



7-20-1936 2:00 PM

1936-06-20

Board of Regents, Murray State Normal School

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MINUTES OF BOARD OF REGENTSMURRAY STATE TEACHERS COLLEGE

June 20, 1936

The Board of Regents of Murray State Teachers College met in the office of the President at 2:00 P. M. Saturday, June 20, 1936, as per the call of the Chairman. Mr. T. H. Stokes, Mr. B. L. Trevathan, Dr. C. E. Crume and Judge Bunk Gardner were present. In the absence of Chairman Harry W. Peters, Vice Chairman Bunk Gardner presided.

Reading of the Minutes

The reading of the minutes was postponed until a later date.

President's Report

Dr. Richmond distributed to the members of the Board copies of his report as President, which he read, as follows:

June 20, 1936

Board of Regents
Murray State Teachers College
Murray, Kentucky

Gentlemen:

I am submitting to you the following items of business for consideration and such action as you deem advisable.

Enrollment - The enrollment in the summer school is as follows: college, 512 who have passed through the Registrar's office, 491 of which number have paid their fees in the Business office; training school, 200. This is a smaller enrollment than last year's summer school, but I did not expect as large an enrollment. Many teachers took summer school work last year in the various colleges in order that they might renew their thirty-two hour certificates before September first, after which time the thirty-two hour requirements were raised to sixty-four hours; this situation stimulated enrollment throughout the state. Information that I have reveals the fact that all the colleges have summer school enrollments approximately 20% under that of last year. Our summer school is not as large as it should be, however, and every effort will be made to increase the attendance not only in the two regular semesters but in next year's summer school. I have some very definite plans which I hope will accomplish these desirable results.

Faculty Contracts - At the last meeting of the Board, I discussed with you certain contemplated changes with reference to the method of contracting with faculty members. It seemed advisable to confer with the Frankfort authorities before definitely agreeing upon the method which I am outlining below. May I say that I conferred with Mr. Nat Sewell, State Inspector and Examiner, regarding this setup, and it met with his approval. This plan is as follows: The Board will contract with faculty members from July 1, 1936, to August 15, 1936, for the summer school for an amount which shall be adopted by the Board; and make a second contract from September 15, 1936, to June 4, 1937. The amount of money called for in these two contracts will represent eleven-twelfths of the guaranteed salary for 1935-36, the intention being to make a separate contract for the summer school, beginning early in June of 1937. Such a policy will do two things: first, protect us against the possibility of

a deficit for the month of June for next year, and, second, enable certain faculty members to have vacations and thereby permitting us to employ temporary instructors for the summer school.

Mrs. Frances Ross Hicks - We have been using Mrs. Frances Ross Hicks in our graduate school, paying her for the actual time she teaches. Since this graduate work will continue throughout the summer school term, I am recommending that she be employed for that time on the same basis that she has been employed during the past year.

Teacher of Agriculture - Mr. A. Carman has been offered the position as Professor of Agriculture at an annual salary of \$2,400.00. He claims that he can't afford to accept the place at this figure. As principal of one of the high schools in Fayette County, he is now receiving approximately \$3,000.00 a year. If it is possible to secure the Pullen property, then, I would recommend that he be paid the \$2,400.00 and a home on that property be furnished him free. We could justify these arrangements on the ground that he is there to look after the property. I am sure that we can secure the services of Mr. Carman for \$3,000.00 but I doubt if our budget will permit our paying him that much.

Mr. R. A. Johnston, Chemistry Teacher - Mr. Johnston has requested a leave of absence for the fall semester to enable him to continue work on his Master's degree. I am nominating his son, Paul Johnston, who has a Master's degree from Indiana and has done considerable work on his Doctor's degree, to take his place. His salary is to be the same as his father's.

Dean of Women - Miss Mabel Gude, who was elected Dean of Women at the last meeting of the Board, has written me stating that she will not accept her appointment, having accepted a position with some book company in Chicago. You will recall that I told you at the time of our last meeting that there was some doubt about her returning to Murray. In view of our budget problems, I am recommending that, for the coming year, some member of the faculty be appointed Dean of Women in connection with her other duties and that the President be authorized to select the faculty member to be so designated, and that for this service she be offered room and board at Wells Hall free.

Employment - A. Due to the fact that it is not now possible to know definitely what additional teachers will be needed in the Commerce Department, I am asking authority from this Board to employ one or two more assistants, if necessary, the total compensation for these services not to exceed \$2,500.00.

B. Since Mr. L. R. Putnam has agreed to and is now planning to take a special course in Music, as directed by Mr. Tuthill, I am nominating him for his old position at the same salary.

