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MINUTES OF THE BOARD OF REGENTSMURRAY STATE TEACHERS COLLEGE

July 15, 1946

The Board of Regents of the Murray State Teachers College met in the office of the President at 10:00 a. m., Monday, July 15, 1946, which was the regular quarterly meeting date. Mr. George Hart, Dr. C. E. Crume, and Judge Charles Ferguson were present. In the absence of Chairman John Fred Williams, Vice Chairman Charles Ferguson presided.

Report of the President

Dr. Woods presented and read his report as President as follows:

## REPORT OF THE PRESIDENT

July 15, 1946

Honorable Board of Regents  
Murray State Teachers College  
Murray, Kentucky

Gentlemen:

I am submitting the following for your information and consideration:

- I. Approval of Minutes - meetings held on November 15, 1945, January 21, 1946, March 7, 1946, and April 15, 1946.
- II. Report of the Committee on Entrance, Credits, Certification, and Graduation
- III. Leaves of Absence and Resignations

The following requests for leaves of absence have been received and I have accepted them:

- Dr. Robert W. Barnwell, Jr., beginning June 1 and continuing through July 10, 1946
- Dr. C. S. Lowry, beginning July 11 and continuing through August 17, 1946
- Dr. Forrest C. Pogue, Jr., for the fiscal year of 1946-47
- Dr. Julia Racine Spicer, for the months of July and August, 1946

The following resignations have been received and I have accepted them:

- Miss Patricia Merrill, Instructor in Music, effective June 1, 1946
- Mr. Fonzo Farmer, janitor, effective June 4, 1946
- Lt. Com. L. C. Fowler, Asst. Prof. in Commerce, effective June 14, 1946
- Mrs. Grace West Underwood, Secretary to Dean, effective July 1, 1946
- Mr. Ratliffe Paschall, Agriculture Instructor, effective June 30, 1946
- Mrs. H. C. Compton, Dishwasher, effective May 31, 1946

IV. Employment of Faculty, Administrative Staff and Maintenance

The following persons have been employed, and I am asking for your approval:

Faculty:

Mr. Leonard V. Ottway, Instructor, Machine Shop, effective June 24, 1946, salary at the rate of \$200.00 per calendar month.

Miss Annie Smith, Instructor, to fill position vacated by Dr. Julia Racine Spicer for second term of summer session, effective July 11, 1946, and continuing through August 17, 1946, at a salary of \$200.00 for this period of time.

Mr. Wayne Dyer, Agriculture Instructor, effective July 1, 1946, salary at the rate of \$2,700.00 per calendar year.

Mr. Richard D. Stillman, Instructor in Fine Arts Department and Director of Ceramics, effective September 1, 1946, at a salary of \$250.00 per calendar month.

Miss Woodward Byars, Instructor in Home Economics, effective June 1, 1946, and continuing through May 31, 1947, salary at the rate of \$200.00 per calendar month.

Mr. Joseph A. Golz, Instructor in Department of Fine Arts, beginning September 1, 1946, and continuing through May 31, 1947, at a salary of \$2400.00 for this period of time.

Dr. Julia Racine Spicer, Assistant Professor, Department of Languages and Literature, be placed on a nine-months' basis, for the period beginning September 1, 1946, and extending through May 31, 1947, at a salary of \$2240.00.

Mrs. Dorothy Rowlett, assisted with Elementary Workshop, June 3-July 10, 1946, for five weeks, at a salary of \$50.00 for this period of time.

Mr. W. Z. Carter, Instructor in Department of Education, beginning July 11, and continuing through August 17, 1946, at a salary of \$125.00 for this period of time.

Miss Patricia Twiss, Instructor in Physical Education Department, beginning September 1, 1946, and continuing through May 31, 1947, at a salary of \$2500.00 for this period of time.

Administrative Staff:

Miss Evadine Duncan, Nurse, effective June 10, 1946, at a salary of \$180.00 per calendar month. Miss Ruth Jewell who was elected nurse at the May 27th meeting did not accept.

Miss Alma Rivers Donohoo, Library Assistant in Charge of Gilbertsville branch library, effective July 1, 1946, salary at the rate of \$75.00 per calendar month.

Miss Sarah Henderson, Secretary to Dean, effective July 1, 1946, salary at the rate of \$125.00 per calendar month.

Miss Ludella Waggoner, Secretary to Extension Director, effective May 6, 1946, salary at the rate of \$125.00 per calendar month.

Maintenance:

Mr. C. E. Purdom, Watchman, effective June 1, 1946, salary at the rate of \$100.00 per calendar month.

Mr. James Bucy, Carpenter, effective May 15, 1946, salary at the rate of \$175.00 per calendar month.

V. Option on Bailey Property

At the last meeting, you passed a resolution authorizing the President to purchase the Bailey property for the Murray State Teachers College if it was possible to do so. As was discussed at this meeting, the present practice field seems to be the best place to locate the Science and Mechanical Arts Building. This necessitates finding another practice field. The college already owns through the Murray College School Company the Tune property, and adjacent to this is approximately three acres of property owned by Mrs. Onie Bailey. Mrs. Bailey's property fronts on Chestnut Street extended and extends south to our present practice field and contains approximately three acres. It is the only property that the college does not own between Fifteenth and Sixteenth Streets and Main and Chestnut Streets.

