1-17-1949 10:00 AM

1949-01-17

Board of Regents, Murray State Normal School

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MINUTES OF THE BOARD OF REGENTS
MURRAY STATE COLLEGE
January 17, 1949

The Board of Regents of Murray State College met in regular quarterly session in the office of the President at 10:00 a.m., Monday, January 17, 1949, with the following members present: Mr. B. B. Hodgkin, Chairman of the Board, Mr. Claude Winslow, Mr. Maxon Price, and Mr. Hollis C. Franklin. Mr. B. B. Hodgkin, Chairman of the Board of Regents, presided.

Agenda for Meeting Presented by President Ralph H. Woods

AGENDA FOR MEETING OF THE BOARD OF REGENTS
MURRAY STATE COLLEGE
January 17, 1949

1. Approval of Minutes - meeting held on November 9, 1948; also meeting scheduled on October 18, 1948

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

3. Resignations:

   The following resignations have been received and have been accepted:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Desiree Hosick</td>
<td>Critic Teacher--Tr. Sch.</td>
<td>1-31-49</td>
</tr>
<tr>
<td>Louis Bradley</td>
<td>Instr. Veterans Shop Courses</td>
<td>1-15-49</td>
</tr>
<tr>
<td>Raymond Tolley</td>
<td>Postmaster</td>
<td>11-30-48</td>
</tr>
<tr>
<td>Jane Meacham</td>
<td>Clerk Post Office</td>
<td>12-31-48</td>
</tr>
<tr>
<td>Sam Outland</td>
<td>Farm Laborer</td>
<td>12-15-48</td>
</tr>
<tr>
<td>Charles Yates</td>
<td>Farm Laborer</td>
<td>12-18-48</td>
</tr>
<tr>
<td>Belah Ferguson</td>
<td>Dishwasher</td>
<td>12-31-48</td>
</tr>
<tr>
<td>Miriam Hollway</td>
<td>Instr Fine Arts</td>
<td>1-31-49</td>
</tr>
<tr>
<td>Evadean Duncan</td>
<td>Nurse</td>
<td>1-31-49</td>
</tr>
</tbody>
</table>

4. Employment, Changes and Adjustments in Salary

   The following persons have been employed and certain changes and adjustments in salary have been made. I am asking for your approval of my action.

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Salary per Calendar Month</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ruth Cole</td>
<td>Instr. Nursing Ed.--Col.Nurse</td>
<td>$200.00</td>
<td>1-17-49</td>
</tr>
<tr>
<td>Patricia Holt</td>
<td>Instr. Fine Arts</td>
<td>225.00</td>
<td>1-31-49</td>
</tr>
<tr>
<td>Johnny B. Russell</td>
<td>Instr. Vet Elec. Course</td>
<td>210.00</td>
<td>1-17-49</td>
</tr>
<tr>
<td>Joe Cunningham</td>
<td>Instr. Farmer Training</td>
<td>250.00</td>
<td>2-1-49</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Administrative Staff</th>
<th>Assignment</th>
<th>Salary per Calendar Month</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Meacham</td>
<td>Clerk - Post Office</td>
<td>25.00</td>
<td>12-1-48</td>
</tr>
</tbody>
</table>

   | Maintenance         |                                    |                           |           |
   | E. H. Robertson     | Grounds Caretaker                 | 110.00                    | 1-1-49    |
   | Hugh Alexander      | Carpenter                         | 200.00                    | 1-1-49    |

   | Dining Hall         |                                    |                           |           |
   | Opal Warren         | Cook                              | 85.00                     | 1-3-49    |

<p>| Farm                |                                    |                           |           |
| Oren Hull           | Farm Manager                      | 200.00                    | 2-1-49    |
| Bill Dunn           | Farm Laborer                      | 120.00                    | 1-1-49    |</p>
<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Change in Rate of Pay</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wallis S. Ellis</td>
<td>Bus Driver</td>
<td>$110.00 to $120.00</td>
<td>12-1-48</td>
</tr>
<tr>
<td>T. C. Miller</td>
<td>Fireman</td>
<td>$110.00 to $120.00</td>
<td>12-1-48</td>
</tr>
<tr>
<td>Charles Robertson</td>
<td>Postmaster</td>
<td>$110.00 to $25.00</td>
<td>12-1-48</td>
</tr>
<tr>
<td>Raymond Melton</td>
<td>Farm Laborer</td>
<td>80.00 to 95.00</td>
<td>1-1-49</td>
</tr>
<tr>
<td>Mrs. Tennie Colson</td>
<td>Dishwasher</td>
<td>110.00 to 95.00</td>
<td>1-1-49</td>
</tr>
<tr>
<td>Mrs. Mamie Dyer</td>
<td>Dishwasher</td>
<td>85.00 to 100.00</td>
<td>1-1-49</td>
</tr>
<tr>
<td>Helen Gill</td>
<td>Clerk - Business Off</td>
<td>110.00 to 125.00</td>
<td>1-1-49</td>
</tr>
<tr>
<td>Reba Jo Maxey</td>
<td>Sec - Business Off</td>
<td>125.00 to 135.00</td>
<td>1-1-49</td>
</tr>
<tr>
<td>Jean Litchfield</td>
<td>Clerk - Business Off</td>
<td>135.00 to 145.00</td>
<td>1-1-49</td>
</tr>
<tr>
<td>Alice Keys</td>
<td>Executive Secretary</td>
<td>235.00 to 245.00</td>
<td>2-1-49</td>
</tr>
</tbody>
</table>

