7-14-1941 10:00 AM

1941-07-14

Board of Regents, Murray State Normal School

Follow this and additional works at: https://digitalcommons.murraystate.edu/borminutes

Recommended Citation
Board of Regents, Murray State Normal School, "1941-07-14" (1941). Board of Regents Meeting Minutes. 190.
https://digitalcommons.murraystate.edu/borminutes/190

This Article is brought to you for free and open access by the Digitized Collections at Murray State's Digital Commons. It has been accepted for inclusion in Board of Regents Meeting Minutes by an authorized administrator of Murray State's Digital Commons. For more information, please contact msu.digitalcommons@murraystate.edu.
MINUTES OF BOARD OF REGENTS
MURRAY STATE TEACHERS COLLEGE
July 14, 1941

The Board of Regents of Murray State Teachers College met in the office of the President at 10:00 A. M. Monday, July 14, 1941, as per the call of the Chairman, with the following members present: Dr. C. E. Crume, Judge Charles Ferguson, Mr. Claude Winslow and Mr. George Hart. In the absence of Chairman J. W. Brooker, Vice Chairman Charles Ferguson presided.

Report of the President

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

REPORT OF THE PRESIDENT
July 14, 1941

Honorable Board of Regents
Murray State Teachers College
Murray, Kentucky

Gentlemen:

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

I. Approval of the Minutes of the Board of Regents for the meeting held June 5, 1941

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

III. Leave of Absence for Mr. Clifton Thurman

I received a letter from Mr. Thurman, dated July 22, 1941, stating that he had been rejected for army training, and in view of the fact that Mr. Moser had already started our summer school, he was requesting a leave of absence from June 16 to August 9. This request has been granted.

IV. Employment of Faculty and Administrative Staff

a. Mrs. Thelma Glasscock Bertram

As Mrs. Bertram's contract expired on June 30, 1941, which was in the middle of our summer school, I asked her to remain until the end of this summer session, at the same salary that she received last year, that is, $90.00 for the month of July, and $45.00 for the month of August.

b. Correction in Salary of Miss Katherine Inez Poe

I am recommending that the annual salary of Miss Poe be changed from $1,620.00 to $1,800.00. This error was due to the fact that the salary of $1,620.00, which was submitted in the budget of April 23, 1941, was not an annual salary, but rather from September, 1940, through June 30, 1941.
Miss Mary Yeiser

Miss Poe has asked for a three-weeks' vacation during the month of August. I am recommending that this request be granted, and that Miss Mary Yeiser be employed during Miss Poe's vacation at a salary of $75.00 for this period of time. This is in accordance with our contract with the Tennessee Valley Authority.

d. Mrs. Nina Stamps McGivaren, Regional Librarian

I am recommending that Mrs. Nina Stamps McGivaren, of Collierville, Tennessee, be employed as Regional Librarian, salary on the basis of $1,800.00 per calendar year, date of employment beginning July 1, 1941, and continuing through June 30, 1942. Mrs. McGivaren comes highly recommended, and I believe she will be able to do most creditable work.

e. Mrs. Mary W. Brown as Assistant House Director of Wells Hall

At the last meeting of the Board, I was authorized to secure some one to assist Miss Ashmore as House Director at Wells Hall. I have employed Mrs. Mary W. Brown as Assistant House Director of Wells Hall, salary at the rate of $840.00 per calendar year. Mrs. Brown began work on July 7, 1941, and her employment will continue through June 30, 1942. She is well qualified to fill this position.

f. Miss Jane Haselden

At the last meeting of the Board, a resolution was passed increasing the salary of Miss Jane Haselden as Dean of Women and member of the faculty in the Department of Languages and Literature from $2,250.00 to $2,500.00 per year with the understanding that she maintain her own living quarters outside of Wells Hall. Due to high living costs outside of the dormitory, I am recommending that $100.00 be added to her annual salary of $2,500.00 in order to take care of this extra cost.

g. Increase in Salary of Dr. William G. Nash, Dean of the College

I am recommending an increase of $200.00 annually in the salary of Dr. William G. Nash, Dean of the College. This will increase his annual salary from $4,150.00 to $4,350.00. Dr. Nash is doing very efficient and effective work as Dean.

h. Head of Department of Languages and Literature

I am not yet ready to recommend a Head of the Department of Languages and Literature. As I have stated to you on previous occasions, this position is of great importance. To date,
I have not found the man that I think will be a suitable successor to Dr. Drennon and Mr. Derryberry. I have interviewed several applicants and read the credentials of several others, but I am still unable to make the type of recommendation which I know you want me to make. In my judgment, it is better to continue under the present arrangement than to nominate as head of this department a man who may have only indifferent success. With your permission, therefore, we will continue our present organization, awaiting the time when I may be able to make the proper recommendation.

I am recommending, therefore, that Mr. F. D. Mellen be given an additional raise of $45.00 per month during the time he is acting head of this department. You will recall a similar arrangement was made for the last half of the fiscal year just ended. For example, Mr. Mellen will receive under these arrangements the additional $45.00 for each of the months of July and August as well as for the following months in which he will act as department head.

1. Salary of Miss Ruth Ashmore

I am recommending that Miss Ruth Ashmore's salary be increased $35.00 per month for the months of July and August, 1941, making her total annual salary for the fiscal year 1941-42 $910.00 instead of $840.00, as approved on April 23, 1941.

f. Salary of Mrs. Jessie Powell

Since Mrs. Annie H. Young, Dietitian, is on leave of absence for July and August, Mrs. Powell's duties will be increased, so I am recommending that Mrs. Powell be paid an additional salary of $25.00 per month for July and August, 1941, making her total salary for 1941-42 $650.00 instead of $600.00.

k. Miss Emma J. Helm

You will recall the arrangements that we made a year ago with Miss Emma J. Helm. Such arrangements were made in part to enable her to qualify for the teacher retirement pension, however, she did more work than we would have had her do for the amount of money received. I told her earlier in the year that, if our financial conditions in June were such that I could do it, I would add $50.00 to her June check. In the stress of winding up the fiscal year, I overlooked this point. I am, therefore, recommending that Miss Helm be given a $50.00 check for July, and in order that this may be regular, we are assigning her some duties for this month.