Mrs. Bailey has given the college an option on all her holdings in this area, except a plot 220 feet north and south and 205 feet east and west, for the sum of \$3,000.00. This particular plot which she is reserving fronts on Chestnut Street extended and includes her home. The property which we have secured an option on contains approximately two acres.

VI. State Maintenance for Certain Streets and Driveways on Grounds of Murray State Teachers College - Final Agreement on Resurfacing Streets and Driveways

I have received a letter from Mr. H. D. Metcalf, Director of Maintenance and Equipment, Department of Highways, Frankfort, under date of July 3, 1946, stating that the Commissioner of Highways is desirous of concluding arrangements to take over such streets and driveways on the grounds of Murray State Teachers College as can properly be accepted for State maintenance, and also wishes to reach a final agreement on the resurfacing of streets and driveways so that this work may be processed as soon as possible.

He asked that I or an authorized representative of the college arrange to confer with him in Frankfort, on July 8, 1946. It was impossible for me to be in Frankfort on this date, but I have written him that I would probably be in his office before the 18th of July to discuss this matter with him. I am asking for your suggestions as to what course should be taken in this matter.

VII. Fees Refunded to Students in Fine Arts Department

During the Spring Quarter of 1946, it was necessary to make several refunds in the Fine Arts Department to various students. There are several reasons why this is likely to happen from time to time:

1. After a student has paid his fees for a class, sometimes it becomes necessary to discontinue this class due to lack of teaching personnel or lack of facilities.
2. Occasionally a student pays his fees before tryouts are completed for organizations, for which he customarily receives a partial scholarship.
3. Occasionally a student, for financial reasons, drops courses for which fees have already been paid.

These and similar reasons constitute valid charges against the Fine Arts Fund and I am recommending that official provision for making such refunds be approved by the Board of Regents.

VIII. Rental of Home Management House

Since it was unnecessary for the Home Management House to be open this summer to accommodate any students in the Department of Home Economics, it was decided to rent the house to

Dr. and Mrs. H. Preston James. Dr. James is teaching during the summer session in the Department of Social Science and it was imperative that we find living quarters for him. A rental of \$30.00 per month is charged. I am asking for your approval in this action.

IX. Regional Library Service

The fiscal court of Calloway County decided to cancel the county library's appropriation. Unless this decision is rescinded, this will mean the closing of the Murray-Calloway branch, part of whose overhead was paid by the fiscal court. I am reporting this to you for your information.

X. Inauguration Committee

The Inauguration Committee met on May 10, 1946, and made some tentative plans for the inauguration of the President of Murray State Teachers College. It was decided by the committee that October 29, 1946, be set as the day of the inauguration. Your approval of this date is requested. If there are other suggestions that you would like to make concerning the inauguration, the committee would like to have them.

XI. Auditors Report

XII. College Annual

XIII. Department of Library Science

XIV. Sororities

During the week-end of May 18 and 19, Beta Nu Chapter of Alpha Sigma Alpha, national education sorority, was installed on our campus. The national president, Mrs. Fred Sharp, of Independence, Missouri, together with two other national officers and six student representatives from Ball State Teachers College at Muncie, Indiana, and the West Missouri State Teachers College at Warrensburg, Missouri, were present for the installation. Thirty-eight girls were charter members, having met all the necessary requirements. Miss Evelyn Linn, instructor in Mathematics, is serving most capably as faculty adviser.

The installation of Alpha Sigma Alpha gives us two chapters of education sororities on our campus, Sigma Sigma Sigma having been established in 1941. These two sororities have established a local Pan-Hellenic Association for guiding the joint affairs of the sororities. Miss Ella Wehling, dean of women, is serving as faculty sponsor to this Association.

The two sororities can do much for the campus in upholding scholastic standards, in cultivating an interest in social service projects, in developing the social graces--all of which are essential to a well-rounded college training. Their great need at present is for a satisfactory and attractive meeting place with storage facilities for their sorority supplies.

I am asking that you approve the installation on our campus of the Beta Nu Chapter of Alpha Sigma Alpha.

XV. Mrs. Verna G. Broach Granted Leave of Absence for Another Year

Mrs. Verna G. Broach, Assistant Librarian, has requested that her leave of absence be extended through the next fiscal year, beginning July 1, 1946. I have granted this leave to her.

XVI. Acceptance of Sara McConnell Musical Library if Offered to College

I have a letter from Mr. Doyle, asking for the Board's permission to accept a valuable musical library if it is offered to the college.

Mr. Doyle received a letter from Mr. Allen Spencer who is Dean of the Faculty at the American Conservatory in Chicago. In this letter he told of the death of one of his students who has been an outstanding piano teacher in LaSalle, Illinois, for many years. She left a large and valuable library which her sister is going to give to some smaller college. Dean Spencer would like for Murray to be the recipient of this gift. The only stipulation which is to be made is that it must be placed in a room to be named the "Sara McConnell Musical Library".

Mr. Doyle says that this library is probably worth several thousand dollars, since a great deal of it is not obtainable now. Packing and shipping costs would probably have to be paid by the college. I am asking for authority to accept this musical library, if it is offered to us.

