

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
MINUTES

May 10, 1940

The annual meeting of the Board of Regents was held in the Regents' Room in the Administration Building, University of Minnesota, Minneapolis, Minnesota, on Friday, May 10, 1940 at ten o'clock.

Present: Mr. Ford, presiding; Regents Bell, Gainey, Griggs, Lawson, Lobb, Novak, Olson, Quinlivan, Rogstad, Snyder, and Wood.

Under the provisions of paragraph 4, "Rules of the Regents, Officers of the Board," the President of the Board requested Regent Snyder, First Vice-president of the Board, to act as chairman of the meeting and Regent Snyder did so act.

Voted to approve the minutes of the following meeting:
Board of Regents of April 12, 1940

Voted to approve the following budget correction:

2301 item 18, Jean A Hay Technician Anatomy at \$405 Term B to read at the rate of \$500 Term BH50 September 16, 1939 to March 31, 1940

Voted to approve the following amendment of minutes:

December 8, 1939, leave of absence for Lawrence M Wiig Medical Fellow Mayo Foundation dated November 1, 1939 to September 30, 1940 to read November 1, 1939 to March 31, 1940; appointment extended to November 30, 1942 to read May 31, 1942

Voted to accept the following resignations:

Malcolm S MacLean Director and Professor General College effective August 31, 1940

Edward T Tinker Professorial Lecturer School of Dentistry effective September 16, 1939 at time of reappointment

Milan V Novak Instructor Bacteriology April 15, 1940

Clarence P Truog Instructor Cancer Institute Research effective April 21, 1940

Harold T Peters Research Assistant Entomology and Economic Zoology effective April 15, 1940

Raymond R Roepke Research Assistant Physiology effective March 31, 1940

Alma Jurgens Teaching Assistant School of Nursing effective March 15, 1940

Alexander K Doss Medical Fellow Mayo Foundation effective March 31, 1940

Evalyn E Brenner Junior Library Assistant Library Department of Agriculture effective April 6, 1940

Josephine T Brennan Clerk-Stenographer Home Economics Education effective April 30, 1940

Marjorie LaBrande Senior Clerk-Stenographer Mimeograph and Bulletins effective April 15, 1940

The following in the University of Minnesota Hospitals

		Effective Date
Ida Dahlen	Maid	May 12, 1940
Charles G Hayden	Junior Clerk	March 24, 1940
Mary Manning	General Duty Nurse	May 7, 1940
Marion Patterson	General Duty Nurse	April 15, 1940
Fidelia Schmidt	General Duty Nurse	April 30, 1940
Mamie M Wilkin	Domestic Helper	April 26, 1940

Dorothy M Walker recipient of the Caleb Dorr Special Award of \$35 in the College of Agriculture, Forestry, and Home Economics for 1939-40 effective at time of award

Voted to approve the following retirement:

Gust Gunness Laborer Physical Plant to retire on Minnesota State Employees Retirement Fund August 11, 1940

Voted to approve the following appointments:

Theodore C Blegen as Dean of the Graduate School and Professor of History beginning August 16, 1940 at the rate of \$8,000 Term A

The following as chairmen of their respective departments for the year 1940-41

Wilson D Wallis	Anthropology
W J Luyten	Astronomy
C O Rosendahl	Botany
Joseph W Beach	English
Laurence Schmeckebier	Fine Arts
O C Burkhard	German
Ralph D Casey	Journalism
Raymond Brink	Mathematics
Carlyle Scott	Music
E H Sirich	Orientation
George P Conger	Philosophy
J William Buchta	Physics
William Anderson	Political Science
R M Elliott	Psychology
Francis B Barton	Romance Languages
Martin B Ruud	Scandinavian
F Stuart Chapin	Sociology
Frank M Rarig	Speech
Dwight E Minnich	Zoology

Henry L Smith as Lecturer Journalism 1940-41 at \$2,800 Term B

Frederick W Hoffbauer as Physician Students' Health Service and Instructor Preventive Medicine and Public Health 1940-41 at \$2,500 Term B

Ida MacDonald as Assistant Professor School of Nursing and Nursing Education April 1 to June 30, 1940 at the rate of \$2,400 Term AIV

Marjorie Caldwell as Instructor Sociology for spring quarter of 1939-40 at \$200 Term CH33

Leon H Johnson as Instructor Agricultural Biochemistry—Frasch Foundation Research June 16 to September 15, 1940 at \$600 (\$2,400 A base) Term C

Theodore F Meltzer continuation of appointment as Teaching Assistant English for spring quarter of 1939-40 at \$133 Term CH33

Augusta C Nelson continuation of appointment as Teaching Assistant Romance Languages for spring quarter of 1939-40 at \$200 Term CHX50

Luverne C Ramsland as Teaching Assistant Speech for spring quarter of 1939-40 at \$100 Term CH25

Norman E Huseby continuation of appointment as Teaching Assistant Aeronautical Engineering March 16 to April 19, 1940 at \$38 Term CH25

Robert N Shoffner as Research Assistant Animal and Poultry Husbandry 1940-41 at \$800 Term AH50

Tamarath D Knigin as Research Assistant Entomology and Economic Zoology April 16 to June 30, 1940 at the rate of \$600 Term AH38

Carl F Sierk as Teaching Assistant School of Agriculture April 1 to May 31, 1940 at \$67 Term CH25 and June 1-30, 1940 at \$133 Term C

Avis Berge as Research Assistant Medicine April 16 to June 30, 1940 at \$167 Term CH50

Betty St Cyr as Research Assistant Medicine April 16 to June 30, 1940 at \$167 Term CH50

Robert J Weir as Research Assistant Agronomy and Plant Genetics April 1 to June 30, 1940 at \$200 Term CH50

John M MacGregor as Research Assistant Soils—Middle West Soil Improvement Committee Research April 1 to June 30, 1940 at \$133 Term CH33

Gunnar Linner as Medical Fellow Medicine without salary other than exemption from tuition April 3 to June 30, 1940

Warren A Bennett as Medical Fellow Mayo Foundation—Fellow in Medical Science April 1 to June 30, 1940 at the rate of \$900 Term AIV

The following as Medical Fellows Mayo Foundation for three years beginning April 1, 1940 at \$900 Term A

Norman R Beck	Wallace W Lindahl
John D Call	Joseph H Pratt, Jr
Thorstein Guthe	Harald A Smedal, Jr
Harry P Harper	William S Tinney, Jr
Paul F Hausmann	Robert W Vines
Rolf M Iverson	William W Wood, Jr
Charles S Joss	

Harold B Alexander as Medical Fellow Mayo Foundation for three years beginning March 1, 1940

