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Board of Regents, Murray State Normal School

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MINUTES OF BOARD OF REGENTS
MURRAY STATE TEACHERS COLLEGE

October 16, 1944

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, October 16, 1944, the third Monday in October, with Judge Charles Ferguson, Mr. Claude Winslow and Mr. George Hart present. In the absence of Chairman John Fred Williams, Vice Chairman Charles Ferguson presided.

Report of the President

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

REPORT OF THE PRESIDENT

October 16, 1944

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 July 17, 1944 be approved and signed. Copies of these Minutes were mailed to the individual members of the Board.
- II. Report of the Committee on Entrance, Credits, Certification and Graduation
- III. Resignations of Faculty and Administrative Staff Members
 - A. Resignation of Mr. Russell Baldwin, Instructor

Mr. Russell Baldwin submitted his resignation as a member of the Music faculty, effective August 23, 1944, in order that he might follow his plans for continued study; and under the authority granted me by the Board of Regents, I have accepted his resignation.
 - B. Resignation of Mr. A. C. LaFollette, Assistant Professor

Mr. A. C. LaFollette has resigned his position in our faculty in order that he might accept a position in the Department of Speech at Ohio University; and under the authority granted me by the Board of Regents, I have accepted his resignation as of September 16, 1944.
 - C. Resignation of Mr. John F. Shenaut, Instructor

Mr. John F. Shenaut has submitted his resignation as a member of our faculty; and under the authority granted me by the Board of Regents, I have accepted it, effective August 19, 1944.

D. Resignation of Mr. Howard Swyers, Instructor

Mr. Howard B. Swyers submitted his resignation as a member of our faculty, and under the authority granted me by the Board of Regents, I have accepted it as of August 31, 1944.

E. Resignation of Miss Helen Thornton, Instructor

Miss Helen Thornton submitted her resignation as a member of our faculty in order that she might accept another position in Dramatics. Under the authority given me by the Board, I have accepted Miss Thornton's resignation, effective August 19, 1944.

F. Resignation of Mr. J. I. Hosick, Bookkeeper

Mr. J. I. Hosick, Bookkeeper, has resigned his position on our Administrative Staff in order to accept a place with the State Board of Bank Examiners, and I have accepted his resignation, effective July 31, 1944.

G. Resignation of Mrs. Wilma Outland, Secretary

Since Mrs. Wilma Outland had secured a teaching position, she submitted her resignation as Secretary in the Extension Department, effective July 31, 1944. Under authority of the Board of Regents, I have accepted Mrs. Outland's resignation, as submitted.

H. Resignation of Mr. Paul Bailey, Grounds Caretaker

The resignation of Mr. Paul Bailey as Grounds Caretaker has been submitted, effective September 30, 1944, and under authority granted me by the Board, I have accepted it as of that date.

I. Resignation of Mr. J. R. Fowler, Grounds Caretaker

Mr. J. R. Fowler has resigned as Grounds Caretaker, effective July 31, 1944, and I have accepted his resignation as of that date.

J. Resignation of Mr. Jackson Garland, Fireman

The resignation of Mr. Jackson Garland as Fireman, effective July 31, 1944, has been submitted; and I have accepted this resignation under authority granted me by the Board of Regents.

K. Resignation of Mr. William S. Rogers, Farm Laborer

Mr. William S. Rogers, Farm Laborer, has submitted his resignation, effective October 8; and I have also accepted it as of that date.

L. Resignation of Dr. John R. Hart, Instructor USNR

Dr. John R. Hart resigned his position as Instructor USNR, effective August 31, 1944; and his resignation has been accepted as of that date.

M. Resignation of Mr. W. C. Maxwell, Instructor USNR

Mr. W. C. Maxwell, Instructor USNR, has submitted his resignation, effective September 30, 1944, and I have accepted it as of that date.

N. Resignation of Mr. Loren Putnam, Instructor USNR

Mr. Loren Putnam has resigned his position as Instructor USNR, effective August 31, 1944; and under the authority of the Board of Regents, I have accepted his resignation as of that date.

O. Resignation of Mr. Sidney Rosenberg, Instructor USNR

Mr. Sidney Rosenberg has also submitted his resignation as Instructor USNR as of October 6, 1944; and his resignation has been accepted as of that date.

P. Resignation of Mr. Houston Smith, Instructor USNR

The resignation of Mr. Houston Smith, Instructor USNR, has also been submitted; and under the authority of the Board of Regents, I have accepted Mr. Smith's resignation as of August 26, 1944.

Q. Resignation of Mrs. Jane S. Bellas, Secretary NARU

Mrs. Jane S. Bellas, Secretary Naval Academic Refresher Unit, has submitted her resignation as of October 7, 1944; and her resignation has been accepted as of that date.