XVII. Problem of Housing Students

With only a few rooms left in the women's dormitory and all rooms reserved in the two men's dormitories, I realized that we had a real problem in finding living accommodations for our students this fall. I discussed this matter with a committee of faculty and staff members. It was decided to make an appeal to the citizens of Murray to help furnish living accommodations for every student who wanted to come to Murray to college.

I appeared before the Chamber of Commerce and all the service clubs and asked for assistance. The Chamber of Commerce was very helpful. July 7-13 was designated as "College Week", and about 150 volunteer workers made a house to house canvass to find available rooms.

The contractors who are constructing the 64 housing units for married veterans are to start work on the houses not later than July 22. They tell me that they will have the houses up by the 1st of September. We have also been tentatively allotted 80 dormitory units. It appears that it might be well to attempt to locate these dormitory units north of the Health Building and west of the Stadium.

XVIII. Buildings at Kentucky Ordnance Works

XIX. Annual Report of the President

Respectfully submitted,

Ralph H. Woods  
President

RHW:AK

Approval of Minutes

Motion was made by Dr. Crume that the Minutes of the Board of Regents for the meetings held on November 15, 1945, January 21, 1946, March 7, 1946, and April 15, 1946, copies of which were mailed to the individual members of the Board, be approved and signed. This motion was seconded by Mr. Hart, and was carried unanimously.

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

Dr. Woods submitted the report of the Committee on Entrance, Credits, Certification, and Graduation and recommended that it be approved and the degrees be conferred and the training school diplomas be granted in accordance therewith, as follows:

Motion was made by Mr. Hart that the report and recommendations of the Committee and the President be approved and the degrees be conferred and the training school diplomas be granted as recommended. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Leaves of Absence and Resignations Approved

Motion was made by Mr. Hart that the leaves of absence and resignations be approved as reported by the President in Item III of his report. This motion was seconded by Dr. Crume and was carried unanimously.

Employment of Faculty, Administrative Staff and Maintenance at Salaries Mentioned Approved

Motion was made by Mr. Hart that the employment of faculty, Administrative and Maintenance staff, at the salaries mentioned in Item IV of the President's report, be approved. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Option on Bailey Property for \$3000.00 Approved and President Authorized to Proceed to Purchase Said Property

Dr. Woods reported that, in accordance with a previous resolution passed by the Board authorizing the President to purchase the Bailey property if possible, he had secured an option from Mrs. Onie Bailey on approximately two acres, adjacent to the campus, for the sum of \$3000.00 and asked for the Board's approval.

Motion was made by Dr. Crume that the Board approve the option which the President had secured from Mrs. Onie Bailey on approximately two acres, adjacent to the campus, for the sum of \$3000.00, and authorize the President to proceed to purchase the Bailey property, on which an option had been secured for \$3000.00, paying for same out of the appropriation for Capital Outlay. This motion was seconded by Mr. Hart and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

A letter also was submitted by Mrs. Onie Bailey offering to sell the remainder of her property for \$12,000.00, but no action was taken on the proposal.

President Authorized to Work Out Details With Highway Department for State Maintenance of Certain Streets and Driveways on Grounds of Murray State Teachers College and Execute Contract

Motion was made by Mr. Hart that Dr. Woods be authorized to work out the details with the Department of Highways in concluding arrangements to take over certain streets and driveways on the grounds of Murray State Teachers College as can properly be accepted and state maintained and execute contract. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Official Provision Made for Refunding Certain Fees to Students in Fine Arts Department

Dr. Woods reported that it was necessary to make several refunds to students in the Fine Arts Department during the Spring Quarter of 1946. He stated in Item VII of his report several reasons why this would be likely to happen from time to time and recommended that official provision for refunding these fees be made.

Motion was made by Dr. Crume that official provision be made for refunding certain fees to students in the Fine Arts Department in accordance with the reasons set forth in Item VII of the President's report. This motion was seconded by Mr. Hart and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

#### Rental of Home Management House Approved

Motion was made by Dr. Crume that the Board approve the action of the President in renting the Home Management House to Dr. and Mrs. H. Preston James during the summer session of 1946 at a rental charge of \$30.00 per month. This motion was seconded by Mr. Hart and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

#### Inauguration Date Approved

Motion was made by Mr. Hart that the Board approve the date suggested by the Inauguration Committee, October 29, 1946, as the day set for the inauguration of the President of Murray State Teachers College. This motion was seconded by Dr. Crume, and was carried unanimously.

#### Auditor's Report

Dr. Woods submitted to the Board the Auditor's Report of the Murray State Teachers College for the year ending June 30, 1945, which was presented to the Honorable Simeon Willis, Governor of Kentucky, by Mr. C. I. Ross, Auditor of Public Accounts, under date of May 29, 1946, after having been prepared by Messrs. Earl H. Day and Cressel Edwards, representatives of the Auditor. Dr. Woods read to the Board the comments made by the Auditor.

This report was received and accepted by the Board and ordered to be filed.

#### Department of Library Science

Dr. Woods called the Board's attention to a letter which he had received from Miss Nancy Hoyle, Field Representative of the Southern Association of Colleges and Secondary Schools, concerning our Department of Library Science.

Motion was made by Mr. Hart that the President be authorized to institute whatever adjustments are needed in the Library Science program in order to meet the requirements of the accrediting associations and to render the service needed by the people of our area. This motion was seconded by Dr. Crume and was carried unanimously.

