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Dr. John W. Carr and Mrs. Mary Moss Carr Agree To Deed to Murray College School Company All Real Estate Restored to Their Ownership by the Commonwealth of Kentucky through the Board of Regents of Murray State Teachers College

Dr. John W. Carr and wife, Mary Moss Carr, agreed to the restoration of title to the abovementioned properties on the plan outlined, which plan had been approved by the Attorney General, and to enter into contract annually with Murray College School Company for the rental of these tracts of land by the Board of Regents for the use and benefit of Murray State Teachers College.

Deed Transferring the Golf Club, Underwood and Tune Tracts of Land from Commonwealth of Kentucky to John W. Carr and Mary Moss Carr Signed in Presence of Notary Public

At this point, President Richmond had Mrs. Fay Wall Sledd, Notary Public, to come into the Board meeting and to witness the signing of the deed for the transfer back to Dr. John W. Carr and his wife, Mrs. Mary Moss Carr, of the Golf Club property, containing 51 acres; 40 acres of land previously purchased from E. A. Underwood and wife; and 2 1/5 acres of land which was bought from Ovie Pitman Tune and husband, Joe Tune, the aforesaid properties being the same as had formerly been deeded by Dr. and Mrs. Carr to the Commonwealth of Kentucky for the use and benefit of Murray State Teachers College.

Contract with Murray College School Company for Rental of John W. Carr and Mary Moss Carr Properties Authorized

Dr. Richmond stated that the next step would be for Dr. and Mrs. Carr to deed the Golf Club, the Underwood and the Tune properties to Murray College School Company so that this company could in turn make a contract for the rental of the aforesaid properties to the Board of Regents of Murray State Teachers College. At this point, Miss Alice Keys was called upon to read the suggested contract for the rental of the said properties by Murray State Teachers College from Murray College School Company on an annual basis.

Motion was made by Mr. Hart that the Board of Regents enter into contract with the Directors of Murray College School Company, Murray, Kentucky, for the rental of certain properties purchased from Dr. John W. Carr and Mary Moss Carr, namely, the Golf Club, the Underwood and the Tune tracts, said contract to be made on an annual basis at the rate of approximately \$1,625.00, the exact amount to be determined when the transfer of the land has been completed, the deed recorded and all expenses incident thereto paid; and, further, that the Vice Chairman of this Board be and is hereby authorized to sign the agreement for and on behalf of the Board of Regents of Murray State Teachers College, said contract to cover the fiscal year ending June 30, 1942. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Thomas P. Norris Student Loan Fund Report

At this point Dr. Richmond called upon Mr. R. E. Broach, Custodian of the Thomas P. Norris Student Loan Fund, to make a report on the present status of this fund. Mr. Broach stated that he had filed suit against eight different students



in Calloway County for the collection of old notes for loans secured from this fund, but the process was a slow one and he had nothing yet collected to report. He added that he also had instituted suit against James B. Deweese, in Graves County, for the collection of the interest and balance on note which he owes the Thomas P. Norris Student Loan Fund. (Quarterly report listed just before adjournment)

Budget for 1942-1943; Employment of Faculty and Administrative Staff

In discussing next year's suggested budget, Dr. Richmond stated that he had recommended a few raises in salaries for the coming year, largely because of commitments and because of flagrant evidence of under-payment. He suggested that the Board should go over the estimate of funds available before taking up the amount to be paid out; and he added that we believe we will save considerable amount of money before the end of the year on electric current. Mr. Hart stated that the Tennessee Valley Authority representative had assured him that we would receive a 20% general reduction in fees for lights and electric current. Dr. Richmond added that, now that the City Council of Murray has bought the local water and light plant from Kentucky-Tennessee Light and Power Company, he and Mr. Broach would seek an opportunity to go before the City Council to secure as low a rate as possible for the college. Mr. Broach explained to the Board that the estimates on income from incidental and registration fees had been made on the assumption that the college enrollment would be reduced because of the war and attending circumstances.

When Dr. Richmond took up the employment of the faculty and staff, he asked that the Board waive any action in connection with his salary as President until the court has finally settled the case in connection with payment of salaries in excess of \$5,000.00 to state employees. Dr. Richmond stated that he was thinking very seriously of employing an attorney, privately, and asking that suit be instituted against the Director of Finance to force collection of his salary, as set up by the Board of Regents, since he is entitled to receive his legal salary until this case has been definitely settled and the court has handed down its mandate to the Franklin County Circuit Court; and he asked the members of the Board of Regents if they had any objection to his taking such action. By common consent the individual members of the Board agreed that there was no objection to Dr. Richmond's filing suit to force the collection of his salary from the State Director of Finance, if he decided to do so.

