6-19-1925 9:30 AM

1925-06-19

Board of Regents, Murray State Normal School

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The Board of Regents met at 9:30 A.M. as per resolution of adjournment of previous meeting, Mr. Henry Rhoads, presiding. Present: Dr. McHenry Rhoads, Mrs. Laurine Wells Lovett, Mr. G. F. Thomas, Mr. James F. Wilson, and Mr. T. H. Stokes. Absent: None.

The minutes of the meeting of June 2 were read and approved.

Budget Submitted.

The President submitted the following tentative budget for the school year 1925-26.

**TENTATIVE BUDGET 1925 - 26.**

**June 19, 1925.**

**Estimated Resources 1925 - 26.**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
<th>Summary of Expenditures</th>
<th>Proposed b budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Women’s Dormitory</td>
<td>$150,000</td>
<td></td>
<td>$375,000</td>
</tr>
<tr>
<td>Equipment &amp; Grounds</td>
<td>$50,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tax Maintenance</td>
<td>$136,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Specific App. - Maintenance</td>
<td>$30,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Dept. Ed. Summer School</td>
<td>$1,200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest of Bank Bal.</td>
<td>$1,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition, Special Fees and Student Fund</td>
<td>$6,600</td>
<td>$375,000.00</td>
<td></td>
</tr>
</tbody>
</table>

**Operating Budget**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget 1924-25</th>
<th>1925-26</th>
<th>Probable Expenditure</th>
<th>Proposed b budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stationary, Printing &amp; Binding</td>
<td>500.00</td>
<td>425.00</td>
<td>800.00</td>
<td>Catalogues included</td>
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<tr>
<td>Postage, Fpt. Exp. Cart.</td>
<td>1000.00</td>
<td>1240.00</td>
<td>1500.00</td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td>2000.00</td>
<td>1700.00</td>
<td>2000.00</td>
<td></td>
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<tr>
<td>Salaries</td>
<td>45519.00</td>
<td>53659.00</td>
<td>65383.00</td>
<td></td>
</tr>
<tr>
<td>(a) See exhibit (a)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tel., Tel. Messages</td>
<td>500.00</td>
<td>500.00</td>
<td>500.00</td>
<td></td>
</tr>
<tr>
<td>Renewals and repairs</td>
<td>500.00</td>
<td>302.00</td>
<td>500.00</td>
<td></td>
</tr>
<tr>
<td>Misc. supplies</td>
<td>2000.00</td>
<td>2708.00</td>
<td>5000.00</td>
<td></td>
</tr>
<tr>
<td>Sewerage, Fuel, Light and Water</td>
<td>1950.00</td>
<td>2400.00</td>
<td>12000.00</td>
<td></td>
</tr>
<tr>
<td>Advertising</td>
<td>1500.00</td>
<td>1760.00</td>
<td>2500.00</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>2500.00</td>
<td>2750.00</td>
<td>3000.00</td>
<td></td>
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<tr>
<td>Student Fund</td>
<td>4915.00</td>
<td>5275.00</td>
<td>6000.00</td>
<td></td>
</tr>
<tr>
<td>Expense Bd of Regents</td>
<td>1200.00</td>
<td>1000.00</td>
<td>12000.00</td>
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<tr>
<td>Insurance</td>
<td>5000.00</td>
<td>4325.00</td>
<td>10000.00</td>
<td></td>
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<tr>
<td>Law Suit</td>
<td>250.00</td>
<td>25.00</td>
<td>500.00</td>
<td></td>
</tr>
<tr>
<td>Interest, emergency fund covering possible losses</td>
<td>500.00</td>
<td>$135863.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>on dormitory, dining hall, book store and rebates.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Equipment and Grounds

Probable amount available---------------------------------- $55044.00

1. Contracts awarded
   a. Electric fixtures—Adm. Bldg. 1102.00
   b. White Lego—front campus 1925.00
   c. Recitation chairs—Adm. Bldg. 1285.00
   d. Bent wood chairs 817.50
   e. Window shades 456.40
   f. Lockers 494.56
   g. Misc. Carpenters & Material 1030.00