#### Installation of Beta Nu Chapter of Alpha Sigma Alpha Sorority Approved

Motion was made by Mr. Hart that the Board approve the installation of Beta Nu Chapter of Alpha Sigma Alpha Sorority on the campus as reported by the President. This motion was seconded by Dr. Crume, and was carried unanimously.

#### Leave of Absence for Another Year Granted to Mrs. Verna G. Broach

Motion was made by Mr. Hart that the leave of absence of Mrs. Verna G. Broach, Assistant Librarian, be extended through the fiscal year, beginning July 1, 1946. This motion was seconded by Dr. Crume, and was carried unanimously.

#### Sara McConnell Musical Library to be Accepted if Offered to College

Motion was made by Dr. Crume that the President be authorized to accept the Sara McConnell Musical Library if offered to the college in accordance with the President's report under Item XVI. This motion was seconded by Mr. Hart, and was carried unanimously.

Problem of Housing Students Discussed; Dormitory Facilities for Eighty Persons Approved

In Dr. Woods report, he reviewed the problem of housing students for the fall term and told how an appeal was being made to the citizens of Murray to help furnish living accommodations for students.

He also stated that the contractors for the 64 housing units for married veterans would start work on these not later than July 22 and have the houses up by the first of September.

Dr. Woods then read a telegram which he had received from Mr. Charles B. Lawrence, Jr., under date of July 13, 1946, assigning dormitory facilities for eighty persons, subject to execution of of the contract with Federal Public Housing Authority, and asking for acceptance of this assignment. Dr. Woods said that he answered Mr. Lawrence's telegram immediately and accepted the assignment of dormitory facilities for eighty persons.

Motion was made by Mr. Hart that the Board approve the President's action in accepting the assignment of dormitory facilities for eighty persons and authorize him to execute contract with the Federal Public Housing Authority for these facilities. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Tentative Report on Student Living Accommodations to be Furnished by Citizens of Murray

At this point, Dr. Woods called Mr. Wrather into the meeting and asked him to make a report on student living accommodations that would be furnished by the citizens of Murray. Mr. Wrather stated that out of the 56 teams working, 28 teams had made reports, and he felt that approximately 200 men, 75 women, and 25 married couples could be accommodated.

Dr. Edward L. Pross Elected Head of Department of Languages and Literature

Dr. Woods discussed the position of Head of the Department of Languages and Literature and recommended that Dr. Edward L. Pross be elected Head of the Department of Languages and Literature, beginning September 1, 1946, and continuing through May 31, 1947, at a salary of \$3040.00 for this period of time. Dr. Woods stated that Dr. Pross has A.B., M.A., and Ph.D. degrees from Ohio State University and Ph.D. degree from the State University of Iowa. He has had successful teaching experience in high school and in college. He is a Lieutenant Commander, USNR, and has been Officer-in-Charge of the Navy Pacific University. His three years in the Navy have been spent in administrative activity.

Motion was made by Dr. Crume that Dr. Edward L. Pross be elected Head of the Department of Languages and Literature, beginning September 1, 1946, and continuing through May 31, 1947, at a salary of \$3040.00 for this period of time. This motion was seconded by Mr. Hart and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Department of Education

At the meeting of the Board held on May 27, Dr. G. T. Hicks was granted a leave of absence from his duties as Head of the Department of Education for the fiscal year 1946-47. Since that time, Dr. Hicks has discussed his physical condition with me on several occasions and told me that his health might not permit him to return as scheduled at the termination of his leave of absence. In view of this fact, he has now requested that he be relieved of the responsibility of serving as Head of the Department of Education, since he did not want his illness to stand in the way of Murray's progress and growth.

Motion was made by Dr. Crume that Dr. G. T. Hicks be relieved of the responsibility of serving as Head of the Department of Education, assigning him Professor of Education upon his return; and that the President be authorized to secure the services of a person to serve as Head of the Department of Education and direct the graduate program. This motion was seconded by Mr. Hart and the roll was called upon its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Report of Committee on Entrance, Credits, Certification, and Graduation (For motion accepting report, see page 346)

July 12, 1946

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:

The following students have applied for degrees to be granted in August, 1946. If they complete all the requirements for the degree for which they are applying by August 17 or August 31, 1946, we recommend that you grant their degrees as of August 17 or August 31, 1946.

Bachelor of Science in Agriculture

John B. Cavitt

Bachelor of Music Education

Nelle Elizabeth Bizzle  
Helen Dorothy Cain

Robert Andrew Gipe  
Mildred Garnetta Kolb

Bachelor of Science

Jane Elizabeth Orr Basden  
Doris Ellene Bell  
Quava June Clark  
Hazel Meacham Cowin  
James Wood Cunningham  
Thomas Howard Farley  
John Curlee Gibson  
Thomas Boone Hogancamp  
Virginia Honchell  
Daisy Offutt Johnson

James Madison Lassiter  
Mary Maynard  
Dorse R. O'Dell  
Beuna Frances Cotham Peyton  
Minnie Lee Ragland  
Forrest Alton Riddle  
Katy Belle Shaw  
Ina Sue Slayden  
Leslie Barkley Walker  
Juanita Evaline Williams

Margaret McClellan Workman

Bachelor of Arts

Gertie Nelle Morris

Bachelor of Science in Home Economics

Mable Elrod Allen  
Anne Merle Fellers

Yvonne Miller  
Sarah Ruth Rhodes

Master of Arts in Education

Joseph Clay Fitch

Joel Preston Holland

Diplomas from the Training School

If Mr. Carman Graham, Director of the Training School, Murray State Teachers College, recommends that Peggy Steele and Martha Sue Thornton have completed requirements for their diplomas on August 17, 1946 then we recommend that they be granted their diplomas as of that date.