C. Mr. W. J. Gibson was elected Librarian a year ago and has assumed his duties June 1. I am recommending his salary to be on the basis of \$2,400.00 per year, subject to the conditions as fixed by this Board.

D. At the last meeting of the Board, Mr. Rue L. Beale was elected a member of the faculty, his duties to begin at the beginning of the fall semester. I am recommending that his salary be on the same basis as that of the man for whom he is temporarily substituting.

E. Since Miss Mayrell Johnson is receiving somewhat less salary than others with the same training and status, I am recommending that her salary be raised to \$1,616.66.

Mr. U. G. Starks - Mr. U. G. Starks has intimated to Mr. Smith and to me that, after July 1, he will discontinue his connection with the college in order that he may go into

private contracting business. I have the feeling that Mr. Starks would continue in his present capacity if he were paid more money. Mr. Smith is very insistent that Mr. Starks' services be retained, stating that he is a most excellent inspector. I should like to have the reaction of the Board in this matter.

Mrs. Maurine E. Brookshire - Due to our policy of not employing married women with husbands to support them, I am nominating Mrs. Maurine E. Brookshire to take Mrs. Organ's place as stenographer and clerical assistant in the training school, her salary to be \$60.00 per calendar month, beginning July 1, 1936, and to terminate whenever her services may not be needed.

Insurance - Last week, Mr. Broach, our Business Manager, was in Frankfort. He was notified by Mr. Brown of the Insurance Department that all of our insurance was to be cancelled as of July 1 and that from that date, the insurance would be carried by the State but the State would charge against our appropriation approximately \$7,000.00 out of the 1936-37 appropriation to go into the insurance fund of the State. If we should cancel our insurance as of July 1, it would mean that approximately \$6,000.00 of our money would revert to the General Fund of the State. The time was so short that I assumed the responsibility of cancelling all insurance as of June 15 and securing binders for the protection of the property until July 1. By so doing, the institution will net approximately \$5,800.00 in returned premiums. This money can and should be used in making as large payments as possible on teachers' and employees' salaries for the month of June. I called Governor Chandler over the telephone, and he concurred in this arrangement. I also notified Mr. Brown by telephone and in writing what we were planning to do, he, likewise, concurred in it. The return of this money will enable us to pay June salaries practically in full. I should like for the Board to ratify what I had done. Had there been any doubt in my mind about the attitude of the Board on this question, I would have suggested a Board meeting but I knew, of course, that you would want me to act in this matter as I have acted.

Sheriff's Notice Re: 15 ft. Strip, etc. - The original contract for the highway does not involve us in any way by which we should have received such a notice, since it is a contract by the Commonwealth of Kentucky through the State Highway Commission; and the college will not be a party concerned unless we have to pay for the additional excavation for the grade line. We have favorable reports from State officials of the Highway Department that the Commonwealth will bear all of the expenses; and, if this is done, the college will not be a party concerned in any way. I recommend to the Board to file this notice and pay no attention to it until things are definitely settled relative to the responsibilities in connection with this highway.

Special Bulletin - The delay in getting our catalogues and the demand for literature on the part of prospective students prompted me to get out a special bulletin, well illustrated, to be put into the hands of interested parties without delay. This bulletin will be ready for distribution early next week. It will be my pleasure to send a copy to each member of the Board of Regents.

President's Home - The President, following the instructions of your Board, has requested the Governor to have his Board of Public Property approve the action of this Board in planning to purchase the Rainey T. Wells property for \$20,000.00. I have tried in every way possible to get this matter settled but one delay after another has prevented. Briefly, I will orally report to you the developments in this business.

Governor Chandler has agreed to appropriate from his Emergency Fund the money necessary to remodel the home, said appropriation not to exceed \$5,450.00. I have received no formal notice regarding this matter but the Governor, on two different occasions, has assured me verbally that this money will be available. Because of this assurance and in order to expedite the remodeling, I have requested Mr. Tandy Smith, the Architect, to secure bids. This will enable us to contract for the remodeling with a minimum loss of time after July 1.

Painting Wells Hall - At the last meeting of the Board, it was voted to spend \$2,000.00 in painting and varnishing parts of Wells Hall. Mr. Broach, the Business Manager, has secured bids on this and reports to me that they are entirely too high. I am requesting, therefore, that a final decision in this matter be left to the President and Mr. Broach. It may be desirable to have only parts of this work done.

Medical Examination for Women - Mrs. Will Mason called at my office one day this week and offered free of charge the services of a woman physician in her organization to examine girl students at the time of their enrollment next fall. I tentatively accepted this gracious offer subject, of course, to the approval of the Board. Dr. Hugh L. Houston, as you recall, was elected School Physician on the half-time basis, his duties to begin September 1, 1936. I am sure that Dr. Houston will welcome the assistance of this representative from the Mason Memorial Hospital in the matter of examining the women students.