Mathilda A Heck as Demonstration Teacher College of Education for spring quarter of 1939-40 at \$33

Leona E Tomnitz as Critic Teacher College of Education for winter and spring quarters of 1939-40 at \$144

Camilla A Henry as Critic Teacher College of Education for winter and spring quarters of 1939-40 at \$144

The following as Critic Teachers College of Education for spring quarter of 1939-40

William A Abbott	\$22	Edgar H Kast	\$33
Floyd B Barnard	11	Edna M Koch	22
Emil J Beckstrom	22	George C Krieger	11
Chester E Belstrom	11	Ethel M Laughlin	22
LaVere E Belstrom	12	Florence Legate	39
Helen E Bungardner	11	Mary MacKnight	13
Percy J Burningham	36	Dwight McLaughlin	33
Gladys P Cairncross	11	Elsa A Obst	11
Agnes Carey	33	Aurelia O'Dea	11
Mary W Chapin	11	Ethel B Reeve	39
Elizabeth M Chapman	39	Lyn H Roam	22
Amy Cheney	33	Priscilla Rugg	22
J Clive Cleary	11	Kate M Ruhnke	11
Katherine A Comley	11	Eunice G Ryan	11
Eleanor Cornica	11	Gordon B Sanders	22
Dorothy H Daniels	22	Ruth E L Schoenig	22
Hope S Francis	11	Roy T Tenney	11
Henry E Griebenow	22	Amalia Thorson	11
Sarah E Hand	11	Otelia H Torbenson	39
Alice W Humphrey	13	Anne F Vaughan	22
Grace H Jacobs	11	Mabel W Vincent	12
Isabel K Jones	11	Harvey F Wagner	33
Roberta V Just	22	Jennie M Wiesenthal	22
Ruth L Kachel	11		

The following 1940 Summer Session appointments

Thomas T Earle, Instructor	Botany	SS1	\$263
Warner G Rice, Professor	English	SS1	600
Arthur W Secord, Professor	English	SS1	600
James Gray, Professorial Lecturer	English	SS1	350
Mary L Vincent, Teaching Assistant	English	SS1	88

50% time

Eunice Norton, Instructor	Music	SS1	600
Kenneth C Cole, Professor	Political Science	SS2	700
Marie K Mason, Lecturer	Speech	SS1	400
Elizabeth M Chapman, Instructor	Speech	SS1	225
		SS2	75
		(July 29—August 9)	
Etheldreda M Jones, Instructor	Home Economics	SS1	225
Barbara A Thompson, Lecturer	School of Nursing	SS1	200
		50% time	
Florence L Smythe, Professorial Lecturer	Institute of Child Welfare	SS2	300
Edith A Davis, Lecturer	Art Education	SS1	600
Eunice H Kellar, Teaching Assistant	Art Education	SS1	44
		25% time	
Ward G Reeder, Professorial Lecturer	General Education	SS1	850
Earl J McGrath, Professorial Lecturer	General Education	SS1	800
Charles C Barnes, Professorial Lecturer	General Education	SS1	600
Eldon A Bond, Professorial Lecturer	General Education	SS1	400
		(June 30—July 26)	
		SS2	400
		(July 29—August 20)	
Chris A DeYoung, Professorial Lecturer	General Education	SS2	600
Roy Fairbrother, Professorial Lecturer	General Education	SS1	300
		(June 17—July 5)	
Margaret C Gustin, Professorial Lecturer	General Education	SS1	600
Winifred Hathaway, Professorial Lecturer	General Education	SS1	600
James M Hughes, Professorial Lecturer	General Education	SS2	600
Julius Oppenheimer, Professorial Lecturer	General Education	SS1	600
John G Rockwell, Professorial Lecturer	General Education	SS1	300
		50% time	
Carl L Thiele, Professorial Lecturer	General Education	SS1	600
Lawrence T Thomson, Professorial Lecturer	General Education	SS1	300
		(July 8—July 26)	
Ralph K Watkins, Professorial Lecturer	General Education	SS1	600
William H Zeigel, Jr, Professorial Lecturer	General Education	SS1	600
A B Caldwell, Professorial Lecturer	General Education	SS1	500
Fred A Miller, Professorial Lecturer	General Education	SS1	500
Fred. VonBorgersrode, Professorial Lecturer	General Education	SS1	438
Eugene D Carstater, Professorial Lecturer	General Education	SS2	438
		SS1	without salary
		33% time	
Eva M Haberman, Teaching Assistant	General Education	SS1	44
		25% time	
Lois E Hobart, Teaching Assistant	General Education	SS1	118
		67% time	

Theron A Johnson, Teaching Assistant	General Education	SS1	44
		25% time	
		SS2	44
		25% time	
Herman H Kohl, Teaching Assistant	General Education	SS1	88
		50% time	
Carroll H Leeds, Teaching Assistant	General Education	SS1	44
		25% time	
Inez B Olson, Teaching Assistant	General Education	SS1	44
		25% time	
Fred P Roessel, Teaching Assistant	General Education	SS1	88
		50% time	
		SS2	44
		25% time	
Francis M Smudde, Teaching Assistant	General Education	SS1	44
		25% time	
Ruth E Westlund, Teaching Assistant	General Education	SS1	62
		35% time	
L Belle Pollard, Instructor	Home Economics Education	SS1	300
Maurice E Ostrander, Teaching Assistant	Physical Education for Men	SS1	117
		67% time	
		SS2	117
		67% time	

Kenneth Graham continuation of appointment as Teaching Assistant Speech for spring quarter of 1939-40 at \$200 Term CH50
 Donald P Shannon as Assistant Agricultural Extension Specialist Agricultural Extension April 8 to May 15, 1940 at \$222 Term C

Duane E Long as Assistant Agricultural Extension Specialist Agricultural Extension April 16 to June 30, 1940 at \$375 Term C
 Donald M Layden as Messenger Library April 16 to June 30, 1940 at the rate of \$780 Term AIII

Muriel A Larson as Clerk-Stenographer Administration Institute of Technology April 1 to June 30, 1940 at the rate of \$960 Term AIII

Florence Stephens as Clerk-Stenographer Home Economics Education May 1 to June 30, 1940 at the rate of \$960 Term AIII

Sophie V Johnson as Clerk-Stenographer Pioneer Hall April 16 to June 30, 1940 at the rate of \$960 Term AIII

Ardyce Jensen continuation of appointment as Assistant Cook Northwest School and Experiment Station April 1 to June 30, 1940 at \$135 and maintenance Term C