Very truly yours,

/s/ Cleo Gillis Hester  
/s/ Wm. G. Nash  
/s/ F. D. Mellen

Bids for the Publication of College News Received

At this time, Mr. Broach stated to the Board that the contract for the publication of the College News had expired on June 30, 1946, and that requests for bids to be submitted on Monday, July 15, 1946, had been sent to the Murray Democrat and the Calloway Publishing Company.

Sealed bids were received and opened. Mr. Kerby Jennings, Managing Editor of the Murray Democrat, wrote a letter under date of July 15, 1946, stating that he did not care to submit a bid. Mr. W. P. Williams, President of the Calloway Publishing Company, submitted a bid, which was read to the Board and consideration given to it.

July 13, 1946

Board of Regents  
Murray State Teachers College  
Murray, Kentucky

Gentlemen:

We wish to quote as follows on your specifications for publishing the College News for the one year period, July 1, 1946 to June 30, 1947.

On the basis of six pages, 3600 copies per issue, \$113.00, extra copies at .50 per hundred. For copies less than 3600, the amount of .50 per hundred will be deducted.

On the basis of eight pages, 3600 copies per issue, \$133.60, extra copies at .60 per hundred. For copies less than 3600, the amount of .60 per hundred will be deducted.

We are in position to faithfully comply with all provisions of your specifications as furnished to us by Mr. M. O. Wrather on July 12, 1946.

It is to be noted that the above rates are the same as in our contract of May 8, 1944. We are able to maintain these rates in spite of the sharp and frequent increases of newsprint and other materials.

Sincerely yours,

ALLOWAY PUBLISHING COMPANY

W. P. Williams, President

By James C. Williams  
Gen. Mgr.  
Ledger and Times

Motion was made by Dr. Crume that the bid of the Calloway Publishing Company for the publication of the College News, which was the only bid received, be accepted. This motion was seconded by Mr. Hart and the roll was called upon its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Annual Report of the President

Dr. Woods submitted his annual report which covered the period since November 1, 1945, at which time he took office, through June 30, 1946.

Motion was made by Mr. Hart that the Board receive and accept the Annual Report of the President, which was an excellent one. This motion was seconded by Dr. Crume and was carried unanimously.

ANNUAL REPORT OF THE PRESIDENT

July 15, 1946

To Members of Board of Regents:

I submit herewith a brief resume of the activities and efforts of the Murray State Teachers College for the year ending June 30, 1946. The major portion of the report deals with activities since November 1, 1945, at which time, I assumed the duties of President of this institution.

Enrollment

In order to look into the future, we need to retrospect; therefore, I am listing the record of enrollment for the past eleven years:

<u>Year</u>	<u>1st Semester</u>			<u>2nd Semester</u>		
	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
1935-36	415	344	759	406	463	869
1936-37	398	351	749	415	442	857
1937-38	343	344	687	371	403	774
1938-39	498	404	902	519	509	1028
1939-40	613	498	1111	592	531	1123
1940-41	661	471	1132	594	514	1108
1941-42	494	537	1031	403	486	889

<u>Year</u>	<u>1st Quarter</u>			<u>2nd Quarter</u>			<u>3rd Quarter</u>		
	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
1942-43	333	338	671	295	304	599	229	294	523
1943-44	71	251	322	60	229	289	51	247	298
1944-45	86	369	455	75	328	403	64	319	383
1945-46	136	429	565	261	372	633	378	370	748

Without Duplication from September to June

<u>Year</u>	<u>Men</u>	<u>Women</u>	<u>Total</u>
1935-36	496	496	992
1936-37	479	512	991
1937-38	407	464	871
1938-39	586	556	1142
1939-40	693	601	1294
1940-41	718	586	1304
1941-42	544	612	1156
1942-43	405	391	796
1943-44	84	309	393
1944-45	100	428	528
1945-46	447	481	928

College Enrollment without Duplication September 1923 to July 1, 1946: Men, 4583; Women, 6388; Total 10,971. Degrees granted to July 1, 1946; Bachelors, 2085; Masters, 16.

Budget Request and Appropriation

On December 10, 1945, I appeared before the Legislative Council and presented our budget request for the biennium, beginning July 1, 1946, which included \$381,000.00 per year for operation and maintenance and \$450,000.00 for capital outlay. The final budget bill included \$325,000.00 for operation and maintenance and \$425,000.00 for capital outlay. The Governor vetoed \$225,000.00 of the Capital Outlay appropriation which was to be available during the second year of the biennium, leaving us \$325,000.00 for operation and maintenance and \$200,000.00 for capital outlay.

### How the Increased Appropriation is Being Used

The administrative phase of the budget was not increased but the entire increase in appropriation over that of the last biennium for operation and maintenance is being used to increase salaries of the teaching staff or to add needed new instructors.