5. Mr. Jess B. Huff, Jr. Ranked as Assistant Professor

When Mr. Huff was appointed last fall, he was listed as an Instructor. I am recommending that he be ranked as Assistant Professor in the Department of Physical Sciences.

6. Football Team Invited to Participate in Tangerine Bowl Game, Orlando, Florida, January 1, 1949; Contract Signed

Our football team this year, on account of its outstanding record, was invited to participate in the Tangerine Bowl Game, Orlando, Florida, on January 1, 1949. This game was sponsored by the Orlando Lodge 1079 B. P. O. Elks of Orlando, Florida, and a contract between the Murray State College and this Lodge was signed by me on December 2, 1948. I would like to have approval of my action in signing the above contract.

Sul Ross College of Alpine, Texas, was the opposing team. I attended this game and our team did outstanding and spectacular playing, especially during the last half, and tied the score 21 to 21. We have received much favorable publicity on account of participating in this game.

7. American Association of Colleges for Teacher Education; Policy of Tenure for President and Staff Members

8. Southern Association of Colleges and Secondary Schools: Providing Tenure for the Faculty


10. Science Building

11. Council on Public Higher Education - Director of Certification and Teacher Training

12. Basement for Water Lines Across Campus

13. Indemnifying Bond for Misplaced Checks

14. Report of Business Manager

15. Bailey Property

16. Report of Veterans Housing Manager

17. Report of Custodian of Norris Student Loan Fund

R. H. Woods
President

Approval of Minutes

Motion was made by Mr. Price that the Minutes of the Board of Regents for the meetings of October 18, 1948, and of November 9, 1948, copies of which were sent to the individual members of the Board by the Secretary, be approved and signed. This motion was seconded by Mr. Franklin and was carried unanimously.
Report of Committee on Entrance, Credits, Certification, and Graduation

Dr. Woods submitted the report of the Committee on Entrance, Credits, Certification and Graduation and recommended that it be approved in accordance with the recommendations of the Committee.

January 17, 1949

To the Board of Regents
Murray State College

Gentlemen:

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

The following students have applied for degrees to be granted this month. If they complete all the requirements for the degree for which they are applying by January 31, 1949, we recommend that you grant their degrees as of that date.

Bachelor of Science in Agriculture

Boyd Champion
Joe Van Cunningham
Edward Donoho
Oren Lester Hull

Bachelor of Music Education

Geraldine Lett Chunn
Sue Phillips Veazey
Leo Palmer Williford

Bachelor of Science

Virgil Emerson Adams
R. H. Allen
Lon Carter Barton
Donald St. Clair Brumbaugh
Jerrell Wayne Bullis
Lawrence Cardwell, Jr.
David Charles Carlisle
Richard Ivanhoe Cooke, Jr.
Ben LeRoy Davis
Horace Raymond Derrington
Christian Frank Dubia
Glenn Edward Dyke
Opal Ruth Parker Emerine
James Hugh Farrow
Charles Tremble Henderson
Joseph Harding Hobbs
Charles Everett Hogancamp
Jesse Eugene Holmes

Bachelor of Arts

Avonell Farmer Carlisle
Mary Louise Simons
Arthur Regnal Wallace

Master of Arts in Education

Anabel Waters Jones

Very truly yours,
/s/ Cleo Gillis Hester
/s/ F. D. Mellen
/s/ Ed J. Carter
/s/ A. M. Wolfson
/s/ Wm. G. Nash
/s/ Price Doyle
Motion was made by Mr. Price that the report and recommendation of the Committee and the President be approved and that the diplomas be awarded and the degrees be conferred upon the candidates completing the requirements for college degrees in accordance therewith under date of January 31, 1949. This motion was seconded by Mr. Winslow and was carried unanimously.