The following in the University of Minnesota Hospitals

		Beginning Date	Rate	Term
Hazel Chapman	Switchboard Operator	April 1, 1940	\$ 780	AIII
Catherine M Haggar	General Duty Nurse	May 1, 1940	720 ^a	AIV
Alma A Henninger	General Duty Nurse	April 16, 1940	720 ^a	AIV
Chris Kenney	Floorman	May 1, 1940	1,020	AII
Virginia P Lende	General Duty Nurse	April 16, 1940	720 ^a	AIV
Ruth L Lotspeich	General Duty Nurse	April 1, 1940	720 ^a	AIV
Richard A Naegeli	Hospital Attendant	April 16, 1940	600 ^a	AII
Lois M Nash	General Duty Nurse	May 1, 1940	720 ^a	AIV
Robert Patnode	Junior Clerk	May 1, 1940	780	AIII
Merilys E Porter	General Duty Nurse	April 1, 1940	720 ^a	AIV
Wanyce C Vinnard	Psychopathic General Duty Nurse	May 1, 1940	780 ^a	AIV
Eleanor C Weyer	General Duty Nurse	May 1, 1940	720 ^a	AIV

^a Maintenance

^a Board

The following as recipients of Caleb Dorr prizes of \$5.45 each for 1939-40 at the Northwest School and Experiment Station

Wesley Battles	Progress in Debate
John Brown	Progress in Debate
Dell Durbahn	Progress in Crops Judging
Wilbur Hallstrom	Progress in Crops Judging
Dayton Jacobson	Progress in Debate
Roy Lerud	Progress in Livestock Judging
Donald Nelson	Progress in Crops Judging
Ernest Rydeen	Progress in Livestock Judging
Harold Utech	Progress in Livestock Judging

The following as recipients of Caleb Dorr prizes for 1939-40 at the Northwest School and Experiment Station Declamatory Contest

Katherine A Viker	Dramatic	\$2.00
Helen Rasmussen	Dramatic	1.00
Donna Norman	Humorous	2.00
David Lindamood	Humorous	1.00
Frank Evans	Oratorical	2.00
Owen Weckwerth	Oratorical	1.00
Clarence Sargent	Extemporaneous	2.00
Philip Hayes	Extemporaneous	1.00

The following as recipients of Caleb Dorr scholarships of \$17 each for 1939-40 at the Northwest School and Experiment Station for greatest progress and superior scholarship

Clara Syverson, freshman
Henry Hoff, freshman
Eleanor Ostlund, junior
Harry Christiansen, junior
Erna Aichele, senior
Telfred Slettvedt, senior

Julian Erlandson as recipient of a Caleb Dorr prize of \$1.85 for 1939-40 at the Northwest School and Experiment Station for progress in advanced debating

Dorothy Altepeter as recipient of a Caleb Dorr scholarship of \$4.25 for 1939-40 at the Northwest School and Experiment Station for showing greatest progress in violin music

Marion Nelson as recipient of a Caleb Dorr scholarship of \$4.25 for 1939-40 at the Northwest School and Experiment Station for showing greatest progress in piano music

Voted to approve the following promotions and transfers:

Lucile Petry from Associate Professor Administration School of Nursing to Associate Professor Administration School of Nursing and Nursing Education without change in salary beginning April 1, 1940

Ruth Harrington from Assistant Professor Administration School of Nursing to Assistant Professor Nursing Education without change in salary April 1 to June 30, 1940

Richard L Varco from Research Assistant Medical Research Graduate School Fund at \$800 Term AH50 to Medical Fellow Surgery at the rate of \$600 Term AIV April 1 to June 30, 1940

Pearl Lemke from Anesthetist University of Minnesota Hospitals at \$1,140 and maintenance Term AIV to Chief Anesthetist at the rate of \$1,200 and maintenance Term AIV April 1 to June 30, 1940

Voted to approve the following salary adjustments:

Edward L Strem Instructor Anatomy at \$450 Term BH30 to receive \$167 for 50% additional time in Research Department Institute of Child Welfare April 16 to June 15, 1940

Milton Levine Instructor Bacteriology without salary to the rate of \$1,800 Term AIV April 16 to June 30, 1940

J Clark Rhodes Instructor General Education at \$600 Term BH33 to receive \$133 for 33% additional time in Agricultural Extension April 16 to June 15, 1940

Evelyn V Johnson from Head Technician Human Serum Laboratory and Clinical Instructor Pediatrics at \$1,700 Term AIV to Clinical Instructor Pediatrics without salary April 15 to June 30, 1940

James W Hall Teaching Assistant English at \$450 Term BH38 to receive \$133 for 33% additional time spring quarter of 1939-40

Edward W Hamilton Teaching Assistant English at \$450 Term BH38 to receive \$133 for 33% additional time spring quarter 1939-40

Helen B Trieglaff Teaching Assistant Fine Arts at \$600 Term BH50 to receive \$100 for 30% additional time April 1 to June 15, 1940

Lawrence A Wilson Teaching Assistant Romance Languages at \$600 Term BHX50 to receive \$200 for 50% additional time spring quarter of 1939-40

Robert M Dinkel Teaching Assistant Sociology at \$500 Term BH42 to receive \$222 for 58% additional time as Research Assistant in the Agricultural Experiment Station April 16 to June 15, 1940 and 100% time June 16-30, 1940

George Roadfeldt Research Assistant Agronomy and Plant Genetics at \$440 Term EH37 to receive \$153 for 38% additional time April 1 to June 30, 1940

Juliette I Myren Teaching Assistant Home Economics at \$400 Term BH33 to receive \$178 for 67% additional time April 16 to June 15, 1940

Donald J deZeeuw Research Assistant Plant Pathology and Botany at \$410 Term AH26 to receive \$133 for 50% additional time May 1 to June 30, 1940

Theodore R Wright Research Assistant Plant Pathology and Botany at \$800 Term AH50 to receive \$88 for 33% additional time May 1 to June 30, 1940

Robert G Grenell Teaching Assistant Anatomy for General Extension Division at \$600 Term BH50 to receive \$133 for 50% additional time in Anatomy April 16 to June 15, 1940

Mabel M Sampson Teacher Institute of Child Welfare at \$500 Term BH50 to receive \$69 for 25% additional time April 1 to June 15, 1940

Max McMillin Pine County Agricultural Agent Agricultural Extension from \$2,400 Term AIV to the rate of \$2,500 (\$2,400 University—\$100 County) Term AHIV96 May 1 to June 30, 1940

Chris Christine Chief Attendant Minnesota Union—Farm from \$438 Term BH41 to the rate of \$1,260 Term AII April 1 to June 30, 1940

Charlotte G Anderson Record Clerk English at \$720 Term B to serve 97% time April 1 to June 15, 1940

Voted to approve the following leaves of absence:

Edith Boyd Assistant Professor Anatomy leave with half salary April 16 to June 15, 1940 on account of illness