Practically all faculty members will be paid in twelve equal installments instead of paying the bulk of the annual salaries during a nine months period as has been the practice for a number of years.

### Equipment

Surplus Property: Since the day I came to Murray, every effort has been made to secure surplus equipment from the Federal Government. Our efforts in this regard will be continued. Much of the equipment was secured from the Kentucky Ordnance Works near Paducah, Kentucky. Examples of equipment secured are: a turret lathe, a milling machine, a heat treating furnace, a machine lathe for the machine shop, miscellaneous auto-mechanics equipment, supplies and equipment for chemistry, physics, home economics, and biology departments, as well as a rather complete layout for woodshop, and some equipment for sheet metal work, plumbing, and farming engineering. The estimated value of the equipment received to date is \$75,000.00. The only expense to the college for securing this equipment has been for crating, trucking, and freight.

USO Equipment: When the USO left our campus, part of their equipment was offered for sale. This equipment, which included chairs, tables, lamps, and fans, was purchased for \$591.25, which was about one-half of the original cost.

Navy Equipment: Supplies and equipment valued at \$44,537.15 was purchased from the Navy for \$6,728.05 at the termination of the instructional program.

### Closing the Navy Contract

The United States Navy cancelled its contract with the college as of December 15, 1945. Their auditors visited the campus and satisfied themselves with our records. All supplements to the contracts have been completed. The Navy has removed from the campus all of its property. A Mark of Commendation for effective cooperation was awarded the college by the Navy.

### Murray College School Company

The Murray College School Company was organized on April 21, 1942, as a non-profit organization with no capital stock and formed for the sole purpose of promoting the cause of education. The nature of the business and objects and purposes were to acquire and take title to real estate ultimately to be conveyed to the Murray State Teachers College, and to act as a holding company and lease said property to the Murray State Teachers College upon a rental basis, the rents ultimately paying the purchase price. The real estate now held by the Murray College School Company as a holding company was conveyed to it by Dr. and Mrs. John W. Carr.

The payments made and to be made on the property held by the Murray College School Company are as follows:

1. Golf Club Property: Interest on property from  
June, 1943 - June, 1946 (four payments) ..... \$738.00  
(This interest is to be paid annually during  
the life of Dr. Carr and of Mrs. Carr)
2. Underwood Property: Five Installments paid ..... \$4,440.00  
(June 1942 - June 1946)

Leaving five installments to be paid .....\$3,405.00

3. Tune Property: Five installments paid ..... \$2,405.00  
(June 1942 - June 1946)

Leaving five installments to be paid ..... 1,917.00

### Murray State College Foundation

In May of this year, the Murray State College Foundation, a non-profit corporation with the affairs and business conducted by a Board of Directors, was organized. The purpose of this organization is to assist in the development and growth of Murray State Teachers College, with powers to receive and hold by gift, bequest, grant, or purchase, any real or personal property for the use and benefit of the college.

### Acquainting the People with the Work of the College

Mimeographed or printed material has been sent to superintendents, principals, teachers, and prospective students. Letters have been written to every veteran in the area served by this college. During the latter part of December, fifteen faculty members visited the different counties to call to the attention of veterans the opportunities offered at Murray. The efforts of our institution were mentioned on a national radio hook-up by Kate Smith.

### Service to Veterans

Guidance Center: On November 23, 1945, the Veterans Administration opened up a Veterans Guidance Center on our campus. A nominal rental charge is paid for office space. The college provides certain testing service when requested by the Veterans Administration. The Veterans Administration has been helpful and cooperative. It is also felt that the college has likewise effectively assisted the Veterans Administration.

Special Courses: The college, in cooperation with Calloway County and the State Division of Vocational Education, launched a Farmer-Training program for veterans. The first class was started on January 7 and two additional groups were provided with instruction during the early spring. A total of 143 veterans were enrolled and served by this program. The Farmer-Training program is being carried on by the respective high schools, including the college training school in a most satisfactory manner. The college is continuing to give counsel and needed assistance to this program.

Courses in Electrical Maintenance and Repair, Machine Shop, and Auto-Mechanics were offered to veterans through the Trades Division of our Training High School. The first of these courses was started on January 14. Up through May 18, 54 veterans were enrolled in these courses. During the first term of the Summer Session, 50 students were enrolled in these courses. The Veterans Administration has been paying the college a tuition fee of \$20.00 per month per veteran. Beginning July 1, the Veterans Administration will pay \$28.00 per month per veteran.

College Courses: Our regular college course offerings were taken by all veterans who could satisfy entrance requirements. The enrollment under Public Law 16 and Public Law 346 is as follows:

<u>1945-46</u>	<u>Public Law 16</u>	<u>Public Law 346</u>	<u>Total</u>
1st Quarter	3	25	28
2nd Quarter	10	129	139
3rd Quarter	20	258	278
1st Term Summer Session	28	282	310

Fees and Tuition: For all veterans under Public Law 16, the college is paid the regular fees charged all other students or non-veterans of the college.

For all veterans under Public Law 346, the college is paid the regular fees charged all other students or non-veterans of the college, plus an additional tuition of \$45.00 per quarter.

For furnishing the veterans books, supplies, and equipment, the college is reimbursed for the cost of the items furnished, plus a 10% handling charge.