V. Delivery of $65,000.00 3% Fine Arts Building Revenue Bonds

On June 7, 1941, Miss Keys and Mr. Broach took the $65,000.00 3% Fine Arts Building Revenue Bonds to Frankfort and had them properly signed and then
took them over to Louisville for delivery. Upon arriving at the office of Stein Bros. & Boyce, Louisville, Mr. Lucas told them that the delivery of the bonds would be held up on account of the WPA labor shortage at the Madisonville office.

As the bonds had already been signed, Miss Keys and Mr. Broach deposited them for safekeeping at the Liberty National Bank and Trust Company, Starks Building, Louisville, and receipt for them was given to Miss Keys. Later, arrangements were made to take care of the labor shortage and notice was given us to that effect by the WPA office.

The receipt for the bonds and the necessary closing papers to complete the transaction were mailed to the Citizens Union National Bank, Louisville, on June 17, 1941. This bank was asked to deliver the receipt to the Liberty National Bank and Trust Company, receive the bonds, and deliver them to Stein Bros. & Boyce upon payment as follows:

Statement of Bond Sale for Construction of Fine Arts Building

Sale of Bonds; 65 Bonds of $1,000.00 denomination sold at $101.00 to Stein Bros. & Boyce Co. $65,650.00

Interest on bonds from April 1 through June 17, 1941 $417.07

Total $66,067.07

Less: Cashier's Checks submitted by Stein Bros. & Boyce $1,300.00

Net amount due $64,767.07

On June 18, 1941, Miss Keys received a letter from Mr. A. N. Sutherland, Assistant Cashier, Citizens Union National Bank, Louisville, stating that the transaction had been completed and that the Bank of Murray had been given credit for $64,767.08 for the use of our college.

The funds have been divided between the two banks here. The banks have been asked to furnish additional bonds to secure the deposits. These bonds will be received within a few days.

VI. Lease of Swann Memorial Dormitory and Other Property to Federal Government

I have signed a contract with the Federal Government, leasing the Swann Memorial Dormitory with equipment and Shop, and furnishing heat, light, and water, and in addition thereto, fifteen acres of tillable land on the J. W. Carr gift property for a period of twelve months, beginning July 30, 1941, and ending July 30, 1942, for which a rental fee of $7,800.00 per year, payable $650.00 monthly, will be received. This contract may be cancelled on thirty days' notice by either party.

I talked to each of you concerning this lease and secured your approval, but I am today asking for your formal ratification of signing the lease.
Mr. Broach took up the matter of leasing the Swann Memorial Dormitory with Mr. J. D. Faison of The Bankers Bond Company, Inc., Louisville, Kentucky, purchaser of the Swann Dormitory bonds, and he received a letter from Mr. Faison, dated June 30, 1941, that his attorney had informed him that it would be perfectly permissible for the Murray State Teachers College to lease the Swann Memorial Dormitory to the Federal Government for $7,800.00 a year, provided, of course, that all of the funds would be deposited in the accounts set up in bond issue.

VII. Employment of Architect for Fine Arts Building

Mr. G. Tandy Smith, Jr., Paducah, Kentucky, should be officially employed by the Board of Regents as Architect for the construction of the Fine Arts Building on the percentage basis, his remuneration to be 4% of the total cost of the building, which will be approximately $120,000.00. The Executive Committee of the Board of Regents retained Mr. Smith's services in connection with this project when the first tentative estimates and plans were needed, but action on his employment by the Board of Regents has been delayed until final approval of the application for WPA funds to aid in the construction of the building. I recommend, therefore, that Mr. G. Tandy Smith, Jr., be employed as Architect for the Fine Arts Building and that he be paid for his services 4% of the total cost of said building, which is estimated to be approximately $120,000.00.

VIII. Post Office

On June 20, 1941, I wrote a letter to each member of the Board, recommending that it would be better to let the post office proposition rest as it now stands for another year, and asked for your approval of doing so. I want to thank you for your letters of approval, which will be filed with the papers of this meeting. A contract, the same as that of last year, was sent out to Mr. Jeffrey on receipt of your letters of approval.

IX. President Authorized To Sign Any and All Papers of Murray State Teachers College

I am sure that somewhere in the Minutes of the Board of Regents that the President of the college was given authority to sign any and all papers of the Murray State Teachers College that might be presented to him. In order to bring the records up to date, I am asking that the President be given authority to sign any and all papers of the Murray State Teachers College that may be properly presented to him for his signature.

X. Authority To Sign Papers During Absence of President on Vacation

During my vacation, I do not anticipate the necessity of signing any papers relating to the NYA or the WPA or any other agencies, but in case there may be no delay in such matters, should they arise, I am recommending that this Board authorize the Dean of the College and the Secretary of the Board to sign such papers during my absence from the campus for the current summer.
XI. Catalogue for the Years 1941-42 -- 1942-43

The first proof of the catalogue for 1941-42 -- 1942-43 has been returned to the printer, and we expect to receive the page proof by the middle of this month. I believe that this will be the most attractive catalogue that we have ever had printed.

XII. Summer School of 1941

We have an excellent summer school. The enrollment is almost equal to that of last year, and, from present indications, we will enroll a sufficient number of additional students for the second term, beginning on July 21, to pull the numerical enrollment of our summer school up to that of last year. This is remarkable, in view of the fact that practically every other college in our state and in our general area has lost from 15% to 35% in summer school enrollment. From informal information which I have been able to receive, our summer school has lost less in enrollment than any other in the state. I repeat, however, that such information is not official.