Ruth F M Segolson Instructor Home Economics leave with salary April 16 to June 15, 1940 on account of illness

Ramer D Leighton Instructor—Extension Dairyman leave without salary May 1 to June 15, 1940 for temporary employment with the Minnesota State Agricultural Society

Thomas Scott Medical Fellow Mayo Foundation leave without salary April 1 to September 30, 1940 to return to Scotland; appointment to be extended to September 30, 1941

Ernest T Baughman Assistant County Agricultural Agent Agricultural Extension leave without salary April 1 to June 15, 1940 for graduate study toward MS degree

Anastasia McCue Record Clerk General Storehouse leave with salary April 8 to May 26, 1940 on account of illness

Martha Mach Nursing Supervisor, Night University of Minnesota Hospitals continuation of leave without salary March 1 to June 30, 1940 on account of illness

Elizabeth M Ross General Duty Nurse University of Minnesota Hospitals leave without salary March 28 to April 10, 1940 on account of illness

Clifford L Donehower Hospital Attendant University of Minnesota Hospitals leave without salary April 9-18, 1940 on account of illness

Lola Barber Clerk-Stenographer University of Minnesota Hospitals continuation of leave without salary April 12-15, 1940 on account of illness at home

Charles Anderson Janitor Physical Plant leave without salary April 8-16, 1940 on account of illness

Voted to approve the following extensions of retirement:

Thomas S Roberts as Professor and Director Museum of Natural History 1940-41 BH40 \$2,000

John W Thomas as Custodial Foreman from July 1, 1940 to June 30, 1941 at AIII \$1,560

Regent George W. Lawson, representative of the Board of Regents on the State Investment Board, having reported refusal of that Board to sell Minnesota Rural Credit bonds, currently quoted at approximately 109, at par to the Rural Credit Department in order that that Department might reissue the bonds at an interest rate of $1\frac{3}{4}\%$, the Board of Regents voted to sustain and support the action of Regent Lawson, its representative, in voting refusal of the request.

Voted to approve the following schedule of meetings of the Board of Regents during 1940-41:

June 15, 1940	Saturday—Commencement
July 19, 1940	Third Friday
September 28, 1940	Saturday
October 5, 1940	Saturday
October 26, 1940	Saturday
November 9, 1940	Saturday
November 16, 1940	Saturday
December 13, 1940	Second Friday
January 10, 1941	Second Friday
February 14, 1941	Second Friday
March 14, 1941	Second Friday
April 18, 1941	Third Friday
May 9, 1941	Second Friday—Annual Meeting

The President reported for the information of the Board letter of appreciation from Dr. Theodore Buenger, former President of Concordia College, St. Paul.

The President reported for the information of the Board letter of appreciation from Mrs. Charles K. Velie, President of the Minnesota Rose Society.

Voted to approve the following changes in fees:

- 1. Medical Technology, Medical School, tuition fee, effective 1940-41**

From	To
\$30 for junior and senior years	\$40 for junior and senior years
45 non-resident	60 non-resident
	Credit hour fee
	\$3.00 resident
	4.50 non-resident
- 2. University High School, Incidental fee, effective fall quarter of 1940**

From	To
\$3.50	\$4.00
- 3. Graduate School, Privilege fee for late registration, effective fall quarter of 1940**

From	To
\$2.00 for delay in payment of fees of more than one week following approval of registration by the Dean	\$2.00 plus 50 cents additional per day beginning with the fourth day after close of registration for the quarter to a maximum of \$5.00

Voted to approve discontinuance of the course in Interior Architecture and the degree of Bachelor of Interior Architecture.

On recommendation of the Committee on Classification of Non-academic Personnel voted to approve the following:

The Regents direct that during the months of July and August the University be closed on Saturday except in those departments responsible for room or food service, for the care of livestock, for the care of hospital patients, or other similar departments where some degree of continuous operation is essential. In these departments where complete Saturday closing is not possible, the working schedule of employees on the regular payroll or who are regularly employed on the miscellaneous payroll on an annual or monthly basis should be so adjusted that any working time required of them on Saturday will be balanced by equivalent time off on another day of the week.

Voted to approve the following constitution for the Coffman Memorial Union:

PREAMBLE

We, the students of the University of Minnesota, in order to form a permanent organization, take advantage of the facilities offered by the Coffman Memorial Union building, and provide for a comprehensive social, recreational and cultural program, do ordain and establish this constitution for the University of Minnesota Union:

ARTICLE I

SECTION 1. The University of Minnesota Union, hereinafter designated as the Union, is an association of those students at the University of Minnesota who pay the Union fee.

SEC. 2. The Union shall have its quarters and center its activities in the Coffman Memorial Union building located on the main campus of the University of Minnesota.

SEC. 3. The Union shall operate as a department of the University directly responsible to the President of the University.

SEC. 4. The governing body of the Union shall be known as the University of Minnesota Union Board of Governors, hereinafter designated as the Board.

ARTICLE II

SECTION 1. The Board shall have the power:

- (a) to formulate and carry into execution a broad social, recreational and cultural program for the student body of the University.
- (b) to employ such professional and non-professional help as is necessary and proper to the formulation and execution of its program.
- (c) to establish and enforce rules and regulations concerning conduct in and use of all student facilities in the building, subject only to general University regulations.
- (d) to prepare an annual budget.
- (e) to negotiate with the University authorities operating the physical plant and dining facilities in regard to student grievances, and to investigate the operation of the physical plant and dining facilities when a majority of the Board deems such investigation desirable.
- (f) to present the results of any investigation it may make to the President of the University, together with whatever recommendations a majority of the Board shall approve.

SEC. 2. There shall be a liaison committee composed of three members elected by and from the Union Board of Governors and two members appointed by the Comptroller. This committee shall have the power to negotiate with the proper University authorities concerning the operation of the physical plant and of the dining facilities, and shall have the right to employ outside experts.

ARTICLE III

SECTION 1. The Board shall be composed of:

- (a) Five non-student members.
- (b) Fifteen student members, nine of whom shall be men and six of whom shall be women.

SEC. 2. Four non-student members of the Board shall be appointed annually by the President of the University.

- (a) One non-student member of the Board shall be appointed annually by the General Alumni Association.
- (b) Non-student members shall not be eligible for more than four years in succession.