R. Resignation of Miss Jane Jones, Secretary USNR

Miss Jane Jones, Secretary USNR, has submitted her resignation, effective August 31, 1944; and it has been accepted as of that date.

S. Employment and Resignation of Mrs. Dorothy C. Keefe, Secretary USNR

Mrs. Dorothy C. Keefe was employed as Secretary USNR at a salary of \$125.00 per month, effective August 1, 1944, then she resigned her position on August 31, 1944. Her resignation was accepted.

T. Resignation of Miss Euva Nelle Thurman, Secretary Dining Hall

Miss Euva Nelle Thurman, Secretary at the Dining Hall, resigned her position as of September 30, 1944, in order that she might attend college. Her resignation has been accepted.

U. Resignation of Miss Nancy Whitnell, Secretary USNR

Miss Nancy Whitnell resigned as Secretary USNR as of July 31, 1944, and her resignation has been accepted as of that date.

V. Resignation of Mrs. Peachie Berkley, Dishwasher USNR

Mrs. Peachie Berkley, Dishwasher USNR, has submitted her resignation, effective August 31, 1944, and it has been accepted.

W. Resignation of Mrs. Lucille Billington, Cook USNR

Mrs. Lucille Billington, Cook USNR, has resigned as of July 31, 1944, and her resignation has been accepted as of that date. Her salary had been increased from \$69.10 to \$78.20 per month, beginning August 1, 1944.

X. Resignation of Mr. T. H. Brandon, Dishwasher USNR

Mr. T. H. Brandon, Dishwasher USNR, has submitted his resignation, effective August 31, 1944, and it has been accepted as of that date.

Y. Employment and Resignation of Mrs. Laurine Byers, Cook USNR

Mrs. Laurine Byers was employed as Cook USNR at a salary of \$78.20, beginning July 1, 1944, then on August 31, 1944, she submitted her resignation, which has been accepted.

Z. Resignation of Mr. Herman Coursey, Janitor USNR

Mr. Herman Coursey has submitted his resignation as Janitor USNR, effective July 31, 1944, and it has been accepted as of that date.

AA. Resignation of Mrs. Suella Futrelle, Cook USNR

Mrs. Suella Futrelle has submitted her resignation as Cook USNR, effective July 1, 1944, and it has been accepted.

BB. Employment and Resignation of Miss Pauline Garland

Miss Pauline Garland was employed as Cook USNR, beginning August 1, 1944, at a salary of \$78.20 per month, then she submitted her resignation, effective August 31, 1944, which has been accepted.

CC. Resignation of Mrs. Reba Henson, Dishwasher USNR

Mrs. Reba Henson, Dishwasher USNR, has resigned as of August 31, 1944, and her resignation has been accepted.

DD. Resignation of Mrs. Treva Holland, Dishwasher USNR

Mrs. Treva Holland has resigned as Dishwasher USNR, effective June 30, 1944, and her resignation has been accepted.

EE. Resignation of Mrs. Anna Lou Jones, Dining Hall Assistant

Mrs. Anna Lou Jones has presented her resignation as Dining Hall Assistant, effective August 31, 1944, and it has been accepted as of that date.

FF. Resignation of Mrs. Lee Jones, Cook USNR

Mrs. Lee Jones has resigned as Cook USNR, effective August 31, 1944, and her resignation has been accepted. She was employed at a salary of \$78.20 per month, beginning July 1, 1944, but served only two months.

GG. Resignation of Mrs. Bobby Lassiter, Cook USNR

Mrs. Bobby Lassiter has resigned as Cook USNR, as of June 30, 1944, and her resignation has been accepted as of that date.

HH. Resignation of Mrs. Iva Moore, Dining Hall Assistant

Mrs. Iva Moore has resigned her position as Dining Hall Assistant, effective July 31, 1944, and her resignation has been accepted.

II. Resignation of Mrs. Ila May Orr, Cook USNR

Mrs. Ila May Orr has resigned as Cook USNR, as of July 31, 1944, and her resignation has been accepted.

JJ. Resignation of Mrs. Bertha Rose, Cook USNR

Mrs. Bertha Rose has presented her resignation as Cook USNR, effective August 31, 1944, and it has been accepted as of that date.

KK. Resignation of Mrs. Dessie Sheckell, Dishwasher USNR

The resignation of Mrs. Dessie Sheckell, Dishwasher USNR, effective August 31, 1944, has been submitted and accepted.

IV. Employment of Faculty and Administrative Staff and Salary Adjustments

A. Salary of Mr. W. H. Brooks, Critic Teacher, Increased

The salary of Mr. W. H. Brooks, Critic Teacher, was increased from \$200.00 to \$249.85 per month, effective July 1, 1944, because of extra teaching assignments given him.

B. Salary of Mrs. A. Carman, Instructor OSYA, Increased

The salary of Mrs. A. Carman, Instructor OSYA, was increased from \$106.67 to \$140.00 per month, beginning September 1, 1944, since she was assigned to do additional instruction; and she is to continue her services at this salary, \$140.00, through the month of October.