Report of the Business Manager; Suggested Budget for 1942-1943

Next, Mr. R. E. Broach submitted and read his report as Business Manager, which was received and filed. Mr. Broach also read the proposed tentative budget of receipts and expenditures for the fiscal year beginning July 1, 1942 and ending June 30, 1943, as follows:

ESTIMATED RECEIPTS FROM JULY 1, 1942TO JUNE 30, 1943, INCLUSIVE

A. State Appropriation .....	\$254,000.00
B. Revolving Fund Receipts .....	
Incidental and Registration Fees .....	32,232.00
Laboratory and Special Fees .....	5,000.00
Activity Fees .....	2,250.00
Tuition, College .....	3,625.00
Tuition, Training School .....	5,800.00
Extension Income .....	1,500.00
Rents .....	13,000.00
Board or Cafeteria .....	63,000.00
Farm and Experimental Work .....	7,500.00
Bookstore .....	1,000.00
Miscellaneous Income .....	500.00
TVA Library Project .....	8,340.00
Auxiliary Funds:	
a. Athletics .....	6,000.00
b. College News .....	1,400.00
c. Home Management House .....	750.00
d. Vocational Agriculture .....	1,325.00
e. Vocational Home Economics .....	500.00
	<u>\$407,722.00</u>

ESTIMATED ANNUAL BUDGET OF EXPENDITURES FROMJULY 1, 1942 TO JUNE 30, 1943, INCLUSIVE

	<u>State</u> <u>Appropriation</u>	<u>Revolving</u> <u>Fund Acct.</u>	<u>Total</u>
A. <u>Salaries and Wages</u>			
A-1 Salaries & Wages .....	\$226,000.00	\$27,445.00	\$253,445.00
A-2 Extension Grading .....		1,000.00	1,000.00
B. <u>Services Other Than Personal</u>			
B-1 Traveling Expenses .....		3,750.00	3,750.00
B-2 Freight, Drayage & Express ....		600.00	600.00
B-3 Postage, Telephone & Telegraph		3,250.00	3,250.00
B-4 Printing, Binding & Advertising		2,250.00	2,250.00
B-5 Lights & Water .....	15,000.00	---	15,000.00
B-6 Sewerage Rent .....		860.00	860.00
B-7 Training School Transportation		820.00	820.00
C. <u>Supplies and Materials</u>			
C-1 Office Supplies and Equipment		1,250.00	1,250.00
C-2 Fuel & Power Plant Supplies ...	8,000.00	4,500.00	12,500.00
C-3 Cleaning Supplies & Equipment .		1,300.00	1,300.00
C-4 Plumbing and Electric Supplies		1,000.00	1,000.00
C-5 Scientific & Technical Supplies		4,500.00	4,500.00
C-6 Renewals, Repairs & Replacements		11,000.00	11,000.00
D. <u>Other Current Charges and Obligations</u>			
D-1 Insurance .....	5,000.00	---	5,000.00
D-2 Association Memberships .....		350.00	350.00
D-3 Rents .....		9,065.00	9,065.00
D-4 Refunds .....		800.00	800.00
E. <u>Auxiliary Agencies</u>			
E-1 Library Books & Supplies .....		7,500.00	7,500.00
E-2 Athletics - Contract & Equipment		12,500.00	12,500.00
E-3 Dining Hall & Dormitories - Food and other Supplies .....		50,000.00	50,000.00

	<u>State</u> <u>Appropriation</u>	<u>Revolving</u> <u>Fund Acct.</u>	<u>Total</u>
E-4 Chapel Programs & Commencements	\$	\$ 1,450.00	\$ 1,450.00
E-5 Debating .....		300.00	300.00
E-6 College News .....		1,800.00	1,800.00
E-7 Home Management House .....		750.00	750.00
E-8 Swann Memorial Dormitory .....			
E-9 TVA (included in Library) .....		3,000.00	3,000.00
E-10 Farm .....		480.00	480.00
<u>Surplus</u> .....		<u>2,202.00</u>	<u>2,202.00</u>
	<u>\$254,000.00</u>	<u>\$153,722.00</u>	<u>\$407,722.00</u>