SEC. 3. The student members of the Board shall be elected from the University at large by the Hare system of proportional representation. To be eligible for membership on the Board a student must:

- (a) be a regularly enrolled student of the University of Minnesota who has paid the Union fee.
- (b) meet the all-University eligibility requirements.
- (c) be certified by a nominating committee which shall consist of four members; one man and one woman to be named by the Board, one person to be named by the All-University Council, and one person to be named by the President of the University. In its certification of applicants for nomination the committee should place no arbitrary limit on the number of candidates and should make an effort to provide a slate of candidates who have an interest in and ability for membership on the Board as indicated by activity in Union and other University activities; it shall certify at least twice as many people as there are vacancies to be filled. Unanimous vote of the nominating committee is necessary to reject any candidate. The rules of procedure for the nominating committee shall be adopted by the Union Board.

The men and women candidates shall be listed on separate ballots, but all voters shall be entitled to vote both ballots.

All students who pay the Union fee shall be eligible to vote in elections for members of the Board.

The elections shall be conducted in accordance with the general election regulations established by the All-University Council.

The members of the Board shall be elected for two-year terms provided that the term of any member who will not be eligible for membership the following school year because of graduation or for other reasons shall expire at the time of the spring elections of the last year he is eligible.

ARTICLE IV

SECTION 1. The newly elected members of the Board shall take office immediately following the election, the retiring members to remain in an advisory capacity for the rest of the spring quarter.

SEC. 2. Within one week following the spring elections, the outgoing president of the Board shall call a meeting of the Board for the purpose of electing officers for the coming year.

SEC. 3.

- (a) The officers of the Board shall be president, vice president, secretary, and such others as the Board may designate.
- (b) The officers shall be chosen by the Board from its student membership provided that the Board may make an exception in the case of the secretary.

SEC. 4. The Board shall determine the rules of its proceeding.

SEC. 5. Vacancies in the student membership of the Board shall be filled by the Board. Vacancies in the non-student membership shall be filled by the corresponding appointing official. All vacancies shall be filled only for the balance of the unexpired term.

ARTICLE V

SECTION 1. Amendments to this Constitution may be made in the following manner:

- either (a) by the Board of Regents of the University,
- or (b) by proposal from the Union Board.

SEC. 2. Amendments shall be proposed by the Board whenever:

- either (a) a majority of the entire membership of the Board deems it necessary,
- or (b) a petition is presented to the Board signed by a number of qualified voters equal to ten per cent of the number of ballots cast at the preceding spring election.

SEC. 3. Amendments proposed by the Board shall become effective immediately after ratification by a majority of all voters voting on the amendment at a regular or special election and approval by the Board of Regents of the University of Minnesota.

ARTICLE VI

This Constitution shall become effective immediately after ratification by a majority of all voters voting on this Constitution at a regular or special election and approval by the Board of Regents of the University of Minnesota.

Voted under authorization of the Regents' minutes of April 22, 1936 to exclude Dr. Olof E. Stamberg, American Dry Milk Institute Fellow, a temporary appointee, from membership in the Minnesota State Employees Retirement Fund.

Voted to approve agreement with the Minnesota Department of Health, filed supplement to the minutes, page 1690, covering a grant for payment for medical service

to be rendered by the Department of Obstetrics and Gynecology in the conduct of a Teaching Home Delivery service in cooperation with the Minnesota Department of Health.

Voted to approve renewal of agreement with the Bureau of Animal Industry, United States Department of Agriculture, covering infectious abortion of cattle, for the period July 1, 1940 to June 30, 1941, filed supplement to the minutes, page 1691.

President Ford reported that the University of Minnesota Radio Station WLB had received first prize as a local and regional station in recognition of the excellence of the recording of the special University of Minnesota convocation address by Dr. Thomas Mann entitled "The Problem of Freedom."

Voted to approve for an additional payment of \$100 a quit-claim deed to Johann Doerrheim, copy filed supplement to the minutes, page 1692, covering the following described property:

160 acres in Stark County, North Dakota, being the W $\frac{1}{2}$ of NW $\frac{1}{4}$, SE $\frac{1}{4}$ of NW $\frac{1}{4}$, NW $\frac{1}{4}$ of SW $\frac{1}{4}$, in Section 34, Township 138, Range 91

sold under contract for deed to Johann Doerrheim (Fellowship Association Fund).

The Regents, having under consideration the request of Tau Beta Pi, Honorary Engineering Fraternity, to erect a monument on the campus, voted to instruct the President to advise the Fraternity that erection of the monument was contrary to general University policy, but requested the President to advise the Fraternity of the Regents' appreciation of the intent and interest in offering this monument.

Voted to approve the following resolution:

RESOLUTION

by the

REGENTS OF

THE UNIVERSITY OF MINNESOTA

Resolved, by the Regents of the University of Minnesota that, WHEREAS, the Regents of the University of Minnesota, desires to appoint and employ a nominee for the limited purpose of holding in its name stocks, bonds, notes, and other securities and

property owned by the Regents of the University of Minnesota in its own name, or held in its Endowment Funds and administered by said Regents of the University of Minnesota as technical trustee, and with the limited authority of otherwise acting with respect thereto in accordance, but only in accordance, with the instructions of said Regents of the University of Minnesota.

Now, Therefore, Be It Resolved by the Regents of the University of Minnesota that its President and its Secretary be, and they hereby are, instructed to execute the attached agreement, made and entered into by and between the Regents of the University of Minnesota, as party of the first part, and W. T. Middlebrook, C. E. Griswold, and P. P. Phillips, individually and as members of the firm of W. T. Middlebrook and Co., a Partnership, as parties of the second part.

THIS AGREEMENT, Made and entered into this 10th day of May, A.D. 1940, by and between REGENTS OF THE UNIVERSITY OF MINNESOTA (hereinafter referred to as "Board"), party of the first part, and W. T. Middlebrook, C. E. Griswold, and P. P. Phillips, individually and as members of the firm of W. T. Middlebrook and Co., a partnership having an office in the Administration Building of the University of Minnesota, Minneapolis, Minnesota (hereinafter referred to as the "Partnership"), parties of the second part,

WITNESSETH:

WHEREAS, said Board desires to appoint and employ a nominee for the limited purpose and with the limited authority hereinafter expressed, and the Partnership is willing to accept such appointment and employment upon the terms and conditions hereinafter stated:

Now, Therefore, This Agreement Witnesseth: That, in consideration of the promises and of the mutual promises herein contained, the parties hereto have agreed and do hereby agree, respectively, as follows:

(1) Said Board hereby appoints and employs the Partnership as its agent and nominee, to serve as such until the appointment and authority hereby conferred shall be revoked, for the limited purpose of holding in the Partnership name stocks, bonds, notes, and other securities and property as agent and nominee for the account of the Regents of this University of Minnesota, and otherwise acting with respect to such account in accordance, and only in accordance, with written instructions of said Board, with power and authority limited to holding such items in the firm name and otherwise acting with respect thereto as herein provided.