Music Contest - I am submitting a letter from Mr. Price Doyle relative to a Sectional Music Contest. This suggestion meets with my approval and I am bringing it to you for your consideration.

Regional Basketball Tournament - Mr. Graham, Principal of the Training School, and Mr. Stewart, Head of the Physical Education Department, are anxious to have the Regional Basketball Tournament held regularly at Murray State Teachers College and they have asked my permission to take steps to secure this tournament for the coming year. I have given my approval to this proposition and am recommending to the Board that the Auditorium, lights, showers, etc. be given to the tournament without cost and that the college authorities cooperate in every possible way in securing this tournament and making it an annual event at the college.

Miss Gwendolyn Haynes - About three and one-half years ago, Miss Gwendolyn Haynes along with several others was informed that it would be necessary for her to get her degree if she expected to be continued in the college. About two years ago, she withdrew from the college and since that time has been studying at the University of Louisville, where she secured her Bachelor's degree this June. She then approached Judge Gardner about returning to her former work, claiming that she was on a leave of absence. The records do not show that she either requested a leave of absence or was granted same. Both Dr. Carr and Mr. Doyle say that they did not consider that she was on a leave of absence. For some reasons, best known to Miss Haynes, she has never discussed this matter with your President. As Chairman of your Board, some three or four years ago, I recall that I was directed by the Board to notify Miss Haynes that her work could not be continued unless she secured a degree. She claims that when she withdrew from the institution to work for this degree, she had the very definite idea that she was on a leave of absence and would return to the college when the degree had been secured.

Since she discontinued her work here, new regulations have been adopted by the State Board of Education, which require critic teachers in the various fields to have Master's

degrees. Miss Haynes has only her Bachelor's degree; and, should she be reinstated to her old position, this college, a teacher-training institution, would be compelled to request a special permit to enable her to qualify as a critic teacher in the training school.

Another point in this matter to which I will call the Board's attention is that Miss Haynes was never employed for more than half-time by the college, the remaining part of her services being contracted for by the Murray City Board of Education.

Under ordinary circumstances, your President will insist upon making all nominations and arrangements for the employment of faculty members and other employees; but, since there is some question in my mind concerning Miss Haynes' status, I want the Board's advice in this connection. If there is a moral obligation in this case, I am sure the Board will take cognizance of it even if there is no record of Miss Haynes' requesting or being granted a leave of absence. In brief, I want this question settled, today.

Respectfully submitted,

James H. Richmond,
President

JHR:TB

Faculty Contracts

Motion was made by Mr. Trevathan that the report and recommendations of Dr. Richmond with reference to faculty contracts be approved and adopted. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mrs. Frances Ross Hicks Continued Through Summer Session

Motion was made by Mr. Trevathan that Mrs. Frances Ross Hicks be employed, as recommended by the President, to continue as a member of the faculty through the summer school term on the same basis that she has been employed during the past year. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mr. A. Carman Elected Head of Agriculture Department

Dr. Richmond recommended that this Board elect Mr. A. Carman Head of the Agriculture Department and that the financial arrangements be left to the President of this college.

Motion was made by Dr. Crume that Mr. A. Carman be elected to the position of Head of the Agriculture Department and that the President be authorized to make the financial arrangements with reference to this position. This motion was seconded by Mr. Stokes, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mr. R. A. Johnston Granted Leave; Paul Johnston Employed

Motion was made by Mr. Trevathan that Mr. R. A. Johnston be granted leave of absence for the fall semester to study and that his son, Paul Johnston, be elected to teach during his absence at the same salary paid his father. This motion was seconded by Mr. Stokes, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Dean of Women

Motion was made by Mr. Stokes that the recommendation of the President with reference to the Dean of Women be accepted. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

President Authorized To Employ Additional Commercial Teachers

Motion was made by Mr. Stokes that the recommendation of the President with reference to the employment of additional teachers in the Commerce Department be adopted. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mr. L. R. Putnam Reemployed

Motion was made by Mr. Trevathan that the recommendation of the President with reference to Mr. L. R. Putnam be accepted and Mr. Putnam be reemployed for his old position on the same salary basis, \$1,925.00 for the year to be distributed on the eleven-twelfths basis, same as other faculty members. This motion was seconded by Mr. Stokes, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mr. W. J. Gibson, Librarian

Motion was made by Mr. Stokes that the recommendation of the President with reference to the employment and salary of Mr. W. J. Gibson, Librarian, be approved. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mr. Rue L. Beale Elected Member Faculty