C. Mrs. Mary Ed Hall Transferred from USNR back to College Faculty

Mrs. Mary Ed Hall has completed her work as Assistant Professor USNR, and on October 1, 1944, she resumed her regular duties as Assistant Professor in the Fine Arts Department. Her salary likewise reverted to the figure which was approved by the Board of Regents, in session July 17, 1944, \$2,500.00 per annum.

D. Additional Salary Granted Mr. L. J. Hortin for July

Because of additional duties which were assigned to him, Mr. L. J. Hortin was granted an additional salary for July, 1944, in the amount of \$25.00, making his total salary for that month \$205.00.

E. Mr. C. R. McGavern Transferred from USNR back to College Faculty

Mr. C. R. McGavern has completed his work as Instructor USNR, and on October 1, 1944, he resumed his regular duties as Instructor in the Fine Arts Department of the college. His Salary likewise reverted to the figure approved by the Board of Regents on July 17, 1944, \$2,500.00 per year.

F. Salary of Mr. Herbert Farmer Adjusted

The salary of Mr. Herbert Farmer, Janitor, was changed from \$103.34 to \$83.33 per month, effective October 1, 1944.

G. Salary of Mr. Charles Gibbs, Janitor, Adjusted

The salary of Mr. Charles Gibbs, Janitor, was changed from \$140.00 to \$120.00 per month, effective October 1, 1944.

H. Salary of Mr. T. F. Hughes, Farm Laborer, Increased

The salary of Mr. T. F. Hughes, Farm Laborer, was increased from \$72.00 to \$90.00 per month, beginning August 1, 1944.

I. Salary of Miss Roberta Whitnah, Critic Teacher and Instructor NARU Increased

The salary of Miss Roberta Whitnah, who has resumed her regular duties as Critic Teacher, but who is still doing some teaching in the Naval Academic Refresher Unit, was increased \$65.00 per month, effective October 1, 1944, giving her a total monthly salary of \$260.00.

J. Salary of Mrs. Reba M. Kirk, Secretary USNR, Increased

The salary of Mrs. Reba M. Kirk, Secretary USNR, was increased from \$120.00 to \$125.00 per month, effective September 1, 1944.

K. Salary of Mrs. Adell Colson, Cook USNR, Adjusted

Mrs. Adell Colson was transferred from her duties as Cook USNR to Dining Hall Assistant, and because of this change in assignment, her salary was changed from \$83.20 to \$78.20, effective August 1, 1944.

L. Salary of Mrs. Frocie Downs, Dining Hall Assistant, Increased

The salary of Mrs. Frocie Downs was increased from \$68.30 to \$78.20 per month, effective September 1, 1944. Her assignment is Dining Hall Assistant.

M. Salary of Miss Jewell Morris, Cook USNR, Increased

The salary of Miss Jewell Morris, Cook USNR, was increased from \$78.20 to \$83.20 per month, effective August 1, 1944.

N. Mrs. Ed Rickman's Assignment Changed from Fire Builder and Cook USNR to Cook USNR and Salary Adjusted

Mrs. Ed Rickman, who has been serving as Fire Builder and Cook USNR, has been relieved of her duties as Fire Builder, and her salary has been changed from \$103.20 to \$83.20 per month, effective July 1, 1944.

O. Mr. Joseph W. Cohron Employed Member of Faculty

Mr. Joseph W. Cohron was employed as a member of the college faculty at the salary rate of \$200.00 per month, beginning September 18, 1944 and continuing through June 30, 1945. He has been assigned to teach Dramatics and also one course in Public Speaking.

P. Miss Bethel Fite Employed Regional Librarian

After advising with Miss Mary U. Rothrock, Specialist in Library Service, Tennessee Valley Authority, and upon her recommendation, I have employed Miss Bethel Fite as Regional Librarian at a salary of \$2,600.00 per year, her services beginning September 15, 1944 and continuing through June 30, 1945.

Q. Mrs. R. A. Johnston Reemployed as Critic Teacher

The contract of Mrs. R. A. Johnston, who has been filling the position of Critic Teacher in the Training School, expired on July 31, 1944; but her services were needed again this fall, so she was reemployed as Critic Teacher at a salary of \$150.00 per month, effective September 18, 1944.

R. Mr. Merle T. Kesler Employed Member of Faculty

Mr. Merle T. Kesler has been employed as Instructor in the Fine Arts Department, to fill the position left vacant by the resignation of Mr. John F. Shenaut. Mr. Kesler will be paid at the rate of \$2,700.00 per calendar year, and his services began September 21, 1944 and will continue through June 30, 1945.