XIII. Regional Library Service Contracts

The special library contracts for the one and two-teacher schools that we have in Marshall and Calloway Counties and the library arrangements for adult library service in Graves and Calloway Counties have not been received in their final form. I am requesting the Board, therefore, to authorize the signing of such contracts, provided they are in accordance with the similar contracts executed for the last fiscal year. I make this request because, in all likelihood, these contracts will be submitted to us before our next Board meeting.

XIV. The Budget Balanced

We balanced our budget in satisfactory fashion. Of course, the state budgetary laws make it impossible for us to go "in the red", but with the amount of money available, we carried on as well as could be expected under the circumstances and closed the year with the following balances:

State fund which will be reverted to the General Fund ................. $ 1.02

Revolving Fund ......................... 69.56

This amount will be withheld by the state for ninety days.

The May subsistence checks, amounting to $3,269.80, which were due but not collected before June 30, are not included in the above. On July 1, 1941, $1,099.80 of the subsistence account was collected.
The above revolving fund account does not include the inter-account bill of $445.55, rehabilitation students, which was not entered on our records on June 30. This transfer probably has been made but not reported to us. When this is reported, it probably will be withheld for a period of ninety days.

Total including subsistence checks and inter-account bill ................. $3,784.91

Had we spent money on things greatly needed, we would not have had this balance, but we withheld a sufficient amount of money as a cushion, and have these revolving fund monies to aid us in starting our new fiscal year.

XV. Proposed Purchase of Land Secured by Dr. John W. Carr

XVI. Business Manager's Report

XVII. President's Annual Report

Respectfully submitted,

James H. Richmond
President

ADDENDA:

Since dictating this report, the following items have come to my attention:

I. Fine Arts Building

Work was begun on the Fine Arts Building on Friday, July 11, 1941.

II. Flight Director

J. H. R.

Approval of the Minutes

Motion was made by Mr. Hart that the Minutes of the Board of Regents for the meeting held on June 5, 1941, copies of which had been mailed to the individual members of the Board, be approved and signed. This motion was seconded by Mr. Winslow and was carried unanimously.

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

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

July 14, 1941

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 seniors have applied for degrees to be granted in August, 1941. If they complete all the requirements for the degrees for which they are applying by August 22, 1941, we recommend that you grant their degrees as of that date.

**BACHELOR OF ARTS**

Coleman, Virginia Jane
Davis, Edward Earl
Kirkpatrick, Emma Jane Puryear

**BACHELOR OF SCIENCE**

Adams, Lula Farris
Allen, Ollie James
Arnett, Bernice
Baker, Charles Joseph
Baucom, Adrian Marie
Breckenridge, Henry Grady, Jr.
Christian, Margaret Cooper
Collins, Wilbur Henry
Davis, Mary Haworth
Fiser, Hallett Barton
Fowler, Adlin G. Parker
Futrell, Homer Ray
Garrigus, Ila Estelle
Hale, Opal Rogers
Hall, Marie
Hayden, Frances Adaline
Haynes, Chloe W.
Jones, Elizabeth Eliza
Jones, Elmer Reid
Lawrence, Monelle

**BACHELOR OF SCIENCE IN HOME ECONOMICS**

Campbell, Mary Evelyn
Clodfelter, Mary Marie
Farris, Marjorie Ralls
Fentress, Mabel Clarene
House, Annie Novella

**BACHELOR OF SCIENCE IN AGRICULTURE**

Boling, William Foch
Hook, Charles Glenn

**BACHELOR OF MUSIC EDUCATION**

Bartlow, John Lynn
Christian, Robert Carr
Currier, Mary Dorothy
Elkins, James Howard
Isham, Clara Margarett

Very truly yours,

Cleo Gillis Hester
F. D. Mellen
Wm. G. Nash
G. T. Hicks
A. M. Wolfson
July 14, 1941

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:

We recommend that the STANDARD CERTIFICATE of the person named below be renewed for three years, as provided by law, upon the completion of sixteen additional semester hours of college work.

Ahart, Elaine

Very truly yours,

Cleo Gillis Hester
A. M. Wolfson
Wm. G. Nash
F. D. Mellen

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

Employment of Faculty and Administrative Staff Approved

Motion was made by Mr. Winslow that the actions and recommendations of the President with reference to the employment of faculty and staff members and the increasing of salaries of certain members be approved. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

$65,000.00 3% Fine Arts Building Revenue Bonds Delivered to Stein Bros. & Boyce; Additional Bonds Required of Depositories

In reporting the final transaction in connection with the sale of the $65,000.00 5% Fine Arts Building Revenue Bonds and placing these funds in the college depositories, Dr. Richmond recommended that the Board of Regents authorize the Treasurer to execute receipt to the Bank of Murray for an additional $10,000.00 which has been requested as surety for the funds deposited in this bank pursuant to the sale of the bonds and, also, a receipt to the Peoples Savings Bank for an additional $15,000.00 covering funds deposited in that bank.

Motion was made by Mr. Winslow that the Treasurer be authorized and directed to execute receipts to the Bank of Murray for $10,000.00 and to the Peoples Savings Bank, of Murray, Kentucky, for $15,000.00, said amounts representing additional bonds requested of these banks to secure additional funds deposited in them by Murray State Teachers College. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.
Lease of Swann Memorial Dormitory and Other Property to Federal Government Approved

Motion was made by Mr. Hart that the Board of Regents ratify the action of the President in contracting with the Federal Government for the lease of the Warren S. Swann Memorial Dormitory and other property, including fifteen acres of adjacent land. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

G. Tandy Smith, Jr. Employed Architect for Fine Arts Building

Motion was made by Mr. Winslow that the Board of Regents formally ratify the employment of Mr. G. Tandy Smith, Jr., of Paducah, Kentucky, as Architect for the construction of the Fine Arts Building on a percentage basis, his remuneration being 4% of the total cost of the building, which will be approximately $120,000.00. This motion was seconded by Dr. Crume, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

President Authorized To Sign Any and All Papers of Murray State Teachers College

Motion was made by Mr. Winslow that the Board of Regents authorize the President to sign all papers properly presented to him. This motion was seconded by Mr. Hart and was carried unanimously.