Contracts: The following contracts with the Veterans Administration have been renewed or in the process of being renewed:

VAM 19967, Lease for 624 sq. ft. of space in Auditorium Building used by Guidance Center; VA-vr-394, Tests, Meals, and Lodging; VA27a-vr-106, Shop Courses; and Public Law 16.

### Housing for Veterans

Early in November, the college began working on the matter of securing houses for married veterans. Thirty-three houses were secured from Charlestown, Indiana, under Bailment Contract. Later these houses were purchased from the Federal Public Housing Authority. Twenty-seven of these houses are located north of Ordway Hall and east of the Health Building. Six of the houses are on the college farm adjacent to the campus. All of the houses in this project are occupied. Further applications were submitted and we were allotted seventeen standard trailers. These trailers are located east of Ordway Hall and most of them are occupied.

We have been allotted sixty-four more family dwelling units. Our plan for locating them on the college farm just north of the six houses previously placed there has been approved and we are expecting the construction to start erecting the houses at once.

We desperately need dormitory space for single veterans and the Federal Public Housing Authority has indicated that we may secure an allotment for sixty-six unmarried veterans. I am requesting dormitory space for two hundred veterans.

### Student Center

As per your authorization a Student Center was started on January 5, 1946, in the basement of the Fine Arts Building. This center has functioned satisfactorily. Opportunities are provided for recreation, reading, and relaxation. A snack bar is operated by the Student Center Committee. This center is serving a real need in the absence of a more spacious student union building.

### New Buildings

The contract has been agreed upon with Joseph & Joseph, Architects, for the preparation of plans for the Science and Mechanical Arts Building. This contract has been in Frankfort for approximately two months. The state engineer and the finance department say they will approve it. Joseph & Joseph, Architects, are already working on plans. I have hopes that we may start construction in the spring of 1947.

As per your authorization, the annex back of the Auditorium Building and adjacent to the Fine Arts Building is now under construction. We hope to have the building ready to house the woodworking shop and sheet metal equipment by the time the fall quarter opens. All materials, with the exception of the windows, have been purchased. This building will serve the immediate needs of the college this year and will contribute to increased effectiveness in our buildings and grounds and general maintenance programs in the future.

### Graduate Work

Thirty-five graduate students were registered during the first term of the 1946 Summer Quarter. Twenty-nine were enrolled in Dr. Aderhold's course and twenty-two in that taught by Dr. Davis. Two graduate students were enrolled in the Workshop in Elementary Education. Interest in the graduate program has increased and has been strengthened by the return of several veterans who are doing full-time graduate work during the regular session.

### Special Courses During Summer Session

To keep step with a much-needed march of progress in education, four special courses of a workshop nature were operated during the first summer term. Twenty-nine students were enrolled in a two weeks' course (June 3-15) entitled, "Building High School Programs on Community Needs and Resources". This course was directed by Dr. O. C. Aderhold, Dean of the College of Education, University of Georgia. Twenty-three students were enrolled in a three weeks' course (June 17-July 10) entitled, "Guidance in Today's Schools" by Dr. H. L. Davis, Principal of Lafayette High School.

Twenty-two people were enrolled in a course, "Building a Program for the Elementary School", directed by Miss Rubie Smith and assisted by Dr. Annie Ray and Miss Lottie Suiter and such consultants as Miss Virginia White James and Miss Genevieve Pickup of the TVA, Miss Mildred Neff of the State Board of Health, Miss Mary Lois Williamson, State Supervisor of Home Economics, Miss Jeannette Malloy, Supervisor of Sloan Foundation Experiment, Lexington, Kentucky, Miss Louise Combs, Assistant Director of Teacher Training and Certification, Frankfort, and Dr. Glenn Blough of the U. S. Office of Education, an author of note and a specialist in science, and Miss Mary Swain, specialist in reading from Scott Foresman Book Company.

The School Lunch Room Workshop was directed by our Department of Home Economics and assisted by Miss Williamson, State Director of Home Economics, and Miss Annie Mary Botts, Assistant State Supervisor of School Lunch Programs. Forty-four persons were enrolled.

I feel that these workshops will contribute much to the increased effectiveness of our programs in the elementary and secondary schools.

### College Farm

Our college farm, under the direction of Mr. A. Carman and his staff is in fine condition and continues to show a profit. In the year just closed, the profit was approximately \$9,414.16. Not only is the Department of Agriculture improving the farm and widening our agricultural services, but it is developing a wholesome spirit of cooperation between the college, the agricultural leaders, and the farmers of this area.

### Religious Emphasis Week

Religious Emphasis Week, under the direction of a committee composed of representatives of the student denominational groups, the Y. W. C. A., and the faculty, was held during the week of April first to fourth. Dr. Raymond F. McLain, president of Transylvania College who had recently returned from service with the Navy in the Pacific, was the speaker. Both students and faculty manifested a real interest in his messages. He emphasized the weaving of religion into our individual lives.

### College Library

Fluorescent lights have been installed in the periodical room of the library. The library has functioned effectively. One thousand and thirty volumes have been added this year, and in addition to this number, 199 have been added to the Training School library. Our total book collection is 36,669 volumes. In addition to this, we subscribed to 243 magazines, and there are 2,732 bound volumes of periodicals. When finances permit, we will need to add another professional librarian to the library staff.