S. Mrs. Lillian J. Lowry Reemployed Critic Teacher

The contract of Mrs. Lillian J. Lowry, who filled the position of Critic Teacher in the Training School during the past year, expired on July 31, 1944; but her services were needed again this fall, so she was reemployed as Critic Teacher at a salary of \$150.00 per month, effective September 18, 1944.

T. Miss Patricia Merrill Employed Member of Faculty

Miss Patricia Merrill has been employed as Instructor in the Fine Arts Department to fill the vacancy caused by the resignation of Mr. Russell Baldwin. Miss Merrill will be paid a salary of \$2,000.00 for the academic year beginning September 25, 1944 and continuing through May 31, 1945.

U. Miss Barbara Mitchell Employed Member of Faculty

Miss Barbara Mitchell has been employed as a member of the faculty in the Fine Arts Department, Instructor of Art, at a salary of \$1,800.00 for the nine months' term beginning September 15, 1944 and continuing through May 31, 1945.

V. Miss Evadine Parker Employed Member of Faculty

Miss Evadine Parker has been employed as a member of the faculty in the Home Economics Department, Critic Teacher in the Training School, beginning September 15, 1944 and continuing through June 30, 1945. She is filling the position left vacant by the resignation of Miss Winnie Sinclair.

W. Mr. Frank J. Prindl Employed Member of Faculty

Mr. Frank J. Prindl has been employed as a member of the faculty in the Fine Arts Department. His services began September 11, 1944 and will continue through June 30, 1945; and he will be paid at the salary rate of \$2,600.00 per annum. Mr. Prindl fills the position left vacant by the resignation of Mr. Howard B. Swyers.

X. Dr. Julia Racine Spicer Employed Member of Faculty

Dr. Julia Racine Spicer has been employed as a member of the faculty, Instructor in Spanish, beginning September 25, 1944 and continuing through June 30, 1945, at an annual salary rate of \$2,500.00.

Y. Mrs. Grace Boushell Employed Secretary at Training School

Mrs. Grace Boushell was employed Secretary at the Training School at a salary of \$100.00 per month, beginning October 1, 1944. She fills the place left vacant by the resignation of Mrs. Inez Edwards.

Z. Miss Martha Fondaw Employed Secretary, Extension Department

Miss Martha Fondaw was employed as Secretary in the Extension Department at a salary of \$120.00 per month, effective August 1, 1944.

AA. Mrs. Leone E. Utterback Employed as House Director

Mrs. Leone E. Utterback has been employed as one of the House Directors at the Girls' Dormitory at a salary of \$900.00 for a period of eleven months, beginning September 25, 1944.

BB. Miss Talese Whiteside Employed as Playground Supervisor

Miss Talese Whiteside has been employed as Playground Supervisor, on a part-time basis, beginning October 1, 1944; and she will be paid a total salary of \$100.00 for her services during the fall quarter of college.

CC. Mr. H. C. Compton Employed Watchman

Mr. H. C. Compton has been employed as Watchman at the salary rate of \$1,000.00 per annum, his services beginning October 1, 1944.

DD. Mr. Blanch Henson Employed Fireman

Mr. Blanch Henson was employed as Fireman at a salary of \$90.00 per month, beginning August 1, 1944.

EE. Mr. Alfred Keel Employed as Grounds Caretaker

Mr. Alfred Keel was employed as Grounds Caretaker at a salary of \$75.00 per month, beginning August 1, 1944.

FF. Mr. Robert D. Highfill Employed Instructor NARU

Mr. Robert D. Highfill has been employed as Instructor in the Naval Academic Refresher Unit (NARU) at a salary of \$250.00 per month, beginning September 27, 1944.

GG. Mrs. Mary H. Becker Employed Secretary NARU

Mrs. Mary H. Becker has been employed as Secretary NARU at a salary of \$125.00 per month, beginning September 14, 1944.

HH. Mrs. Louise Stephens Employed Secretary, Dining Hall

Mrs. Louise Stephens was employed Secretary at the Dining Hall at a salary of \$85.00 per month, beginning October 1, 1944. She fills the place left vacant by the resignation of Miss Euva Nelle Thurman.

II. Miss Frances Wilson Employed Secretary USNR

Miss Frances Wilson was employed as Secretary USNR at a salary of \$80.00 per month, beginning August 16, 1944.

JJ. Mrs. Peachie Berkley Employed Dishwasher NARU

Mrs. Peachie Berkley was employed as Dishwasher NARU at a salary of \$78.20 per month, beginning October 1, 1944.

KK. Mr. T. H. Brandon Employed as Dishwasher NARU

Mr. T. H. Brandon was employed as Dishwasher NARU at a salary of \$93.20 per month, beginning October 1, 1944.

LL. Mr. M. O. Clark Employed Janitor USNR

Mr. M. O. Clark has been employed as Janitor USNR at a salary of \$85.00 per month, beginning August 2, 1944.