President's Recommendation for Adoption of Budget for Fiscal Year 1942-1943 and Employment of Faculty and Administrative Staff

Dr. Richmond recommended the adoption of the suggested budget for 1942-1943 and then he submitted and read his recommendations for the employment of the various members of the faculty and administrative staff to the positions indicated at the salaries specified, beginning July 1, 1942 and continuing through June 30, 1943 unless otherwise indicated, as follows:

FACULTY AND ADMINISTRATIVE STAFF

RECOMMENDED FOR EMPLOYMENT

FROM JULY 1, 1942 THROUGH JUNE 30, 1943

<u>Name</u>	<u>Assignment</u>	<u>Annual</u> <u>Salary</u> <u>1941-42</u>	<u>Proposed</u> <u>Salary for</u> <u>1942-43</u>
James H. Richmond	President	\$7,500.00	\$5,000.00
John W. Carr	President Emeritus	1,200.00	1,200.00
Wm. G. Nash	Dean of College .....	4,350.00	4,500.00
Tennie Breckenridge	Secretary to President	1,440.00	1,500.00
Alice Keys	Executive Secretary	2,100.00	2,200.00
Cleo G. Hester	Registrar	2,800.00	2,800.00
Suzanne Snook	Asst. Registrar .....	1,620.00	1,620.00
	Recorder .....	900.00	1,000.00
R. E. Broach	Business Manager	3,300.00	3,500.00
Fay W. Sledd	Asst. Bookkeeper (Monthly basis)	1,380.00	1,500.00
Oneida Wear	Cashier	1,200.00	1,300.00
Charles Hoskins	Bookkeeper	1,320.00	1,620.00
E. H. Smith	Extension Director	2,300.00	2,300.00
M. O. Wraether	Asst. Extension Director	2,200.00	2,300.00
Sarah Henderson	Stenographer .....	900.00	900.00
Glin Jeffrey	Postmaster	480.00	480.00
<u>Wells Hall &amp; Dining Hall (Revolving Fund)</u>			
Annie H. Young	Dietitian .....	1,620.00	1,620.00
Ruth Ashmore	House Director	840.00	900.00

<u>Name</u>	<u>Assignment</u>	<u>Annual Salary 1941-42</u>	<u>Proposed Salary for 1942-43</u>
Mrs. Mary W. Brown	Asst. House Director	\$ 840.00	\$ 900.00
Jessie Powell	Cook (11 months)	600.00	600.00
Callie Outland	Cook (11 months)	495.00	495.00
<u>Buildings &amp; Grounds</u>			
B. J. Hoffman	Engineer	1,800.00	1,800.00
J. W. Strader	Carpenter	1,300.00	1,400.00
Herman Cathey	Carpenter	1,260.00	1,300.00
R. T. Parker	Night Watchman (Monthly basis)	1,000.00	1,000.00
Wesley Kemper	Grounds Keeper	1,800.00	1,800.00
Carl Hendricks	Janitor Foreman	900.00	1,000.00
Charles Gibbs	Janitor & Bus Driver	840.00	840.00
Ed Gibbs	Janitor & Watchman	840.00	840.00
Jewell Hackett	Fireman	840.00	840.00
Rudy McDougal	Fireman	720.00	720.00
Taz Rogers	Fireman	720.00	720.00
J. W. Page	Janitor	720.00	720.00
John Phillips	Bus & Truck Driver	600.00	600.00
<u>Agriculture Department</u>			
A. Carman	Head of Department	3,200.00	3,200.00
E. B. Howton	Agriculture Department	2,500.00	2,600.00
Robert Mayfield (Revolving)	Farm Superintendent	600.00	720.00
Ernest Mayfield	" Farm Laborer	480.00	600.00
Woodrow Felts	" Farm Laborer	600.00	600.00
<u>Biology Department</u>			
A. M. Wolfson	Head of Department	3,300.00	3,300.00
Liza Spann	Biology Department	2,300.00	2,300.00
Grace Wyatt	Biology Department (9 mo.)	1,800.00	1,800.00
<u>Commerce Department</u>			
F. M. Gingles	Head of Department	2,300.00	2,300.00
L. C. Fowler	Commerce Department	2,000.00	2,000.00
G. A. Murphey	Commerce Department	1,800.00	1,800.00
Vernon Anderson	Commerce Department	1,800.00	1,800.00