### Regional Library Service

The regional library, in cooperation with local boards of education, the city council of Murray and fiscal courts, provided the following services for children, youth, and adults of the area during 1945-46.

Approximately 5000 children and teachers in 41 one- and two-room schools and 12 high schools in Calloway and Marshall were visited monthly by bookmobile. Books were distributed to supplement the work of the schools, develop reading skill, assist in professional development of teachers, and provide recreation.

Forty-one deposits in grocery stores and homes in Calloway, Graves, and Marshall counties served regularly adults, out of school youth, and children during months schools are closed.

Branches with collections of 2000 to 3000 books and open regular hours were maintained at Mayfield, Murray, and for six months at Gilbertsville. The Benton library was open from November through March but closed for lack of housing space and has not been reopened.

#### Cooperative Film Library

Forty-seven high schools in Western Kentucky have entered into a Cooperative Film Library arrangement with the college. Each school purchases four classroom films and all films are left with the college for distribution. The college selects, services, and distributes the films to the various schools in the cooperative with each school paying mailing charges on all films received.

#### Speakers Who have Come to Our Campus

On our campus during the year, we have had a number of outstanding speakers, including Dr. Amry Vandebosch, Professor of Political Science, University of Kentucky, and member of the Advisory Staff at the United Nations Conference at San Francisco, Miss Sigrid Schultz, war correspondent who covered the Nuremburg trials, Dr. J. Russell Whitaker of Peabody College, Dr. Carsie Hammonds and Dr. Maurice Seay of the University of Kentucky, Dr. Edgar Dale of Ohio State University, Columbus, Dr. Dennis Williams of the Encyclopedia Britannica, Mr. Barry Bingham, President of the Courier-Journal, Dr. John L. Hill, Editor of the Broadman Press, Senator Josh Lee of Oklahoma, and others including representatives of the TVA.

#### High School Contests, Music and Speech Events, and Musical Programs

Through the guiding genius of Professor Doyle, Head of the Fine Arts Department, there was organized a West Kentucky Symphony, composed of members living in this area, which gave excellent programs at Paducah, Mayfield, and Murray. Professor Doyle also organized and directed a Calloway County Chorus of more than 300 voices. Music and speech events were participated in by the schools of this area, and the quality of the programs was excellent. Mr. Wrather did an unusually good job in organizing and carrying through this program.

#### High School Commencement Addresses Made in This Area

Your President and other members of the faculty delivered a number of commencement addresses in the area served by the college.

#### Finances

Supplementing this report is a report of the business manager which has been prepared by Mr. P. W. Ordway. An examination of his report will show that our financial condition is satisfactory.

#### The Future

Yesterday is gone. Today is ours to use as effectively as we know how in order that the future may provide enriched living and increase human happiness. Progress in any era is dependent upon effective leaders and intelligent followership by men and women of ability and character. Murray State Teachers College has a challenging role to play in providing needed opportunities to an increased number of present and future citizens.

The past two decades at Murray have been years of foundation laying. Progress during these years has been in a sense spectacular. The time is here now for us to move forward in the development of a college in the truest sense of the term. Emphasis must be placed on the improvement of our instructional program in each department of the college. The faculty must continue to grow and programs must be expanded in keeping with the needs of the hour. On our doors, opportunity knocks. It is my happy privilege to join with you in building a greater Murray State Teachers College.

Respectfully submitted,

Ralph H. Woods  
President

RHW:AK

Business Manager's Report Received and Accepted

Mr. Broach submitted his Annual Report and it was received and accepted by the Board and ordered filed.

College Annuals for 1944-45 To Be Purchased

Dr. Woods reported to the Board that, due to the advertising value of our college annuals, he was recommending that 85 1944-45 Annuals be purchased.

Motion was made by Mr. Hart that the recommendation of the President be approved and that 85 annuals of the Murray State Teachers College for the year 1944-45 be purchased. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Buildings at Kentucky Ordnance Works

Motion was made by Mr. Hart that the President be authorized to proceed with his effort to purchase buildings #705, Employment Building, #708, Cafeteria, #719, Medical Service Building, at Kentucky Ordnance Works near Paducah, Kentucky, if these buildings can be purchased at a nominal figure without future controls by the government except possibly the housing of veterans during the emergency. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Resignation of Miss Alice Keys, Treasurer, Accepted

Dr. Woods read to the Board a letter from Miss Alice Keys, submitting her resignation as Treasurer, effective at the close of business on July 31, 1946, and asking that an audit of all accounts be made by a committee of board members or by someone designated by the Board.

Motion was made by Mr. Hart that the resignation of Miss Alice Keys, Treasurer, be accepted, and that Mr. Preston W. Ordway be authorized to audit the accounts of the Murray State Teachers College, and that Dr. Woods be authorized to employ such additional help as is needed to make this audit. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Mr. Preston W. Ordway Elected Treasurer

Motion was made by Mr. Hart that Mr. Preston W. Ordway be elected as Treasurer. This motion was seconded by Dr. Crume and the roll was called on its adoption with the following result: Mr. Hart, aye; Dr. Crume, aye; Judge Ferguson, aye.

Adjournment

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

Charles Ferguson  
Vice Chairman

Alice Keys  
Secretary