(2) The members of the said Partnership being members of the staff of the Comptroller of the University of Minnesota, the Partnership shall receive no compensation for its services as nominee as aforesaid.

(3) The Partnership hereby accepts such appointment and employment upon the terms and conditions herein stated and at all times will faithfully and promptly carry out, perform and observe the instructions of said Board in regard to the holding or otherwise

acting with respect to stocks, bonds, notes and other securities and property.

(4) The Partnership will not buy, sell, own, hold, borrow, pledge or otherwise in any manner deal with or in any stocks, bonds, notes or other securities or property, for the individual account of said Partnership, or any member thereof, or for the account of anyone other than said Board, or buy, sell, borrow, pledge or otherwise in any manner deal with or in any stocks, bonds, notes, or other securities or property for the account of said Regents of the University of Minnesota, except as herein provided, nor will any member of the Partnership do any of the foregoing acts for the individual account of said Partnership.

(5) Neither the Partnership nor any member thereof, or the heirs of any member, shall have or claim any beneficial interest whatsoever in any stocks, bonds, notes, or other securities and property at any time held by the Partnership, and in the event of the death of any partner or partners during the continuance of the Partnership, the estate of such deceased partner or partners shall have no interest in any of such items, nor in the Partnership name or good will, nor shall the legal representatives or the heirs of such deceased partner or partners have any rights therein or thereto as a general partner or otherwise. All right, title, equity, interest, lien, claim, and demand whatsoever in and to any stocks, bonds, notes, and other securities and property at any time held or received or receivable by the Partnership are hereby irrevocably waived and disclaimed by said Partnership and each and every member thereof.

Promptly upon the request of said Board, the Partnership and the several members thereof, will from time to time, during the term of this agreement and thereafter, execute and deliver all such assignments, powers of attorney, dividend orders, proxies, waivers, declarations of trust, disclaimers, and other instruments, general or specific, as may be presented by said Board for that purpose with respect to any stock, bonds, notes, or other securities and property that may now or hereafter be registered in the name of the Partnership or be received or receivable by the Partnership, and will endorse and deliver to said Board all checks, drafts, and orders for the payment of money that may be received by the Partnership or any member thereof, relating to any such items. The Board is hereby constituted and appointed the true and lawful agent and attorney of the Partnership with full power and authority irrevocable severally to sell, assign, endorse, transfer and deliver to itself and others all stocks, bonds, checks, notes, and other securities and property now or hereafter at any time standing in the name of the Partnership or in its possession in which said Board is interested, and to execute and deliver all such instruments as may be necessary or proper for that purpose, with full power of substitution.

(6) The Partnership name may be affixed by any one partner, or by an attorney in fact for the Partnership who is a member of the Staff of the Comptroller of the University of Minnesota appointed by the members of the Partnership in

writing and approved by the said Comptroller and is not a member of the Partnership, provided that the Partnership name shall at all times be signed pursuant to the instructions of the Board and provided further that the signature of the Partnership for the purpose of transferring securities registered in the name of the Partnership shall be guaranteed by the Northwestern National Bank and Trust Company of Minneapolis or by the First National Bank and Trust Company of Minneapolis.

(7) The Board will at all times protect and indemnify the Partnership and each of the several members thereof against, and save them and each of them harmless of and from any and all costs, expenses, damages, claims, demands, and liabilities of whatsoever kind or character that may arise out of this agreement or the performance thereof, or may be incurred with respect to any stocks, bonds, notes, and other securities and property at any time dealt with hereunder or with respect to any transactions concerning any such items which may be ordered or directed by the Board as herein provided, save and except only such costs, expenses, damages, claims, and liabilities, if any, as may arise or be imposed upon any member of the Partnership by reason of the wrongful acts, misconduct or neglect of such member.

(8) This agreement shall inure to the benefit of and shall bind the parties hereto and their respective successors, legal representatives and assigns.

IN WITNESS WHEREOF, said Board has caused this agreement to be executed by its President and Secretary, and its corporate seal to be hereunto affixed, and the several individual parties of the second part hereto have hereunto set their respective hands and seals, all as of the day and year first above written.

REGENTS OF THE UNIVERSITY OF MINNESOTA

By GUY STANTON FORD, President
W. T. MIDDLEBROOK, Secretary

W. T. MIDDLEBROOK (SEAL)
C. E. GRISWOLD (SEAL)
P. P. PHILLIPS (SEAL)

Individually and as Members of the Firm of
W. T. Middlebrook and Co.

PARTNERSHIP AGREEMENT

THIS AGREEMENT, Made this 10th day of May, A.D. 1940, by and between W. T. Middlebrook, C. E. Griswold, and P. P. Phillips, all of Minneapolis, Minnesota,

WITNESSETH:

That the said parties, being desirous of forming a general partnership for the purposes and upon the terms and conditions hereinafter stated, have agreed and do hereby agree with each other as follows:

(1) There is hereby formed a general partnership consisting of the undersigned as members of the partnership and such other person or persons as from time to time, by mutual consent of the undersigned or the survivors of them expressed in writing, and approved by the Regents of the University of Minnesota, may be admitted to the membership therein.

(2) The name of the partnership shall be W. T. Middlebrook and Co.

(3) The purpose and business of the partnership shall be and is hereby limited to the holding in the partnership name stocks, bonds, notes, and other securities and property as agent and nominee for the account of the Regents of the University of Minnesota, Minneapolis, Minnesota (hereinafter referred to as the Board) and otherwise acting with respect to such account in accordance, and only in accordance, with written instructions of said Board.

The partnership shall not buy, sell, own, hold, borrow, pledge, or otherwise in any manner deal with or in any stocks, bonds, notes, or other securities or property for the individual account of the partnership or for the account of any one other than said Board, or buy, sell, borrow, pledge, or otherwise in any manner deal with or in any stocks, bonds, notes, or other securities or property for the account of said Board, except pursuant to its instructions, nor shall any member of the partnership do any of the foregoing acts for the individual account of the partnership.

(4) The partnership is to continue until terminated by mutual agreement of the partners or until dissolved by the death or withdrawal of any partner, or until the Regents shall have cancelled its appointment of the partnership as its agent.

(5) The partnership shall not have any capital.

(6) Neither the partnership nor any member thereof shall have or claim any beneficial interest whatsoever in any stocks, bonds, notes, or other securities and property at any time held by the partnership as agent for the Board as above provided, and in the event of the death of any partner or partners during the continuance of the partnership, the estate of such deceased partner or partners shall have no interest in any of such items, nor in the partnership name, nor shall the legal representatives of such deceased partner or partners have any rights therein or thereto as a general partner or otherwise. All right, title, equity, interest, lien, claim, and demand whatsoever in and to any stocks, bonds, notes, and other securities and property at any time held or received or receivable by the partnership are hereby irrevocably waived and disclaimed.