Dean of College and Secretary of Board Authorized To Sign Official Papers during President's Summer Vacation

Motion was made by Mr. Hart that the Board of Regents authorize the Dean of the College and the Secretary of the Board to sign, in the President's absence, any official papers that may need attention during the President's summer vacation. This motion was seconded by Mr. Winslow and was carried unanimously.

Contracts for Library Services in Graves, Marshall and Calloway Counties To Be Signed by Dean and Secretary of Board If Completed during President's Summer Vacation

Motion was made by Mr. Hart that the Board of Regents authorize the Dean and the Secretary of the Board to sign the contracts for library services in Graves, Marshall and Calloway Counties if they are finished and prepared for signatures during the President's vacation. This motion was seconded by Mr. Winslow, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

Report of the Business Manager

At this point, Mr. R. E. Erosch, Business Manager, presented and read his report, which was received and filed. Included in this report was the quarterly report of the Thomas P. Norris Student Loan Fund, as follows:
REPORT OF NORRIS STUDENT LOAN FUND
FOR QUARTER ENDING JUNE 30, 1941

CASH FOR QUARTER

Receipts:
Cash on hand April 1, 1941 .................... $342.75
Collected on principal of notes ........... $289.00
Collected on interest on notes .......... 35.51
Total collections ........................... 325.51
Total collections and cash on hand ........ $668.26

Expenditures:
Loans to students ........................... $234.50
Balance cash on hand June 30, 1941 .... $433.76

Bank balance June 30, 1941
Bank of Murray .................. $284.47
Less check out ................. 14.25
Peoples Bank ...................... 165.24
$433.76

NOTES RECEIVABLE FOR QUARTER

Notes on hand April 1, 1941 ............... $18,472.58
Loans made during quarter .............. 234.50
$18,707.08
Collected on principal of notes ........... 289.00
Notes on hand June 30, 1941 ............... $18,418.08

(Signed) R. E. Brosch
Custodian, Norris Student
Loan Fund

College Garage Authorized Built

Dr. Richmond stated to the Board that he thought
the time had come when the college should have a garage
for storing its trucks, and he added that he had asked
Mr. Brosch to secure tentative estimates on the cost of
same, which indicate that it could be built for approx­
imately $1,200.00. Dr. Richmond said also that if we
had a garage, we could have a gasoline tank installed and
effect a considerable saving on the cost of gasoline con­
sumed for college purposes.

Motion was made by Mr. Winslow that the President
and Business Manager be authorized and instructed to have
a garage constructed on the college campus and a gasoline
tank installed therein. This motion was seconded by Mr.
Hart, and the roll was called on its adoption with the
following result: Dr. Crume, aye; Mr. Winslow, aye; Mr.
Hart, aye; Judge Ferguson, aye.

Flight Operator's Contract with Knapp Flying Service Authorized

Next, Dr. Richmond read a letter from Dr. Chas. Hire
with reference to the employment of a Flight Contractor for
the continued operation of the Civilian Pilot Training pro­
gram at Murray State Teachers College, Mr. Da Vania having
been called into military service on July 5. It was Dr. Hire's
recommendation that the Flight Operator's contract be offered to the Knapp Flying Service, of Clarksville, Tennessee, and Dr. Richmond so recommended to the Board of Regents.

Motion was made by Mr. Hart that the Knapp Flying Service, of Clarksville, Tennessee, be employed as Flight Contractor for Murray State Teachers College in accordance with the recommendation of Dr. Hire and President Richmond. This motion was seconded by Mr. Winslow, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

President's Annual Report

At this point, Dr. Richmond presented and read his annual report as President, as follows:

ANNUAL REPORT OF THE PRESIDENT

July 14, 1941

Honorable Board of Regents
Murray State Teachers College
Murray, Kentucky

Gentlemen:

As is my custom, I am submitting to you my annual report (the sixth) acquainting you with the progress, activities and needs of the college along with certain recommendations, which, in my judgment, require most earnest consideration:

Enrollment

The enrollment during the fiscal year which ended June 30, 1941 was the largest in the history of the college, surpassing that of last year, which had broken all previous records. During the fall semester 1,132 college students and 428 training school students enrolled; during the spring semester 1,108 college students and 397 training school students enrolled; and during the first term of the summer school 529 college students and 253 training school students enrolled. Indications point to an enrollment equally as good, or better, for the second term of the summer school, which begins on July 21. There has been a definite upswing in enrollment for several years, the growth of the college exceeding that of any other similar institution in the state.

The enrollment is almost double that of six years ago. I will say in passing, however, that I do not expect the enrollment this fall to be as large as it has been for the last two years. The Selective Service law and the ease with which students are getting good jobs will, in all likelihood, cut down our enrollment to a certain extent. As you know, we are estimating the budget for this fiscal year on the basis of a 10% decrease in enrollment. There are some evidences, however, which would lead one to believe that there may be no appreciable decrease.

Scholarship

The scholarship curve in the college is practically on a level with that of last year, which, up to that time, was the best in the history of the college. We shall
I continue to emphasize this phase of our college work, which, of course, is of primary importance. Our annual Scholarship Day has contributed much, in my opinion, to this end. Of the 1,132 students enrolled in the college proper for the first semester, and of the 1,108 students enrolled in the second semester, 16.4% had a standing of 2.2, or better, which qualified these students for our honor roll. Approximately 15% had a standing of less than 1. For these same periods, showing that approximately 85% of our students had a standing of 1 (a passing standing), or better. These data are evidences of the good scholastic work done by the students of this institution.