MM. Mr. Homer Cohoon Employed Cook USNR

Mr. Homer Cohoon was employed as Cook USNR at a salary of \$93.20 per month, beginning July 1, 1944.

NN. Mrs. H. C. Compton Employed Cook USNR

Mrs. H. C. Compton was employed Cook USNR at a salary of \$78.20 per month, beginning July 1, 1944.

OO. Mrs. Suella Futrelle Employed Cook NARU

Mrs. Suella Futrelle was employed as Cook NARU at a salary of \$78.20 per month, beginning October 1, 1944.

PP. Mr. E. H. Gregory Employed Cook USNR

Mr. E. H. Gregory was employed Cook USNR at a salary of \$93.20 per month, effective July 1, 1944; then on September 1, 1944 his assignment was changed to that of Janitor at the USN Mess Hall, and his salary was increased to \$130.00 per month.

QQ. Mrs. E. H. Gregory Employed Cook NARU

Mrs. E. H. Gregory was employed Cook NARU at a salary of \$78.20 per month, effective October 1, 1944.

RR. Mrs. Jesse Holley Employed Dishwasher USNR

Mrs. Jesse Holley has been employed as Dishwasher USNR at a salary of \$78.20 per month, effective July 1, 1944.

SS. Miss Polly May Eldridge Employed as Part-Time Nurse

Miss Polly May Eldridge has been employed as Part-Time Nurse, beginning September 15, 1945. Miss Eldridge is a former student of this college, and wishes to continue her studies toward her degree, which privilege has been accorded her, in connection with her duties. She will be paid at the rate of \$60.00 per month, out of which she will pay her registration fees and buy her books, and she will also be allowed her room and board in the dormitory.

V. Report of Regional Library Survey Committee

As you know, the Tennessee Valley Authority will withdraw its support for our Regional Library at the end of this fiscal year. As a matter of fact, they reduced their support \$2,340.00 during the present year, and upon action of the Board, the College made up that loss. This Regional Library service is growing, and has been well received by our people; and I am reluctant to see it discontinued. If the report of the committee which recently made a survey of this service is good, and I feel that it will be a good report, then it will be my purpose to endeavor to interest some of the Foundations in aiding us; and to this end, I am planning to go to New York to confer with officials of one or more Foundations in an effort to secure aid for this project. This trip which was authorized at the last meeting of the Board has been delayed pending receipt of the Survey Committee's official report.

VI. U. S. Naval Flight Preparatory School

The last cadets from the Naval Flight Preparatory School left our campus on September 28, 1944. This unit will be officially closed on October 31. It is gratifying to know that our unit was established at the beginning of this program and continued until all the programs of this character were dropped. We had the unit on our campus approximately one year and nine months. Of the twenty units that started, ours was among the last eight that continued to function. I have been unofficially informed that our rating was third from the top. On this unit, money paid out and money saved caused us to realize approximately \$120,000.00 during the year and nine months.

A. Supplements No. 4 and No. 5 to the Naval Flight Preparatory School Contract

Supplements No. 4 and No. 5 to the Naval Flight Preparatory School contract have been submitted and signed by me. Although you have given me authority to sign these supplements, I am asking your approval of them. Supplement No. 4 provides for the continuation of Contract NOp3 from July 1, 1944 to October 31, 1944. Supplement No. 5 provides for adjustment of payments made under Contract NOp3 prior to July 1, 1944.

VII. Contract for the Naval Academic Refresher Unit (NARU) and Supplement No. 1

The contract for the Naval Academic Refresher Unit which was made with the United States of America, and which was received on the eve of the last meeting of the Board of Regents, has been carefully examined and signed. In addition to that, Supplement No. 1 to that contract has been signed. Supplement No. 1 provides that two secretarial assistants be furnished to the Commanding Officer of the Naval Academic Refresher Unit, beginning November 1, 1944. I am asking your approval of this contract and Supplement No. 1.

At the present time, there are 225 men in attendance upon this Refresher Unit. They represent seamen, tarmacs and marines. At times, we may have as many as 300 of these boys on our campus. Mr. Wrathier will give you additional details about this unit.

- VIII. Mr. M. O. Wrathier's Report on the U. S. Naval Flight Preparatory School and on the Naval Academic Refresher Unit
- IX. Business Manager's Report
- X. Fine Arts Building Bonding Account
- XI. Insurance on Fine Arts Building
- XII. Deficit Student Annual
- XIII. Mr. E. H. Smith's Letter
- XIV. Traveling Expenses for Mr. Hortin
- XV. Proposal for Vocational Rehabilitation Training

On September 8, 1944, I signed a contract with the Veterans Administration concerning fees, books, supplies and equipment for veterans who are or will be enrolled in this college. It was understood and agreed that this contract would be subject to change so as to accord with any changes in policy pertaining to matters covered by the contract. I am asking that the Board approve the signing of this contract, and if it should become necessary to revise or change it in any way, that you will give me authority to sign any supplements necessary.