Resignations

Motion was made by Mr. Price that the resignations reported by Dr. Woods and listed on the Agenda, Item 3, be approved. This motion was seconded by Mr. Franklin and was carried unanimously.

Employment, Changes and Adjustments in Salary Approved; Mr. Jess B. Huff, Jr. Ranked as Assistant Professor

Motion was made by Mr. Price that the Board approve the action of Dr. Woods in employing the persons and making certain changes and adjustments in salaries as reported on the Agenda, Item 4, and that Mr. Jess B. Huff, Jr., be ranked as Assistant Professor in the Department of Physical Sciences as reported in Item 5 on the Agenda. This motion was seconded by Mr. Winslow and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Contract Made Between Murray State College and Orlando Lodge 1079 B. P. O. Elks of Orlando, Florida, for Football Team to Participate in Tangerine Bowl Game, Orlando, Florida, Approved

Motion was made by Mr. Price that the Board approve the action of Dr. Woods in signing the contract between Murray State College and Orlando Lodge 1079 B. P. O. Elks of Orlando, Florida, for our football team to participate in the Tangerine Bowl Game, Orlando, Florida. This motion was seconded by Mr. Franklin and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Policy of Tenure for President and Staff Members Adopted

On motion by Mr. Winslow and seconded by Mr. Price, the following was adopted as the policy of the Board of Regents of Murray State College.

We, the Board of Regents of Murray State College, shall have full power and authority in the management and control of this institution to appoint, employ and contract with a president, and on recommendation of the president to appoint, employ and contract with professors, associate professors, assistant professors, instructors and other such employees as may be necessary in the proper operation of this school, and to fix their compensations, and their respective terms, provided, however, that after having served satisfactorily during a probationary period of employment not to exceed three years. Any president, professor, associate professor may be removed by the Board of Regents only for immorality, inefficiency, incompetency, or failure to perform satisfactorily the duties assigned him, or for conduct that has destroyed his usefulness to the institution, and after a notice of said causes or failures has been furnished him in due written form ten days prior to the date set for the hearing. Charges against a president shall be preferred by the Chairman of the Board upon written information furnished to him, and charges against a professor, associate professor, shall be preferred by the President.

The above policy was adopted by a unanimous vote of the Board of Regents.
Letter from Southern Association of Colleges and Secondary Schools
Read by Dr. Woods to the Board

For the information of the Board, Dr. Woods read a letter, dated December 21, 1948, from Mr. M. C. Huntley, Executive Secretary of the Southern Association of Colleges and Secondary Schools, stating that the Committee on Standards and Reports, which reviewed the report of Murray State College to the Association, had asked him to call our attention to the fact that the college was falling far short of meeting Standard Seventeen, Graduate Work, which called for a minimum instructional expenditure per student of $250.00, and that we had reported an instructional expenditure per student of $182.00. The letter also stated that the Committee would appreciate our making a supplementary report on this standard next year.

Dr. Woods reported to the Board that our instructional expenditure for graduate students does meet the minimum of $250.00 per student. The question at issue is whether or not the instructional expenditure must meet the graduate standard for both its graduate and undergraduate programs.

Letters from Joseph & Joseph, Architects, Read by Dr. Woods to Board

For the information of the Board, Dr. Woods read letters from Joseph & Joseph, Architects, dated November 22, 1948, and December 17, 1948, and his replies dated December 3, 1948, and January 10, 1949, respectively, concerning the balance of their fee on the plans for the Science Building.

Science Building

Dr. Woods reported to the Board that work on the Science Building was progressing nicely and that, if weather conditions, permitted, the building would be ready for occupancy September 1, 1949.

Council on Public Higher Education - Director of Certification and Teacher Training

Dr. Woods presented Item 11 on the Agenda, Council on Public Higher Education - Director of Certification and Teacher Training, to the Board. Mr. Hodgkin, Chairman of the Board, suggested that it was not necessary to take action on this matter at the present time.