Contracts to be awarded
   b. Pupils desks
   c. Household Arts Equip.
   d. Gymnasium Equip.
   e. Walks to Wells’ Hall
   f. Driveway
   g. Electric whiteway
   h. Elec. fixtures
   i. Window shades
   j. Parlor furniture (no bids)
   k. Kitchen Equip.
   l. Cafeteria
   m. Dining room furniture Wells’ Hall
   n. Queensware, glassware, silver, table linens (no bids)
   o. Refrigeration
   p. Equipment dormitory rooms
   q. Office equipment (no bids)
   r. Miscellaneous Equip. No one has thought of.
   s. Additional improvement of grounds

      Total 7107.46

   Notes

1. In making the above estimates, I have taken for granted that the income and outgo of the following activities would about balance.
   (a) Extension Courses including extension centers and correspondence courses.
   (b) Book Store
   (c) Women’s Dormitory including cafeteria, dining room and all care of the same.

2. In estimating the amount for fuel, light and water it is simply a guess. The present cost amounted to about $2400.00. I estimated the cost for next year to be five times as great. The amount of heat and service is even greater.

3. I made an estimate of $30,000.00 additional for salaries for faculty. This is intended to take care of both the increase in number of students and the extension of the course to four years. If the increase of students is comparable at all with the increase of this year over last year this estimate may be too low.

4. If the budget stands as indicated above, we would have used from maintenance fund the following amounts during last two years for permanent investments—buildings, equipment and grounds:

   Administration Bldg. $19,000.00
   Wells Hall 109,000.00
   Equipment & Grounds (1924-25) 2,010.00
   Equipment & Grounds (1925-26) 5,044.00

      Total $135,054.00
Budget received and held for further consideration.

President's Report.

Murray, Kentucky, June 19, 1925.

Members of Board of Regents, Murray, Kentucky.

Honorable Members:

I submit the following for your information and consideration:

Enrollment Summer School.

The enrollment for the first term of the summer school is 471. This is almost double the enrollment anticipated. Of those in attendance, 161 are high school students and 310 college. Seventeen counties are represented in Kentucky and three in Tennessee.

The enrollment for the first six weeks of summer session is 263; for the twelve weeks 208. A number of those attending first half of summer session may continue the last half also, but the exact number is not known.

Additional Teachers.

The large enrollment and the fact that the Board gave direction for Mr. E. H. Smith to go into the field made it necessary to add to the teaching staff.

I, therefore, recommend that Mr. J. M. Calvin, A. M., Peabody College, be employed for the entire summer session, salary rate of $200.00 per calendar month, effective June 9, 1925.

The following persons are employed as substitute teachers at $1.75 per recitation:

Miss Maryleona Bishop, A. B., Georgetown - 16 hrs. per week.
Miss Ruth Houston, B. S., Peabody - 14 hrs. per week.
Mr. W. J. Gibson, student but a high school principal and teacher of several years experience - two classes first year algebra - 10 hrs. per week.

As we may not need these substitutes the last term of summer school, I recommend that they be continued as substitute teachers.

Annual Meeting H. E. A.

The Annual Meeting of the National Education Association will be held in Indianapolis, Indiana, June 28 to July 4. I request permission to attend this association.

Vacations

I recommend that my secretaries each be allowed three weeks with full pay, the time to be arranged by the President.

I feel that I am sorely in need of a vacation. If this Board can see when and how I can have a vacation, please indicate it.

Four Years College Course.

Am I authorized to announce officially, a four year college prior to the official adoption of such a course by this Board?

Owing to my illness and the closing of one session and the opening of another, there has been a delay in the preparation of the course. The faculty is at work on the course and I shall give it precedence as soon as I am able for full work.

Respectfully submitted,

J. W. Carr, President.
Report received, ordered made a part of the records and the recommendations considered separately.