(7) No partner shall have the power to sign the partnership name or to bind the partnership in any way in the carrying out of its business except as herein otherwise provided, nor shall the partnership property be liable in any way for the debts or obligations of the individual partners.

(8) The partnership name may be signed by any one partner, or by an attorney in fact for the partnership who is a member of

the staff of the Comptroller of the University of Minnesota appointed by the members of the partnership in writing and approved by the said President or First Vice-President of the Regents of the University of Minnesota and who is not a member of the partnership, provided that the partnership name shall at all times be signed pursuant to the instructions of the Board and provided further that the signature of the partnership for the purpose of transferring securities registered in the name of the partnership shall be guaranteed by the Northwestern National Bank and Trust Company of Minneapolis or by the First National Bank and Trust Company of Minneapolis.

(9) Any partner may withdraw from the partnership at any time by giving ten (10) days' notice in writing to the other partners of his intention so to do. In any such case the withdrawing partner shall have no further interest in the partnership assets or the partnership name. The termination of any partner's employment by the Board, howsoever caused, shall operate as a withdrawal from the partnership. Such withdrawal shall be effective on the date of such termination of employment.

(10) Upon the termination of the partnership or the earlier dissolution thereof by the death or withdrawal of a partner, the surviving partner or partners, if they so elect, shall have the sole and exclusive right to retain and use the partnership name and good will and to do business as a new partnership thereunder and therewith upon the same terms and conditions as are embodied herein; and if they so elect, but not otherwise, shall also succeed to all right, title, and interest of the terminated or dissolved partnership in and to all stocks, bonds, notes, and other securities and property held in its name; subject, however, to the approval of the Board.

IN WITNESS WHEREOF, the parties hereto have hereunto set their respective hands and seals, the day and year first above written.

W. T. MIDDLEBROOK (SEAL)
C. E. GRISWOLD (SEAL)
P. P. PHILLIPS (SEAL)

STATE OF MINNESOTA }
COUNTY OF HENNEPIN } ss.

On this 10th day of May, A.D. 1940, before me, a Notary Public within and for said County, personally appeared W. T. Middlebrook, C. E. Griswold, and P. P. Phillips, to me known to be the persons described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

N. GERTRUDE KOLL,
Notary Public,
Hennepin County, Minnesota
My Commission expires Dec. 21, 1941.

(NOTARIAL SEAL)

Dean W. C. Coffey, Department of Agriculture, discussed with the Board the organization, work, and problems of the Department of Agriculture.

Voted to approve the following security transactions of the Investments Committee:

March 21, 1940 to May 2, 1940

ACQUISITIONS
Mayo Foundation
Stocks

Amount	Security	Cost
\$ 9,449.25	E. I. du Pont de Nemours and Company—50 shares common stock—Par \$20	\$ 9,449.25
7,744.88	Eastman Kodak Company—50 shares common stock	7,744.88
8,390.62	General Motors Corporation—150 shares common stock	8,390.62
8,776.69	International Harvester Company—150 shares common stock—no par	8,776.69
5,729.95	Kennecott Copper—150 shares common stock	5,729.95
5,483.84	Liggett and Meyers Tobacco Company—50 shares common stock	5,483.84
8,747.48	Sears-Roebuck and Company—100 shares common stock—no par	8,747.48
2,399.28	Texas Corporation, The—50 shares capital stock—Par \$25	2,399.28
8,472.01	Union Carbide and Carbon Corporation—100 shares common stock	8,472.01

SALES

Bonds
Service Enterprises

Amount	Security	Maturity	Amount Paid	Amount Received
3,000.00	Union County, North Carolina 5¼% sold to Student Organizations Minnesota Daily, at 110 plus interest to 3-30-40	7-1-43	\$3,065.71	\$ 3,000.00

MATURITIES

Bonds

Mayo Foundation

Amount	Security	Maturity	Amount Paid	Amount Received
\$ 2,000.00	Lakefield, Minnesota 2½% Refunding	5-1-40	\$2,000.00	\$ 2,000.00
9,000.00	Wadena County, Minne- sota Road 5%	4-1-40	9,451.85	9,000.00

Leroy Cady Memorial

103.13	Elizabeth City, North Carolina 3%—¾ in- terest on bond No. 201	5-1-40	103.13	103.13
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Charles F. Dight Estate Fund

1,000.00	Hathaway School Dis- trict No. 22 Benson County, North Dakota, 6% Funding	1-1-37	Gift	1,000.00
2,000.00	Humboldt, Town of, South Dakota Water Works 5%	1-1-40	Gift	2,000.00

Minnesota State Organization for Public Health Nursing

34.37	Elizabeth City, North Carolina 3%—¼ in- terest on bond No. 201	5-1-40	34.37	34.37
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J. E. Moore Fund

2,000.00	Dodge County, Wiscon- sin 5% Series "A" Highway Improvement	4-1-40	Gift	2,000.00
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Senate Committee on Intercollegiate Athletics—Endowment

5,000.00	Southern Pacific Rail- way 4½% Equipment	5-1-40	\$5,393.53	\$ 5,000.00
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Senate Committee on Intercollegiate Athletics—Temporary

5,000.00	Baltimore and Ohio Railway Company Equipment 4½%	5-1-40	5,372.99	5,000.00
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Staff Endowment

300.00	Cuyahoga County, Ohio Cedar Road No. 4 4½% Improvement Loan	4-1-40	Gift	300.00
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CALLED

Mayo Foundation

Amount	Security	Maturity	Amount Paid	Amount Received
\$ 5,000.00	Chicago Union Station Series "D" 4% Called as of 7-1-40 at 105 with interest to 7-1-40.....	7-1-63	\$5,050.00	\$ 5,250.00

Charles F. Dight Estate Fund

1,000.00	Oakes, City of, Dickey County, North Dakota 5% Refunding called as of 1-1-40.....	1-1-56	Gift	1,000.00
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Group Investments

5,000.00	Consumer Power Company 3¾% called as of 5-1-40	5-1-65	5,000.00	5,225.00
1,000.00	Montana Dakota Utilities Company First Mortgage Sinking Fund 4½%	5-1-54	1,000.00	1,000.00

CERTIFICATES OF DEPOSIT

Senate Committee on Intercollegiate Athletics—Temporary

Amount	Security	Interest	Maturity
5,000.00	American National Bank, St. Paul	1½%	10-9-40
5,000.00	First National Bank and Trust Company, Minneapolis	½ of 1%	9-28-40
5,000.00	University State Bank, Minneapolis	1½%	10-19-40

Voted to approve increase in the Minnesota State Pharmaceutical Association Fellowships from two fellowships at \$250 each to two at \$375 each for 1940-41.