A Study of Teacher Education

During the past academic year, the faculty was organized in groups, according to their own interests, for a prolonged and intensive study of several phases of teacher education. Students, parents, representatives of state and federal agencies, school board members and teachers and administrators of local and adjacent school systems were invited to participate in the study. Many of them took advantage of this opportunity. It is felt that the faculty of this institution and all of those who participated in the study were stimulated by it and have become more intelligently aware of the many problems connected with teacher education and can, therefore, contribute their capable thinking to the solution of some of the problems and the improvement of classroom instruction, which will follow. This study, a copy of which has been given to each of you, is in accord with the expressed objective of Superintendent of Public Instruction, Mr. Brooker, to improve classroom instruction during his administration.

Extra-Curricular Activities

The extra-curricular activities of the college, in my judgment, reached a new "high" this year. Our athletic program was outstanding, especially in basketball; our intra-mural sports were interesting, diversified and engaged in by the majority of our students; and these sports, combined with our Physical Education program; have contributed much to the interesting life of the campus. Our dramatic activities were of the same very high order. Six worthwhile plays were given, and a fine musical comedy, Naughty Marietta, was presented in conjunction with the Music Department. Our debating program was most interesting and popular. I believe a greater number of students took part in debating this year than in any previous year since I have been connected with the college. Mr. La Follette has done a splendid piece of work with these students. Our debating team engaged in 150 debates and won many decisions. Some of the colleges defeated were Indiana University, Wayne University of Detroit, University of Cincinnati, Cornell and University of Alabama. The College News was edited in splendid fashion. It won second place in competition with the college papers of the state. We have an excellent paper, as you well know, and, in my judgment, it is improving year by year. The staff of the college annual (The Shield) produced in a best yearbook this year. The reasons are obvious. The Student Organization, supported by this Board, required every student to pay an Annual fee. This regulation
secured a sufficient amount of money to publish a worthwhile yearbook. May I say, in this connection, that there was practically no objection to the policy on the part of the student body, and I am confident that in the years ahead the students will accept this responsibility as a regular obligation.

In addition to these specifically named extra-curricular activities, the students and the faculty of the college sponsor many clubs and honor fraternities, all of which have developed interesting programs and have contributed much to the morale of the campus. We shall continue to encourage such worthwhile organizations.

**Discipline**

No serious problems of discipline presented themselves during the school year. It has been the best year, by far, from this standpoint, since I have been associated with the college. I am confident that one of the chief causes of this very definite improvement in student conduct was the wholesome and varied extra-curricular program developed on the campus. The time of our students was consumed with their studies, their jobs and their wholesome campus activities. This situation gives emphasis to the old maxim, "An idle brain is the devil's workshop."

**Library Services**

Our library arrangement with the TVA is progressing in fine fashion. We are satisfied with it, and the TVA evidently is equally satisfied with it. In addition to the conduct of this library service to this particular area, we have entered into contracts with Marshall and Calloway Counties to provide library service for their elementary grades. This arrangement seems to be to the mutual advantage of the contracting parties. Moreover, we are now providing a type of adult library service for Graves and Calloway Counties, and we anticipate other counties joining with us in this particular worthwhile service.

**Improvements Added and Planned**

1. **NYA Building**

The Warren S. Swann Memorial Dormitory was completed and dedicated, and it is now being occupied by our special group of NYA students. These buildings have partially solved our dormitory problems and at the same time added to the beauty of our campus.

2. **Addition to the Farm**

During the last fiscal year, we have added forty acres to our farm, made possible by financial arrangements entered into by Dr. John W. Carr. This land was badly needed and is now being developed and blended into our general farm program.

3. **Fine Arts Building**

During the last fiscal year, plans were made for the construction of a Fine Arts Building to take care of the demands in the Fine Arts Department. As you know, bonds have been sold, and our application
for WPA funds to aid in the construction of this building has been approved; and I hope that before this report is read to you, actual construction on the building will have been started. This building will not only relieve the pressure in the Fine Arts Department but will make possible the use of certain space which is now badly needed for other over-crowded departments.

Civilian Pilot Training

A Civilian Pilot Training program was introduced last fall. Through the fine cooperation of the City of Murray, an adequate airport was secured four miles south of town on the Hazel Road. During the year, thirty-one student pilots were trained, and we are planning an even larger program for the coming fall. We are hoping to add the secondary course, and every effort will be made to qualify for that additional training service. Lieutenant Da Vania, who directed this work, has been called into the Army. This will necessitate securing the services of a new flight operator. It may be that I will have some one to report at the time this report is read. Two members of our faculty completed the Pilot's Training Course by private lessons and obtained Pilot's Certificates. It is believed that the aeronautics activities are stimulating a community interest in flying.

Graduate Work

Beginning with our summer school of this year, the college is again offering graduate work, confining its major to the field of Education. As I have previously informed you, the Council on Higher Education has agreed to this. It is highly desirable that a Master's degree in Education be conferred by the teachers colleges, but it is also desirable that, for the present, at least, only restricted graduate work of the character now permitted be given by these colleges. To create a graduate school in a teachers college would call for considerable expense and would, in effect, make such a school a competitor of the University. At the present time, thirty students are taking graduate courses. This is a fine beginning.

Industrial Arts

For a long time, this college has needed Industrial Arts courses. It has been a source of keen embarrassment to me, as it has been to you, that we have been unable to provide these courses. As the result of our NYA program, however, a beginning has been made with these special NYA students. We are now offering them the opportunity to take courses in radio, ceramics, carpentry, wood work, elementary electrical work and home making. This is not enough, however; similar courses should be made available to every student in this school. This cannot be done until money is provided by the state.