Moved by Mr. Thomas, seconded by Mr. Stokes, That the action of the President in reference to the employment of teachers and substitutes for summer school be approved. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the President be granted permission to attend the National Education Association to be held at Indianapolis, Indiana June 28 to July 4, and that his necessary expenses be allowed out of traveling expenses. Carried.

Moved by Mr. Stokes, seconded by Mr. Wilson, That the President be authorized to grant vacations to his Secretary and assistant secretary for a period of three weeks without loss of salary, the time of the vacation to be determined by the President. Carried.

Moved by Mr. Stokes, seconded by Mr. Thomas, That the President be granted a vacation with pay for a period not to exceed four weeks, the exact time to be determined by the President. Carried.

Course of Study.

The Board requests the Executive Council to prepare a four year college course of study and to submit same to the Board at an early date.

Moved by Mr. Thomas, seconded by Mr. Stokes, That when the Board adjourns it adjourn to meet Thursday, June 25 at 9:30 A. M. to consider the course of study and transact any other business which may come before the Board. Carried.

Certain Bids Returned.

All bids received on cafeteria equipment after 10 o'clock June 18 were ordered returned to the bidder unopened with the explanation that they were received too late for consideration.

Report of Committee on Certification and Graduation.

June 18, 1925.

To the Board of Regents,
Murray State Normal School:

The Committee on Certification and Graduation reports as follows:

1. We have examined the credentials in reference to age and moral character of each of the persons listed below and it is our opinion that each person fills the requirements in regard to age and moral worth.

2. We have examined the grades and official records of each person listed in this section of the report and recommend that the following persons be granted the Advanced Certificate, valid for three years and renewable for life after three years' successful teaching, on conditions set forth in the law, as each has completed the course of study for such certificate and has at least sixty four (64) semester hours of credit.

ADVANCED CERTIFICATES

Allen, Mary
Allcock, Meta
Arnott, Cromer
Arnott, Wille L. Howard
Atkinson, Brookie
Arnett, Darrah
Armstrong, Esther
Crawford, Hansome
Crawford, Sylvia
Debham, Vannon
Geddes, Conde
Jones, Hilda
Lassiter, Rosemary
Lowry, Lucile
Mallory, Georgie

Hayden, A. K.
Howard, Eron
Hale, Meadow
Hutchinson, Nellie
Waldrop, Nabel
Vincent, Mary Lou
Templeton, Rachel

Kaye, Andrew
Kaye, Jacob
McDaniel, Eva
Padgett, Sadie
Redden, Lee
Sale, Maile
Swaim, Ruby
Tapp, Conde
Finley, Bobbie
Vance, Lillie
Farmer, Lucille
Galloway, Jeffie
Gatlin, Annie
Graham, Carman
3. We further recommend that each person listed in this section of the report be granted the College Elementary Certificate, valid for two years, as each has had at least thirty-two (32) semester hours of credit, and has fulfilled all other requirements for such a certificate:

Alexander, Gola
Arnett, Eva
Atkins, Pauline
Beasley, Sila
Bell, Hubert
Boehm, Irene
Brandon, Helen G.
Brookshire, Alice
Bruno, Cora
Butterworth, Kathryn
Byron, Lois
Cain, Lala
Chambers, Henry
Chester, Martha
Christman, Olalia
Cox, Clemmie
Coyle, Agnes
Darnell, Carie
Doughlass, Thelma
Fisher, Elizabeth
Flint, Thelma
Paqua, Birdie
Green, Audie
Harris, Mattie
Housto., Estelle
Howard, Welie
Jones, Hallie
Jones, Warl
Key, Corinne
Lex, Letie
Morgan, Cleo
Miller, Claude
Lawrence, Monella