Board Authorized Treasurer of College to Have Additional Bonds Pledged by the Banks Acting as Depositories

Motion was made by Mr. Winslow that the Treasurer of the college be directed to have the Bank of Murray and the Peoples Savings Bank, depositaries for college funds, pledge additional bonds, if needed, to secure the deposits in an amount to cover sufficiently the funds deposited there by the college. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Bonds Covering Employees Handling Funds To Be Analyzed As To Adequacy; Consideration to be Given to Advisability of Having Blanket Bond

Motion was made by Mr. Winslow that the bonds covering employees handling funds over which the college has custody be analyzed as to their adequacy and, if inadequate, increased bonds be secured, and that consideration be given to the advisability of having a blanket bond. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.
Indemnifying Bonds Executed to the State Treasurer of Kentucky for Misplaced Checks Approved

Dr. Woods reported to the Board that on December 13, 1948, the State Treasurer of the Commonwealth of Kentucky at Frankfort mailed two groups of student payroll checks which were never received at Murray State College. One group consisted of 129 checks amounting to $2,664.62 and the other group consisted of 63 checks amounting to $2,560.50. The State Treasurer's policy that no duplicate checks will be issued regardless of the circumstances under which the original checks were lost or misplaced unless an indemnifying bond is posted with his office.

Dr. Woods further reported that on January 5, 1949, the President and Business Manager executed an indemnifying bond for the 129 checks and on January 8, 1949, the President and Business Manager executed an indemnifying bond for the 63 checks, and asked for the Board's approval of executing the Indemnifying Bonds to the State Treasurer of Kentucky for the misplaced checks.

Motion was made by Mr. Winslow that the Board approve the action of the President and the Business Manager in executing the Indemnifying Bonds to the State Treasurer of Kentucky for misplaced checks. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Easement Granted by Board to Murray Water System

Motion was made by Mr. Winslow that the Board grant an easement to the Murray Water System to place an eight inch water line across the property of Murray State College south of the Health Building between Fourteenth and Fifteenth streets. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Board Authorized Contract with Calloway County Board of Education to be Renegotiated

Motion was made by Mr. Winslow that Dr. Woods renegotiate contract with the Calloway County Board of Education which expires July 1, 1949, with the view of obtaining increased charges for the instruction given at the Murray State College Training School. This motion was seconded by Mr. Price and was carried unanimously.

Board Authorized that Ed D. Hannan, Contractor for Air-Conditioning System in Fine Arts Building, Will have to Proceed with Installation Before Any Further Payments Are Made

Mr. Ordway, Business Manager, reported to the Board that payments to Ed D. Hannan for materials and supplies stored on site for air conditioning the Fine Arts Building in the amount of $9,705.31 had been made. He further reported that another bill for materials which were stored on site on January 1, 1949, had been received and returned, due to the fact that the job was to be completed by January 11, 1949, and he did not feel that another payment should be made until the contractor proceeded with the installation.

Motion was made by Mr. Franklin that Ed D. Hannan, Contractor for the installation of Air-Conditioning System in Fine Arts Building, will have to proceed with the installation before any further payments are made. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.
Board Approved Curricula for Home Economics, Agriculture, and Industrial Arts; Authorized President to Present Them to State Board of Education for Approval

Motion was made by Mr. Winslow that the Board approve the curricula for Home Economics, Agriculture, and Industrial Arts, as presented and recommended to the Board by Dr. Woods, and authorized the President to present these curricula to the State Board of Education for its official approval. This motion was seconded by Mr. Price and was carried unanimously.

President Authorized to Secure Option on Bailey Property

Motion was made by Mr. Winslow that the President be authorized to secure an option on the Bailey property and bring to the attention of the Board at its next meeting any developments. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Board Authorized the Re-Working of Floor in Girls' Gymnasium

Motion was made by Mr. Price that the Board authorize the re-working of the floor in the Girls' Gymnasium in the Health Building and to be paid for out of the bonding account of the Health Building. This motion was seconded by Mr. Franklin and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

President Authorized to Proceed with Needed Repairs to Lights at Football Stadium

Motion was made by Mr. Winslow that the President be authorized to proceed with the needed repairs to the lights at the football stadium. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Report of Business Manager Accepted and Approved

Mr. Ordway, Business Manager, presented his report to the Board. Motion was made by Mr. Winslow that the Report of the Business Manager be accepted and approved. This motion was seconded by Mr. Franklin and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Report of Veterans Housing Manager Approved

Dr. Woods presented the Report of the Veterans Housing Manager. Motion was made by Mr. Winslow that the Report of the Veterans Housing Manager be accepted and approved. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Report of Custodian of Norris Student Loan Fund Approved

Dr. Woods presented the Report of the Norris Student Loan Fund. Motion was made by Mr. Price that the Report of the Custodian of Norris Student Loan Fund be accepted and approved. This motion was seconded by Mr. Price and the roll was called on its adoption with the following result: Mr. Price, aye; Mr. Franklin, aye; Mr. Winslow, aye; Mr. Hodgkin, aye.

Adjournment

Motion was made by Mr. Price that the Board adjourn. This motion was seconded by Mr. Franklin and was carried unanimously.

[Signatures]