Courses Needed

Unless this college is prepared to offer Industrial Arts courses to all its students who desire them, it is not living up to its responsibilities to this area. We are 121 miles from any other institution offering such courses. Most of our people will get them here, or
not get them at all. There is an insistent demand for courses in wood work, radio, metal work, ceramics, mechanical drawing, etc. Moreover, we are adjacent to the largest unit of the TVA. The dam at Gilbertsville will be completed within two years. Cheap electric power will be available to this area; a great industrial stimulus will be felt throughout the area, and our college must be sensitive to it; and I trust our governmental authorities will likewise feel the need of making it possible for this college to develop these practical phases of education - phases which are being stressed so much at this particular time. I have wanted to add these Industrial Arts courses since I have been the President of this institution, but it has been impossible to do this because of a lack of funds. Surely, since the present emergency has revealed the acute need of trained mechanics, the appropriating authorities will provide the money that will enable this school to broaden its services and at the same time contribute definitely and objectively to national defense.

The present crisis in our nation's history has imposed many obligations upon the colleges of America and at the same time revealed some of their weaknesses. I want this college to be in position to provide a type of education suited to the times and the needs of our people. Ours is not only a teachers college but a liberal arts college as well. Our geographical location makes it a regional college. Hundreds and, in the years to come, thousands of our youth will never have an opportunity to get a college education unless they get it here; and it is the obligation of our Commonwealth to make it possible for them to get that education. It will be my duty and my pleasure to present these facts again to the authorities in Frankfort for their sympathetic consideration.

Needs of the College

1. Science Building

The greatest physical need in the college at the present time is a Science Building. I have called this matter to the attention of the state authorities repeatedly. Our housing facilities for our Physical Sciences are inferior to those provided for many high schools in the state. They are inadequate, ill-arranged and poorly-located. As a matter of fact, we are unable to do the work that we should do in a department of this character, because of limited space. It is ridiculous that the Physical Science housing facilities in a college of over 1,100 students should be, in the main, confined to the basement of the Administration Building. This Science Building should have been constructed years ago; but, since I have been President of the college, it has been impossible to do it, due to lack of money. The work in our Science Department has been excellent; the faculty is the peer of any in the state, and the students trained have reflected credit upon this institution; but the growth of the college and the increased demands upon our scientific departments are such that we cannot continue to function properly in this field unless a decent Science Building is provided. I sincerely trust that the next Legislature will see this need, as we know it exists, and provide money for a modern Science Building. This need is immediate and acute.
2. Heating Plant

Our Heating Plant is still incomplete. You know the story: The Legislature appropriated money for its rehabilitation and enlargement (made necessary by a rapidly expanding plant); the job was given to the Engineering Department of the University of Kentucky without consulting us; the engineer from that institution submitted his plans and figures for the work, which were substantially in accordance with the appropriation, and then dragged the work along interminably, leaving it incomplete and finally giving us the shocking and unwholesome news that it would take $15,000.00 more to complete it. When Governor Johnson took office, he gave us $5,000.00 toward its completion. This $5,000.00 aided materially in preventing speedy deterioration of the improvements already made; but, unless the additional $10,000.00 is available in the near future, our plant soon will be worse off than it was before the improvements were made. We need now soot blowers that will cost approximately $3,000.00; a large smokestack that will cost $3,500.00; and an automatic feeder, costing approximately $2,500.00, suitable to the topography of the plant. Had we been given the automatic feeder that we requested, this particular item would have been taken care of in a satisfactory fashion; but that type of feeder was not given us, despite our protest. I am filing with this report a copy of a letter from our engineer, Mr. Hoffman.

3. Additional Dormitory Space

Our present dormitories provide housing facilities for 503 students. We need accommodations for at least 1,000 students. This problem is of no vital concern, however. Rooming accommodations have been secured, and may be secured, adjacent to the campus. Some of these accommodations are poor, but they will do. Later, if this particular problem becomes more acute, we are in position to build other dormitories similar to the Warren S. Swann Memorial Dormitory. This can be done without involving our budget, since such dormitory, or dormitories, will be self-liquidating. (I may say, in passing, that the Fine Arts Building is self-liquidating and does not impair our budget to the extent of one dollar; but a Science Building cannot be financed in that fashion, and this fact makes it necessary for me to ask the Legislature to appropriate money for it.)

4. Rehabilitation of Plant

A great amount of work needs to be done to rehabilitate our plant, and much work is being done in that connection. Every dollar that we can squeeze out of an inadequate budget is used for such improvements. Buildings need to be painted, brick walls tuck pointed, sidewalks rebuilt, and new decorations are badly needed, particularly in our Auditorium. I shall not burden you with detailed listing of these needs. You are familiar with them, and you know that the poorest economy in the world is the postponement of needed repairs of this character. The buildings are getting older all the time, and repairs that were not needed in the earlier years of the college are badly needed now. Much more money is required for their adequate improvement than is now available.
5. Financial Needs

In other parts of this report, I have stressed some of our financial needs. It is my duty to call them to your attention, even as it is my duty to call them to the attention of the state authorities, in Frankfort. Our responsibility is to give the facts to our state government; it is their responsibility to act in accordance with these facts. I do not want to leave the impression, however, that the state has been remiss in its support of this institution. Quite the contrary is true. Kentucky has been more generous in the support of her state educational institutions than some of the other southern states, and by and large, our state government is most sympathetic with these state institutions, as well as with the great public schools of our Commonwealth; but it may be that, in some instances, we have not been able to register in the minds of our state authorities the remarkable growth of this institution and with this growth, which is wholesome and stable, the added responsibilities placed on our state government. With your assistance, I have endeavored to conduct the affairs of this college in an economical and thrifty fashion. I think we have made a dollar do as much work as it has done in any other institution in the state. The State Auditor's report reflects this fact. The last report came out in January, 1940. It showed that in all the essential costs of operation, we were the lowest of the five colleges in the state. I do not boast of this, but merely present the Auditor's facts to you. Supporting this statement, I am selecting two exhibits from the Auditor's report:

"Cost Trends: -- In addition to the records of the institution, we have referred to the records of the Division of Accounts and Control in the Finance Department of the State and to those of the former State Auditor's office. Financial tables, relating to certain phases of the cost of educational institutions have been prepared by the Division of Accounts and Control at Frankfort. These tables were compiled from the documents and records of that office, and while the results may vary slightly from that shown by the records of the several institutions, yet we consider them to be sufficiently complete to accurately set forth the cost trends indicated.