Motion was made by Mr. Trevathan that the President's recommendation with reference to the employment and salary of Mr. Rue L. Beale be accepted. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Miss Mayrell Johnson's Salary

Motion was made by Mr. Stokes that the President's recommendation with reference to Miss Mayrell Johnson's salary be accepted. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

President Authorized To Contract for Inspector of Building

Motion was made by Mr. Stokes that Dr. Richmond be designated as the one to contract with Mr. U. G. Starks or anybody else he wishes for inspector of the building now under construction. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Mrs. Maurine E. Brookshire Employed as Stenographer

Motion was made by Dr. Crume, and seconded by Mr. Stokes, that the President's recommendation with reference to the employment of Mrs. Maurine E. Brookshire be accepted. The roll was called on the adoption of this motion with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Insurance Cancelled and Property Protected by Binders

Motion was made by Mr. Stokes that the action of Dr. Richmond with reference to cancelling the insurance and securing binders to protect the property from June 15 to July 1 be approved and adopted by this Board. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Redecorating Wells Hall

Motion was made by Mr. Stokes, seconded by Mr. Trevathan and unanimously carried, that the President and Business Manager be authorized to make final decision with reference to painting and varnishing at Wells Hall.

Medical Examinations for Women

Motion was made by Mr. Trevathan, seconded by Dr. Crume and unanimously carried, that the Board approve the President's action with reference to medical examinations for women by the representative from the William Mason Memorial Hospital.

Music Contest Approved

President Richmond recommended that the Board give him authority to work out with Mr. Doyle the plans and arrangements for a Sectional Music Contest.

Motion was made by Mr. Stokes that the President be authorized to work out plans with Mr. Doyle and to arrange to hold a Sectional Music Contest. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Regional Basketball Tournament To Be Held at Murray State College

Motion was made by Dr. Crume that the college make arrangements to have the Regional Basketball Tournament meet at the Murray State Teachers College regularly, annually, and that the college furnish the Auditorium, lights, showers, etc. without cost. This motion was seconded by Mr. Stokes, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Grade Line for Street in Front of Physical Education Building

At the request of President Richmond, Dr. J. W. Carr reported to the Board that he had, personally, guaranteed the payment of a sum not exceeding \$324.00 for the additional excavation necessary to make the grade line of the street in front of the Physical Education Building in accordance with the grade line of the building, if a satisfactory adjustment could not be made otherwise. Dr. Carr stated in the beginning that he did this in order to prevent a delay in the excavation work. Dr. Richmond recommended that the action of Dr. Carr be approved and that the Board see that he sustains no loss in connection with the change in the grade line of the new highway around the corner of the campus.

Motion was made by Mr. Stokes that the Board approve Dr. Carr's action in guaranteeing the payment for the extra excavation on the grade line on the street and, further, that the Board see to it that he sustains no loss in connection with this matter. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Miss Gwendolyn Haynes Employed; President Authorized To Employ Mr. Arthur T. Meyer

Dr. Richmond recommended that we employ Miss Gwendolyn Haynes, beginning at the opening of the fall semester, for part-time employment at \$100.00 per month for nine months, and that the President be authorized to employ Mr. Arthur T. Meyer.

Motion was made by Mr. Stokes that the President's recommendation with reference to the employment of Miss Gwendolyn Haynes and Mr. Arthur T. Meyer be accepted and adopted. This motion was seconded by Mr. Trevathan, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Report of Entrance, Credits, Certification and Graduation Committee

Dr. Richmond presented to the Board the report and recommendations of the Committee on Entrance, Credits, Certification and Graduation, as follows, and recommended that they be approved.

June 20, 1936

To the Board of Regents
Murray State Teachers College

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

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

Boston, Mrs. Ruth Williams
Glass, Lucy Anne

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

Allen, Nannie Sue (Mrs. W. H. Crowder, Jr.)
Franklin, Eltis
Sanderson, Hubert Austin

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

Rudolph, Mary Ellen

Yours truly,

Cleo Gillis Hester
Herbert Drennon
G. T. Hicks
Floy Robbins
A. M. Wolfson
J. W. Carr

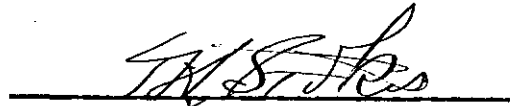
Motion was made by Mr. Trevathan that the report of the Committee be approved and the certificates be renewed as recommended therein. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Mr. Stokes, aye; Mr. Trevathan, aye; Dr. Crume, aye; Judge Gardner, aye.

Adjournment

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



Chairman



Secretary