<u>Name</u>	<u>Assignment</u>	<u>Annual Salary 1941-42</u>	<u>Proposed Salary for 1942-43</u>
<u>Education Department</u>			
G. T. Hicks	Head of Department	\$3,500.00	\$3,500.00
Fred Shultz	Education Department	3,000.00	3,000.00
W. D. Lewis	Education Department	2,800.00	2,900.00
Nellie May Wyman	Education Department	2,250.00	2,250.00
<u>Geography Department</u>			
Floy Robbins	Head of Department	2,900.00	2,900.00*
W. M. Caudill	Geography Department Dean of Men	2,800.00	2,800.00
<u>Health &amp; Physical Education</u>			
Roy Stewart	Head of Department	3,000.00	3,000.00
Carlisle Cutchin	Health Department	2,500.00	2,500.00
John E. Miller	Health Department	2,500.00	2,500.00
James W. Moore	Health Department (10 mo.)	2,500.00	2,500.00
Carrie Allison	Health Department	2,150.00	2,150.00
J. Rice Mountjoy	Health Department	2,700.00	2,700.00
C. J. McDevitt	Physician (11 mo.)	1,100.00	1,100.00
Ann Brown	Nurse	1,200.00	1,200.00
Mrs. Tom Rowlett	Health Department (\$50.00 mo.)		
<u>Home Economics Department</u>			
Ruth Sexton	Head of Department	2,300.00	2,400.00
Caroline Wingo	Home Economics Dept.	2,000.00	2,000.00
Roberta Rudd	Home Economics Dept.	2,195.00	2,195.00
<u>Fine Arts Department</u>			
Price Doyle	Head of Department	3,400.00	3,400.00
W. H. Fox	Music	2,500.00	2,500.00
Marjorie Palmquist	Music	1,800.00	2,000.00
F. P. Inglis	Music	2,100.00	2,200.00
C. R. McGavern	Music piano tuning	1,800.00 \$20.00 mo.	2,120.00 includes piano tuning
L. R. Putnam	Music	2,300.00	2,300.00
H. Lee Hope	Music (\$165.00 mo. September through June)	1,397.00	1,800.00

<u>Name</u>	<u>Assignment</u>	<u>Annual Salary 1941-42</u>	<u>Proposed Salary for 1942-43</u>
Marian Beers	Music (9 mo.)	\$1,500.00	\$1,500.00
Helen Thornton	Dramatics	1,800.00	1,800.00
One Student	Music	135.00	135.00 ?
Mary E. Hall	Art	2,300.00	2,300.00
Emily Wilson	Art (Sept. 22, '41 through June 5, '42)	1,800.00	1,800.00
Mrs. Dorothy Rowlett	Art (9 mo.)	900.00	?
<u>Language &amp; Literature Department</u>			
F. D. Mellen	Lang. & Lit. Dept.	3,290.00	3,290.00
L. J. Hortin	Lang. & Lit. Dept.	2,300.00	2,300.00
Lillian Hollowell	Lang. & Lit. Dept.	2,200.00	2,200.00
Nadine Overall	Lang. & Lit. Dept.	2,300.00	2,300.00
Ella R. Weihing	Lang. & Lit. Dept. Dean of Women	2,500.00	2,700.00
A. C. LaFollette	Lang. & Lit. Dept.	2,400.00	2,500.00
Beatrice Frye	Lang. & Lit. Dept.	2,300.00	2,300.00
Catherine Fehrer	Lang. & Lit. Dept. Sept. through June 30	1,835.62	2,100.00
<u>Mathematics Department</u>			
M. G. Carman	Head of Department	3,300.00	3,300.00
Evelyn Linn	Mathematics Department	2,200.00	2,200.00
<u>Physical Science Department</u>			
Charles Hire	Head of Department	3,800.00	3,800.00
A. F. Yancey	Physics	2,400.00	2,400.00
R. A. Johnston	Chemistry	2,400.00	2,400.00
W. E. Blackburn	Chemistry	2,550.00	2,800.00
<u>Social Science Department</u>			
C. S. Lowry	Head of Department	3,400.00	3,500.00
Forrest C. Pogue	Social Science Dept.	2,900.00	3,000.00*
G. C. Ashcraft	Social Science Dept.	2,500.00	2,650.00
Rue L. Beale	Social Science Dept. House Director Men's Dorm.	2,300.00	2,350.00
Mayrell Johnson	Social Science Dept.	2,000.00	2,000.00