"For the fiscal year ended June 30, 1939, the number of instructors in the various colleges serving eight months or more, together with the average salaries (arithmetical mean) are tabulated as follows:

<table>
<thead>
<tr>
<th>Number of Teachers Serving Eight Months or More</th>
<th>Average Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>State University - - - - - - - - - 263</td>
<td>$2,781.00</td>
</tr>
<tr>
<td>Four Teachers Colleges Combined - 308</td>
<td>2,389.00</td>
</tr>
<tr>
<td>Eastern State Teachers College - 73</td>
<td>2,575.00</td>
</tr>
<tr>
<td>Western State Teachers College - 109</td>
<td>2,401.00</td>
</tr>
<tr>
<td>Morehead State Teachers College - 88</td>
<td>2,289.00</td>
</tr>
<tr>
<td>Murray State Teachers College - - 68</td>
<td>2,284.00</td>
</tr>
</tbody>
</table>
For the same fiscal year the ratio of secretarial, stenographic, and clerical services to the number of teachers, found by dividing the total paid for these services by the equated number of teachers, is tabulated as follows:

<table>
<thead>
<tr>
<th>College</th>
<th>Cost per Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eastern State Teachers College</td>
<td>$192.00</td>
</tr>
<tr>
<td>Western State Teachers College</td>
<td>182.00</td>
</tr>
<tr>
<td>Morehead State Teachers College</td>
<td>137.00</td>
</tr>
<tr>
<td>Murray State Teachers College</td>
<td>84.00</td>
</tr>
</tbody>
</table>

On the same basis, the ratio of library personal services is tabulated as follows:

<table>
<thead>
<tr>
<th>College</th>
<th>Cost per Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eastern State Teachers College</td>
<td>$124.00</td>
</tr>
<tr>
<td>Western State Teachers College</td>
<td>103.00</td>
</tr>
<tr>
<td>Morehead State Teachers College</td>
<td>53.00</td>
</tr>
<tr>
<td>Murray State Teachers College</td>
<td>41.00</td>
</tr>
</tbody>
</table>

The ratio of total personal services is shown as follows:

<table>
<thead>
<tr>
<th>College</th>
<th>Total Personal Services per Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eastern State Teachers College</td>
<td>$3,860.00</td>
</tr>
<tr>
<td>Western State Teachers College</td>
<td>3,472.00</td>
</tr>
<tr>
<td>Morehead State Teachers College</td>
<td>3,288.00</td>
</tr>
<tr>
<td>Murray State Teachers College</td>
<td>3,191.00</td>
</tr>
</tbody>
</table>

A significant fact is that in every instance the Murray State Teachers College is at the bottom of the list in cost ratios. This is especially commendable in reference to administrative clerical services, indicating a policy to hold overhead costs of the institution at a minimum commensurate with the teaching services rendered and the size of the student body.

While the use of a teacher-service unit as a basis for comparison will not explain all the complicated cost problems involved, yet, since the ultimate primary aim of all educational institutions is instructional service rendered through the faculty, it is not illogical to use this unit in the consideration of financial policies.

This report, of course, is a year and a half old, but these statements reflect our present situation in that we are operating on a budget that was based upon the appropriations of 1940. There will be some slight variations, of course, but, in the main, it gives a true picture of our situation as compared to the other colleges of the state.

You will note that in per capita clerical costs and in other per capita costs we are lowest. You will likewise note that we pay the lowest salaries of any of the colleges. These salaries are entirely too low.
Our faculty members are as well trained and as efficient as any to be found in Kentucky, and their salaries should be on a parity with those of other institutions. Despite the fact that these salaries are lowest, we are budgeting a larger percentage of our money to our salaries than sound administrative policies require. Our teachers should be paid more money. Many of them could be paid 10% to 20% more than they are now paid, and their salaries still would not exceed those of other people in other institutions in the state enjoying the same status and having the same experience and training. If the Auditor's report did not show what we know to be true, that other phases of administration were economically administered, the conclusion might be drawn that our teachers are underpaid at the expense of other administrative costs; but, as I have already stated to you, and as the Auditor's report reveals, we are setting aside as much, or more, money for salaries as other similar institutions. The inescapable conclusion, therefore, is this: Additional appropriations will be necessary to correct this unsatisfactory and inequitable situation.

Alumni Association

The Alumni Association, under its present leadership is doing a fine piece of work and should be encouraged to continue this good work. Our school is closing its eighteenth year. During that time, it has graduated, or will have graduated at the end of this summer term, 1,647 students; and there are now approximately 600 active members of the Alumni Association. This percentage of membership will compare favorably with that of any college in the country. It takes time and seasoning to develop and maintain a working and vigorous Alumni Association. The beginning that our group has made is deserving of commendation on the part of the friends of this institution.

Dean Nash

Dr. Nash has been with us now since the first of September, and I have had ample opportunity to appraise his work. I am happy to report to you that he is doing a good job as Dean. He works quietly but effectively and has oriented himself in our situation here in fine fashion. This Board has made no mistake in electing him to this important office.

In conclusion, let me say that this has been a happy year for all of us, and I am looking forward to the coming year with confidence. We will carry on, whatever the conditions are, and do the best job possible; and I am hoping and believing that the Legislature will recognize the acute situation in this institution and give us the relief we know we deserve.