Hurdock, Lucy
Hanche, Laburna
Hance, Lurie
Coburn, Johnnie
Page, Mary
Patterson, Katherine
Pullum, Ruby
Redden, Carrie
Roland, Ruth
Robertson, Annie Lee
Segeidick, Lauratett
Smith, Mary E.
Starks, El zig
Tinsley, Ires
Thomas, Hazel
Taulin, Christine
Vixmont, Audrey
Wallrop, Ruby
Wiggins, Christine
Wells, Audience
Wells, Oren Victor
Wilford, Iris
Wilkerson, Gladys
Wilkerson, Ira
Wilford, Frieda Jo
Williams, Dossie
Woodall, Houd
Woods, Thelma
Burnett, Fannie
Tamer, Ethel
Young, Miranda
Reed, Robert
Parker, Nannie

4. We further recommend that each person listed in this section of the report be granted the Standard Elementary Certificate, valid for three years, as each has at least sixteen (16) units of credit, and has fulfilled all other requirements for such a certificate:

Lipford, Marelle

5. We further recommend that each person listed in this section of the report be granted the Provisional Elementary Certificate of the first class, valid for two years, as each has at least eight (8) units of credit, and has fulfilled all other requirements for such a certificate:

Brandon, Ollie
Burd, Muriel
Carr, Elza
Cook, Artie
Dowdy, Pearl
Dorin, Trudie
Feltnor, Charles
Gibson, Comna
Hanes, Mansanue
Moody, Marie
Nancy, Ralph
Nichols, Lavonia
Nix, Davis
Oliver, Tressie
Page, Christine
Paschall, Goldie
Roberts, Halline
Thurmond, Cleo
Wilson, Cardale
Wilson, Gladys
Weathor, Frentice
Adams, Pauline
Arnett, Bufala
Burr, Mary
Cox, Otis L.
Dugald, William
Outland, Rhoda
Paschall, Melly
We further recommend that each person listed in this section of the report be granted the Provisional Elementary Certificate of the second class, valid for two years, as each has at least four (4) units of credit, and has fulfilled all other requirements for such certificate.

Adams, Prudy
Allen, Carl
Anderson, Mrs. T. D.
Brann, Dumy Love
Brown, Otilia
Byars, Anna
Cain, Etolie
Creson, Guy H.
Downs, Edith E.
Downs, Ora
Dunn, Maudena
Evans, Lucilla
Evans, Pearl
Farris, Uurdine L.
Filbeck, Lois
Foeman, Lydia Mae
Futrelle, W. M.
Goheen, Luther T.
Graves, Marie
Gresham, Vernon
Gunter, Esco
Hamilton, Iva
Hamley, Ilian
Hamley, Opal
Hargrove, Iva
Harworth, Avil
Hawkins, Teesie
Heath, Malcolm
Henderson, Fanny
Hinton, Clarice
Hendrick, Kyrile
Hendrick, Nelle
Iglehart, Violet
James, Katie
James, Hallel Gray

Jeffrey, Burton
Jeffrey, Julia
Johnson, Mary
Kaler, Louie
Kendall, Paula
Lashlee, Rex
Lawson, Irene
Lovett, Euel
Lyles, Thelma
Lyles, Palmore
Marine, Eva
Marine, Lesley
Morton, Silla
McCallom, Flossie
McClain, Bcham
McClunston, Eva
McGowan, Milodean
Miller, Mable
Montgomery, Charles
Nichols, J. Faire
Nichols, Roy
Nichols, Viola
Outland, Vogel
Parke, Zara
Pate, Kathleen
Pate, Pauline
Patterson, Charlotte
Rains, Gladys
Ray, Ram
Redden, Roy
Trimble, Regina
Nicholas, Sealah
Robinson, Chester
Reedy, Rebecca
Rowland, Joe Anna
Saltzgiver, Atlas
Shelton, G. P.
Simms, Mable
Story, Mayme
Tanner, Merle
Terry, Abbie
Todd, Taylor
Thompson, Louise
Tolbert, Tommie
Tucker, Brooks
Tyree, Opal M.
Walker, Vernon A.
Warren, Pauline
Webb, Opad Elizabeth
Webb, Mollie
Whitlock, Geylon
White, Vivian
Woodrow, Thelma
Wright, Davis
Wright, Mary
Filbeck, Tresa
Green, Earlie
Solomon, Bethel
Robson, Mable
Jones, Etta B.
Jones, Lynne
Jones, Hovee
Parker, Helen
Fogus, Gladle
Roberts, Orogan
Rogers, Chotie
Story, Ortiz
Thurmond, Iabel
Davis, Lora
Graham, Joyce
Kanney, Samuel