- XVI. Mr. A. Carman's Letter
- XVII. Increase in Salaries

When Mr. Hosick resigned, we endeavored to have Mr. C. E. Broach and Mrs. Fay Wall Sledd to absorb his work. This they have done quite satisfactorily. Since they are doing more work, and even with my recommended increases, are saving the college money, I am recommending that Mr. Broach's salary, beginning November 1, be raised to \$200.00 per month and Mrs. Sledd's, beginning November 1, to \$175.00 a month. Even with these increases, we are saving \$75.00 a month through the extra work that these two efficient people are doing.

- XVIII. Football

At the suggestion of the Navy, we have started football again. Most of the men playing are Navy students. As a matter of fact, we have only four civilian students on the squad. The Navy took the position that football would contribute much to the morale of their group; and, frankly, it will contribute just as much to the morale of our student body and our friends. Just how good a team we will have, I cannot say. Their first game was very encouraging even though our boys were defeated.

- XIX. Letter from West Union Baptist Association
- XX. Enrollment

The present enrollment of the college is 420, the Training School, 334. Our enrollment has increased thirty per cent over that of last year, which is not

surprising, but very gratifying. I am convinced it will continue to increase, not rapidly but steadily, until when peace comes, we shall reach a new all time high in enrollment.

A. Opening of Warren S. Swann Memorial Dormitory

The increase in enrollment necessitated opening up the Swann Dormitory. If you gentlemen have time, I should like for you to inspect this dormitory. At present, we have 62 girls there. They seem to be comfortably situated and happy in their environment.

Respectfully submitted,

James H. Richmond
President

JHR:TB

Approval of the Minutes

Motion was made by Mr. Hart that the Minutes of the Board of Regents for the meeting held on July 17, 1944 be approved and signed. This motion was seconded by Mr. Winslow, and was carried unanimously.

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

Dr. Richmond presented the report of the Committee on Entrance, Credits, Certification and Graduation, and recommended that it be approved and the degrees conferred and the diplomas granted as recommended therein, as follows:

October 10, 1944

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

Dear Dr. Richmond:

The Committee on Entrance, Credits, Certification, and Graduation, having investigated the records of Ola Lee Jacobs and found that she has met all requirements for graduation as set forth in the catalog, do recommend her for graduation as of October 10, 1944, with the degree of BACHELOR OF SCIENCE IN HOME ECONOMICS.

Very truly yours,

Cleo Gillis Hester
Wm. G. Nash
Price Doyle
G. T. Hicks
A. M. Wolfson
F. D. Mellen

October 16, 1944

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:

Of the students who applied for degrees to be granted in August, 1944, the following completed the requirements for the degree for which

he cannot find his certificate, and requests that he be issued a duplicate. We recommend that a DUPLICATE COLLEGE CERTIFICATE bearing the date of May 29, 1930, and the renewal date of August 24, 1933, be granted to Philip Waggoner.

The records of the Registrar's office show that Miss Audie Louise Folwell was granted a College Certificate on August 23, 1929, and that this certificate was renewed for life on May 31, 1934. She states her certificate was destroyed in a fire November 14, 1942, and asks that she be issued a duplicate. We recommend that a DUPLICATE COLLEGE CERTIFICATE bearing the date of August 23, 1929, and the renewal date of May 31, 1934, be granted her.

The records of the Registrar's office show that Georgia Benedict Wear was granted a STANDARD CERTIFICATE on May 29, 1930. We recommend that this certificate be renewed for life upon evidence of two years of successful teaching experience and one year of college work since the certificate was issued.

The records of the Registrar's office show that Treva Rogers was granted an ADVANCED CERTIFICATE on August 31, 1925. We recommend that this certificate be renewed for life upon evidence of three years of successful teaching experience since the certificate was issued.

Price Doyle
A. M. Wolfson
G. T. Hicks
F. D. Mellen
Wm. G. Nash
Cleo Gillis Hester

Motion was made by Mr. Winslow that the recommendations of the Committee and the President be approved and the degrees be conferred and the diplomas granted in accordance therewith. This motion was seconded by Mr. Hart; and the roll was called on the adoption of this motion with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Resignations of Faculty and Staff Members Approved

Motion was made by Mr. Winslow that the resignations of faculty and staff members be approved as reported by the President. This motion was seconded by Mr. Hart; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Employment of Faculty and Administrative Staff and Salary Adjustments Approved

Motion was made by Mr. Winslow that the reports and recommendations of the President concerning the employment of faculty and staff members and the adjustment of salaries in certain instances be approved. This motion was seconded by Mr. Hart; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Supplements No. 4 and No. 5 to the Naval Flight Preparatory School Contract Approved