Respectfully yours,

James H. Richmond
President
Motion was made by Mr. Winslow that the Board of Regents accept the report of the President and that the following resolution be adopted:

WHEREAS the report of President Richmond shows a continuous increase in the enrollment at Murray State Teachers College; that the report of the auditors states conclusively that the average salary of the faculty and the service cost per student is less than at any state teachers college in Kentucky; that lack of sufficient funds prevents this institution from meeting instructional demands and demands for service in its area; that a Science Building is absolutely necessary for a good educational program; and that the amount of the state appropriation is not commensurate with the size of the Institution,

BE IT RESOLVED:

THAT the Board of Regents go on record in commend­ ing President Richmond for his excellent report and his wise administration of the funds and policies of the institution; that this Board sincerely approves of his efforts to obtain an appropriation in excess of the present biennial appropriation, which will be sufficient to meet the needs of the institution; that the Board heartily endorses his planned program for the institution; that he be directed to use this report, or any part of it, to convince those charged with making state appropriations that this college should be treated more generously; and that, under his leader­ ship, each member of the Board will do all that he possibly can to aid him in this endeavor.

This motion with the contained resolution was seconded by Mr. Hart and carried unanimously.

Purchase of Land Secured by Dr. J. W. Carr and Mary Moss Carr from Ovie Pitman Tune and Joe Tune

Next, Dr. J. W. Carr was called before the Board of Regents to submit a plan for the purchase of the plot of ground lying in the northeast corner of the block containing the original campus of the college, said lot, known as the Tune property, containing approximately two and one-fifth acres.

Dr. Carr stated that he and Mrs. Carr had secured a deed to this property July 1, 1941, which had been recorded in Deed Book 70, page 198, Calloway County Clerk's Office; that they had secured abstract of title to the property, which had been examined by T. W. Craw­ ford, Joe Weeks, R. E. Broach and himself; the mortgage against the property had been paid and the mortgage released; he had paid the full amount of the contract price for the purchase of this property, $3,250.00, and, also, the fees for stamps for the deed and recording same; that the deed for conveying this property to the Com­ monwealth of Kentucky for the use and benefit of Murray State Teachers College had been drawn in accordance with the form of the deed, which was prepared by Attorney General Hubert Meredith, for the transfer of the Underwood property on March 26, 1941, provision being made in said deed that all buildings now on the Tune property shall be removed within ninety days from July 1, 1941, and provision being made, also, immediately following the description of the aforementioned land for the payments for rental of said land, as follows:
"TO HAVE AND TO HOLD the above described property unto the party of the second part forever with Covenant of General Warranty of title subject only to the right of the use of said property by the first parties for and during the period herein specified as a rental property.

"It is agreed and understood that the party of the second part does hereby rent the said property and the use of same from the parties of the first part for the period of ten years for the sum of Three Thousand Two Hundred and Fifty Dollars ($3,250.00) with interest at six per cent (6%), the rentals to be paid as follows:

- $520.00 first year due July, 1942
- $500.50 second year due July, 1943
- $481.00 third year due July, 1944
- $461.50 fourth year due July, 1945
- $442.00 fifth year due July, 1946
- $422.50 sixth year due July, 1947
- $403.00 seventh year due July, 1948
- $383.50 eighth year due July, 1949
- $364.00 ninth year due July, 1950
- $344.50 tenth year due July, 1951

"The Board of Regents of the said Murray State Teachers College shall retain the right at their election to terminate this rental at any time they may elect by paying to the parties of the first part, the balance of the principal due in full together with whatever unpaid interest which may have accumulated at such time. Upon such payment in full either before 1951 or upon the termination of the rental payments, immediate possession of the property shall be delivered to the party of the second part for the use and benefit of Murray State Teachers College.

"In case the party of the second part fails or defaults in any payment of rent due, any sums theretofore paid to parties of the first part shall be considered as rent only and this deed shall be null and void in the option of the parties of the first part after such default in payment has existed for as much as one year."

At the conclusion of Dr. Carr's remarks, President Richmond recommended that the Board of Regents of Murray State Teachers College purchase the Tune property from Dr. J. W. Carr and Mary Moss Carr on exactly the same arrangements as those under which the Underwood property was bought. Dr. Richmond added that all the papers necessary for the transfer of this property had been executed. Finally, Dr. Richmond recommended that the Board of Regents buy this property from Dr. J. W. Carr and Mary Moss Carr for $3,250.00, payments to be made, as listed, over a period of ten years, and that the Dean and the Business Manager, in the absence of the President, be authorized and directed to take care of the necessary papers connected with the transaction, including the recording of the deed.
Motion was made by Mr. Hart that the Board of Regents of Murray State Teachers College approve of the transfer of the tract of land by Dr. J. W. Carr and Mary Moss Carr to the Commonwealth of Kentucky for the use and benefit of Murray State Teachers College as conveyed by deed submitted by Dr. Carr, which deed provides for the rental of this land for the sum of $2,250.00 with interest at 6%, the same to be paid in annual installments over a period of ten years, and further that upon the total payment of said rent and interest, the property shall be delivered to the party of the second part; and, further, that the abstract and deed to this property are hereby approved, accepted and ordered filed after the proper records of same have been made in the office of the Calloway County Court Clerk. This motion was seconded by Dr. Crume, and the roll was called upon its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

G. Tandy Smith, Jr., Architect, Paid 60% of Fees

Dr. Richmond recommended that Mr. G. Tandy Smith, Jr., our Architect for the Fine Arts Building, be paid an additional amount of money which, added to the payment already made to him, will be sufficient to represent 60% of the contract price, this being the customary portion of architect's fees paid on acceptance of plans and specifications.

Motion was made by Mr. Winslow that the Architect for the Fine Arts Building, Mr. G. Tandy Smith, Jr., be paid an additional sum of money which will be sufficient, when added to the payment already made him, to represent 60% of his total fees for the construction of this building. This motion was seconded by Mr. Hart, and the roll was called on its adoption with the following result: Dr. Crume, aye; Mr. Winslow, aye; Mr. Hart, aye; Judge Ferguson, aye.

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