Respectfully submitted,
Jas. H. Hutchinson, Chairman
W. R. Bourne
Susan Pofier

Moved by Mr. Wilson, seconded by Mr. Thomas, That list of persons recommended for certificates and diplomas above be endorsed as presented and recommended by Committee on Certification; that the President of the institution and Secretary of the Board be authorised to sign and fix thereto the seal of this institution, after which, the State Department of Education will approve same. Carried.

Vacation.

Letter was received from Miss Lillian Lee Clark asking for vacation from June 27, 1925 to the end of summer term.

Moved by Mr. Stokes, seconded by Mr. Wilson, That Miss Lillian Lee Clark be granted a vacation without pay from June 27, 1925 to the end of the summer school, August 28, 1925. Carried.

The Board recessed at 12:30 for luncheon.

The Board reconvened at 1:25. All members present.
Consideration of Bids.

The Committee on furniture and other equipment for the Wells Hall submitted the various bids on different items of furniture and equipment, together with tabulated statements for the use of the Board of the various articles under consideration. For bids and tabulations, see files of this meeting.

The representatives of various bidders were invited to appear before the Board and make such statement concerning their goods as they chose to make.

At 3 P.M., Mr. Rhoads withdrew from the meeting in order to take train for his office at Frankfort. Mr. Stokes assumed the chair.

Kitchen Equipment.

Loved by Mr. Wilson, seconded by Mr. Thomas, That contract for kitchen and cafeteria equipment be awarded to Scott-Lassiter Hardware Company, Murray, Kentucky, at the following price:

$3890.75 installed and cafeteria counter at manufacturer's cost and carriage. Same not to exceed $1390.00. Carried.

Items listed below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Price</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Range</td>
<td>$414.66</td>
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<tr>
<td>2</td>
<td>Roasting Oven</td>
<td>157.30</td>
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<tr>
<td>3</td>
<td>Kettle</td>
<td>134.81</td>
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<tr>
<td>4</td>
<td>Compartment Steamer</td>
<td>325.16</td>
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<tr>
<td>5</td>
<td>Drip Pan</td>
<td>22.00</td>
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<tr>
<td>6</td>
<td>Bake Oven</td>
<td>194.42</td>
</tr>
<tr>
<td>7A</td>
<td>Dish Washer</td>
<td>848.32</td>
</tr>
<tr>
<td>8</td>
<td>Glass Washing Sink</td>
<td>31.91</td>
</tr>
<tr>
<td>9A</td>
<td>Soiled Dish Table</td>
<td>55.00</td>
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<tr>
<td>9</td>
<td>Clean Dish Table</td>
<td>194.40</td>
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<tr>
<td>10</td>
<td>Cafeteria Counter</td>
<td>Not to exceed $1390.00</td>
</tr>
<tr>
<td>11</td>
<td>Urn Stand and Cup Warmer</td>
<td>257.86</td>
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<tr>
<td>12</td>
<td>Urn Battery</td>
<td>146.76</td>
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<tr>
<td>13</td>
<td>Mixer</td>
<td>376.38</td>
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<tr>
<td></td>
<td>Connections</td>
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<tr>
<td></td>
<td>Total</td>
<td>$3890.75 + carriage</td>
</tr>
</tbody>
</table>

Loved by Mr. Wilson, seconded by Mrs. Lovett, That we adjourn. Carried.

Adjourned.

Henry Rhoads
Chairman

Laraine Wells Lovett
Secretary