Motion was made by Mr. Winslow that the Board of Regents approve the action of the President in signing Supplements No. 4 and No. 5 to the contract for the operation of the Naval Flight Preparatory School. This motion was seconded by Mr. Hart; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Contract for the Naval Academic Refresher Unit (NARU) and Supplement No. 1 Approved

Motion was made by Mr. Hart that the Board of Regents approve the contract with the United States of America for the operation of the U. S. Naval Academic Refresher Unit on the campus of Murray State Teachers College, and Supplement No. 1 to that contract, which have been signed by the President. This motion was seconded by Mr. Winslow; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Mr. M. O. Wrather's Report on the U. S. Naval Flight Preparatory School and on the Naval Academic Refresher Unit

Mr. M. O. Wrather was called before the Board to present his report on the Naval Flight Preparatory School and on the Naval Academic Refresher Unit. This excellent report which he read, and on which he made some additional explanatory comments, was received and filed with the records of the meeting of the Board of Regents.

Letter of Appreciation to Commander Frederick B. Hall, Jr. and Staff

President Richmond recommended that the Board authorize him to thank Commander Hall and his officers for their fine cooperation and to express the pleasure we have had in having the U. S. Naval Flight Preparatory School on our campus.

Motion was made by Mr. Hart that the Board of Regents direct the President to write an appropriate letter to Commander Frederick B. Hall, Jr., Commanding Officer of the U. S. Naval Flight Preparatory School, expressing to him and his officers the pleasure of the administration of this college in having this naval unit on our campus and our appreciation of the fine work they have done. This motion was seconded by Mr. Winslow, and was carried unanimously.

Business Manager's Report

Mr. R. E. Broach was called before the Board to make his report as Business Manager, which he did, commenting more in detail on some phases of it. Dr. Richmond recommended that Mr. Broach's report be received and filed.

Motion was made by Mr. Hart that the Business Manager's report be accepted and filed. This motion was seconded by Mr. Winslow, and was carried unanimously. The part of the report dealing with the Thomas P. Norris Student Loan Fund is recorded, as follows:

REPORT OF NORRIS STUDENT LOAN FUND
FOR QUARTER ENDING SEPTEMBER 30, 1944

CASH FOR QUARTER

Receipts

Cash on hand July 1, 1944	\$	939.85
Collected on principal of notes	\$773.19	
Collected on interest on notes	416.37	<u>1,189.56</u>
Total collections and cash on hand	\$2,129.41	

Expenditures

Loans to students during the quarter	\$	___
Expenses:		
Receipt Book	\$2.00	
Tax on account at Peoples Savings Bank54	
Total expenditures		<u>2.54</u>

Balance cash on hand September 30, 1944 \$2,126.87

Bank balances September 30, 1944:

Bank of Murray	\$1,179.78
Peoples Savings Bank	947.09
	<u>\$2,126.87</u>

NOTES RECEIVABLE FOR QUARTER

Notes on hand July 1, 1944	\$13,503.43
Loans made during the quarter	-----

\$13,503.43

Collected on principal of notes during quarter	773.19
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Notes on hand September 30, 1944	<u>\$12,730.24</u>
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OTHER ASSETS

Cash invested in United States Government Bonds . \$5,000.00

R. E. Broach
Custodian Norris Student Loan Fund

Insurance on Fine Arts Building

The letter from Woodall & Melton concerning insurance on the Fine Arts Building was read to the Board by President Richmond. Dr. Richmond suggested that since this question of the advisability of purchasing insurance from mutual companies had been raised for discussion, it might be well for this Board to secure the recommendation, or ruling, of the Attorney General of Kentucky on this matter. It was agreed that this recommendation of the President should be followed and the opinion of the Attorney General concerning the purchase of insurance on state property from mutual insurance companies should be secured.

Fine Arts Building Bonding Account

President Richmond recommended to the Board of Regents that Stein Bros. & Boyce, the company that bought the bonds for the construction of the Fine Arts Building, should be asked to work out and submit, at the earliest possible date, an arrangement whereby the college's bond issue could be increased \$20,000.00 in order that the building may be completed.

Motion was made by Mr. Hart that the Board of Regents authorize and direct the President to request Stein Bros. & Boyce to increase the bond issue on the Fine Arts Building in the amount of \$20,000.00 for the completion of the building. This motion was seconded by Mr. Winslow; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Title to NYA Property Used under Loan Contract No. T4rp(NYA)-16 Transferred to Murray State Teachers College under Public Law 373, 78th Congress

In his official report, the Business Manager advised that under the provisions of Public Law 373, 78th Congress, title to the National Youth Administration property, used by the college under Loan Contract No. T4rp(NYA)-16, had been transferred to Murray State Teachers College, thereby giving the college permanent ownership of the said property and relieving the administration of the college of the obligations of the loan contract referred to. Notification of this transfer of title was made by the Treasury Department of the United States under date of October 5, 1944.