<u>Name</u>	<u>Assignment</u>	<u>Annual Salary 1941-42</u>	<u>Proposed Salary for 1942-43</u>
<u>Library Science Department</u>		\$	
W. J. Gibson	Head of Department	\$2,400.00	\$2,400.00
<u>Library</u>			
E. L. Brown	Librarian	2,200.00	2,200.00
Etta Beale Grant	Asst. Librarian	1,890.00	1,890.00
K. Inez Poe	Asst. Librarian	1,800.00	1,800.00
Nina S. McGivaren	Asst. Librarian	1,800.00	1,800.00
Mary E. Cress (Kathleen Robertson \$720.00)	Stenographer	820.00	820.00
<u>Training School</u>			
W. J. Caplinger	Director (Part time)	1,650.00	1,650.00
C. M. Graham	Principal	2,500.00	2,600.00
Margaret Campbell	Critic Teacher	2,050.00	2,050.00
Lora Frisby	Critic Teacher	1,900.00	1,900.00
Clifton Thurman	Critic Teacher	2,100.00	2,100.00
Robertta Whitnah	Critic Teacher	1,900.00	1,900.00
Clara Rimmer	Critic Teacher	1,900.00	2,000.00
Mattie S. Tröusdale	Critic Teacher	1,900.00	1,900.00
Annie Ray	Critic Teacher	1,900.00	2,000.00
Rubie E. Smith	Critic Teacher	1,800.00	1,900.00
Ola B. Brock	Critic Teacher	1,900.00	1,900.00
Bertie Manor	Critic Teacher	1,900.00	1,900.00
Ethelyn Johnston	Critic Teacher (Sept. 16 through June 5)	1,391.93	1,900.00
W. H. Brooks	Critic Teacher	2,400.00	2,400.00
Mayme Whitnell	Librarian (11 mo.)	900.00	900.00
Frances Jones	Stenographer (11 mo.)	660.00	660.00
<u>Student Salaries</u>			<u>22,500.00</u>
			253,445.00
	* Floy Robbins	\$2,900.00	
	* Forrest C. Pogue	<u>3,000.00</u>	
		\$5,900.00	

HEALTH BUILDING EMPLOYEES

(Paid from Building Revenue Fund)

<u>Name</u>	<u>Assignment</u>	<u>Annual Salary 1941-42</u>	<u>Proposed Salary for 1942-43</u>
Neal Brooks	Caretaker	\$1020.00* <del>840.00</del>	\$1020.00* <del>840.00</del>
A. G. Murray	Janitor	600.00	600.00
Fannye Whayne	Custodian	550.00	<u>600.00</u>
			\$2,040.00

Approval of Budget for 1942-1943; Employment of Faculty and Administrative Staff

Motion was made by Mr. Winslow that the budget for 1942-43, as submitted by Dr. Richmond, be accepted and approved and the individual persons be elected to the positions indicated on the faculty and administrative staff at the salaries specified, beginning July 1, 1942 and continuing through June 30, 1943 unless otherwise indicated, in accordance with the President's recommendations. This motion was seconded by Mr. Hart, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Mrs. Lochie B. Hart Employed for Secretarial Work

Dr. Richmond reported to the Board that Mrs. Lochie B. Hart had been employed to do secretarial work at a salary of \$100.00 per month beginning April 1, 1942 and continuing through May 30, 1942.

REPORT OF NORRIS STUDENT LOAN FUND FOR QUARTER ENDING MARCH 31, 1942

CASH FOR QUARTER

Receipts:

Cash on hand January 1, 1942 .....	\$1,521.68
Collected on principal of notes .....	\$761.25
Collected on interest on notes .....	<u>195.67</u>
Total collections .....	<u>956.92</u>
Total collections and cash on hand .....	\$2,478.60

Expenditures:

Loans to students .....	\$317.50
Norris heirs fees and board .....	373.50
Postage .....	<u>1.93</u>
Total expenditures .....	<u>692.93</u>

Balance cash on hand March 31, 1942 .....

Bank balance March 31, 1942	
Bank of Murray .....	\$1,317.31
Peoples Bank .....	<u>290.00</u>
	\$1,607.31

Cash not deposited until after April 1 .....	<u>178.36</u>
	\$1,785.67

\*Correction in salary of Neal Brooks. See Minutes of October 26, 1942 page 378