Curtains for Auditorium Stage

The Business Manager, in his report, called attention to the fact that he had been investigating the purchase of new curtains for the Auditorium stage, and that there was sufficient money on hand to pay for these curtains, if the Board approved.

Motion was made by Mr. Hart, that the Board authorize the President to contract for the purchase of new stage curtains for the Auditorium. This motion was seconded by Mr. Winslow; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Deficit Student Annual

Dr. Richmond reported to the Board that the present college enrollment is not sufficiently large to guarantee the collection of annual fees in the amount necessary to publish the college annual, "The Shield", and he recommended that the Board of Regents agree to underwrite the deficit incurred in the publication of the annual, not to exceed \$250.00.

Motion was made by Mr. Winslow that the Board of Regents guarantee the payment of the deficit incurred in the publication of the student annual, this year, in an amount not exceeding \$250.00. This motion was seconded by Mr. Hart; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Title of Mr. E. H. Smith Changed to Director of Extension Service

Motion was made by Mr. Hart that the title of Mr. E. H. Smith be changed to Director of Extension Service and that his duties be changed to include supervising and teaching off-campus classes. This motion was seconded by Mr. Winslow, and was carried unanimously.

Salary of Mr. L. J. Hortin Increased

President Richmond recommended that the salary of Mr. L. J. Hortin be increased \$120.00 per year, beginning November 1, 1944.

Motion was made by Mr. Winslow that the salary of Mr. L. J. Hortin be increased \$120.00 per year, beginning November 1, 1944, in accordance with the President's recommendation. This motion was seconded by Mr. Hart; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Veterans Administration Contract for Training War Veterans Approved

President Richmond reported that he had signed the contract with the Veterans Administration for the training of war veterans desiring to attend Murray State Teachers College under the provisions of the "G. I. Bill of Rights" (Public Law 16, 78th Congress); and he recommended that the Board approve his action in this connection and, also, that the President be authorized to sign any supplements to this contract that may be found necessary. The aforementioned contract bears the date of September 14, 1944, and covers the period beginning September 18, 1944 and ending June 30, 1945.

Motion was made by Mr. Winslow that the Board of Regents approve the President's action in signing the contract with the Veterans Administration for the training of war veterans at Murray State Teachers College, as reported by him, and that he be authorized to sign necessary supplements to this contract. This motion was seconded by Mr. Hart; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Construction of Poultry House Authorized

Next, Dr. Richmond read a letter from Mr. A. Carman, Head of the Department of Agriculture, setting up his opinions and recommendations concerning the construction of a Poultry Brooding Building with slaughter facilities for dressing poultry, the construction of a Farm Shop and the continuation of the operation of the Cannery in the building now used for that purpose.

After Mr. Carman's recommendations were considered and discussed informally, motion was made by Mr. Hart that the construction of a Poultry Slaughter House on the college farm be authorized by the Board of Regents. This motion was seconded by Mr. Winslow; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Cannery To Be Continued in Present Building

President Richmond stated that he endorsed Mr. Carman's suggestion concerning the location of the Cannery, and recommended that the operation of the Cannery be continued in the building which is, now, used for that purpose. It was agreed that the operation of the Cannery should be continued in its present location in the building which was constructed for a storage garage, and Dr. Richmond stated that he would make other arrangements for the storage of the college trucks and busses.

Construction of Farm Shop To Be Considered

Dr. Richmond recommended that the Board direct the President and Business Manager to confer with Mr. A. Carman and to make specific recommendations to this Board at its next meeting concerning the construction of a Farm Shop.

Motion was made by Mr. Hart that the President, Business Manager and Head of the Department of Agriculture investigate the possibility and advisability of the construction of a Farm Shop, and make specific recommendations to the Board of Regents, at its next meeting, concerning the construction of such a building. This motion was seconded by Mr. Winslow; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Increase in Salaries of Mr. C. E. Broach and Mrs. Fay Wall Sledd

Motion was made by Mr. Hart that the salary of Mr. C. E. Broach be increased to \$200.00 per month and the salary of Mrs. Fay Wall Sledd be increased to \$175.00 per month, both effective November 1, 1944, in accordance with the President's recommendation. This motion was seconded by Mr. Winslow; and the roll was called on its adoption with the following result: Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Letter from West Union Baptist Association

President Richmond read to the Board the Resolutions filed with him by the West Union Baptist Association, in which that organization urged that the teaching and practice of dancing in this college be stopped.

Motion was made by Mr. Winslow that the President be directed to advise the West Union Baptist Association that the Resolution was read, but no action was taken. This motion was seconded by Mr. Hart, and was carried unanimously.

Adjournment

Motion was made by Mr. Hart that the Board adjourn. This motion was seconded by Mr. Winslow, and was carried unanimously.

Charles Ferguson
Vice Chairman

Alice Keys
Secretary