Voted to approve increase in the Northwest Section, American Society of Civil Engineers Prizes, from two annual prizes of \$28 and \$18 to three annual prizes of \$28, \$18, and \$8.

Voted to accept with thanks the following gift:

Donor	Minnesota Medical Foundation
Amount	\$3,500
Fund	Minnesota Medical Foundation—Serum Laboratory
Purpose	For the support of the Human Serum Center, John Dwan Fund in accordance with correspondence filed supplement to the minutes, page 1693.

Voted to accept with thanks the following gift:

Donor Law Alumni Association
Amount \$3,500
Fund Law Alumni Loan Fund

Voted to accept with thanks the following gift:

Donor American Society of Heating and Ventilating Engineers
Amount \$600
Fund American Society of Heating and Ventilating Engineers Research

Voted to accept with thanks the following gift:

Donor National Tuberculosis Association
Amount \$500
Fund National Tuberculosis Association Research
Purpose For a study of the acidfast actinomycetes in relation to tuberculosis, under the direction of Dr. Arthur T. Henrici, in accordance with correspondence filed supplement to the minutes, page 1694.

Voted to accept with thanks the following gift:

Donor Central Fibre Corporation
Amount \$500
Fund Central Fibre Corporation Research
Purpose For continuation of researches on flax, in accordance with memorandum of agreement, filed supplement to the minutes, page 1695.

Voted to accept with thanks the following gift:

Donor American Philosophical Society
Amount \$500
Fund American Philosophical Society Research in Astronomy
Purpose For support of researches on colors of stars of large proper motions in the southern hemisphere, under the direction of Professor Willem J. Luyten in accordance with correspondence filed supplement to the minutes, page 1696.

Voted to accept with thanks the following gift:

Donor Group Silo Manufacturers
Amount \$337.50
Fund National Association of Silo Manufacturers Research

Voted to accept with thanks the following gift:

Donor School of Nursing Alumnae Association
Amount \$266
Fund Endowment Fund of the School of Nursing

Voted to accept with thanks the following gift:

Donor Law Alumni Association
Amount \$200
Fund Law Faculty Scholarship and Loan Fund

Voted to accept with thanks the following gift:

Donor Minnesota Home Economics Association
Amount \$100
Fund Minnesota Home Economics Association Freshman
Scholarship for 1939-40

Voted to accept with thanks the following gift:

Donors \$50.00 Mr. Elvon Musick
and 10.00 Mr. J. D. Dole
Amounts 10.00 Dr. A. G. Ruggles
5.00 Mr. Kenneth M. King
3.50 Dr. H. K. Wilson
Fund Chapman Memorial Fund for Research in Entomology

Voted to accept with thanks the following gift:

Donor Minnesota Society of Obstetrics and Gynecology—
Lecture
Amount \$50
Fund Robert Meyer Clinical Associate Professorship Fund

Voted to accept with thanks the following gift:

Donor The Orbs Society
Amount \$30
Fund William A. O'Brien Loan Fund

Voted to accept with thanks the following gift:

Donor Mr. J. E. Wodsedalek
Amount \$25
Fund Charles Peter Sigerfoos Fellowship Fund in Zoology

Voted to accept with thanks the following gift:

Donors \$10 Dr. W. L. Burnap
and 5 Mr. Norman D. McLeod
Amounts
Fund Wilbur C. Hadden Memorial Fund

Voted to accept with thanks gift of a bronze portrait plaque of Dean Emeritus Frederick J. Wulling, from the Minnesota State Pharmaceutical Association, College of Pharmacy alumni, and others.

Voted to accept gift of magazines from the Minneapolis Institute of Arts to the University Art Gallery.

Voted to accept with thanks gift of the August 6, 1697 issue of *The London Gazette* from Reginald Coggeshall to the Department of Journalism.

Voted to accept with thanks the following gifts for the Law Library:

295 volumes from the Library of the late James Paige
156 volumes from Paul J. Thompson, Minneapolis
257 volumes from George W. Strong, Minneapolis

Voted to accept with thanks gift of one finned direct expansion cooling coil from McQuay, Inc., to the Department of Chemical Engineering.

Voted to approve the report of the Comptroller to the Chairman of the Executive and Finance Committee, filed supplement to the minutes, page 1697.

Voted to approve transfers of funds No. 894 to No. 1021.

Voted to approve journal vouchers No. 11501 to No. 12790.

Voted to approve requisitions No. 29761 to No. 31923, \$703,541.19.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

**UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
SPECIAL COMMITTEE
MINUTES**

May 10, 1940

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Friday, May 10, 1940 in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at three o'clock.

Present: Regent Wood, presiding; Regents Bell, Lawson, and Snyder, and Mr. Ford.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by President Guy Stanton Ford, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, T. L. O'Hearn, Special Attorney, and W. T. Middlebrook, Comptroller, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution rescinding the award of a contract to Joesting and Schilling Company for the items included in bid L-3 and awarding the contract for bid item L-3 to George Sommers and Company and rescinding the award of a contract to Branham, Mareck and Duepner, Incorporated for the item included in bid F-3 and awarding a contract for bid item F-3 to H. A. Rogers Company in connection with the Coffman Memorial Union Building, Docket No. Minnesota 1358-F

WHEREAS, on March 12, 1940 the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota, hereinafter called the "Owners," recommended to the Regional Director of the Public Works Administration that

contract awards for equipment for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, be made as follows:

The Joesting and Schilling Company	
379 Sibley Street	
St. Paul, Minnesota	
Bid L-3, Chinaware	296.00
Bid O-2, Glassware	109.50
Branham, Mareck and Duepner, Incorporated	
12 East Grant Street	
Minneapolis, Minnesota	
Bid F-3, Accessories	\$666.50

which awards were approved by the Regional Director by Contract Memorandum No. 24 dated March 19, 1940 on the basis of bids received on February 28, 1940, and

WHEREAS, by virtue of a resolution adopted by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota on March 21, 1940, the Owners did formally award contracts as noted in the preceding paragraph, and

WHEREAS, in a letter dated March 30, 1940, the Joesting and Schilling Company acknowledged receipt of the contract covering bid items L-3 and O-2 for execution and asked to be released from their bid L-3 in the amount of \$296 for the reason that an error was made in submitting the proposal covering this item, but agreed to accept a contract covering bid item O-2 in the amount of \$109.50, and

WHEREAS, the contract covering bid item L-3 was then offered to and was accepted by George Sommers and Company, second low bidder, in the amount of \$299.50, and

WHEREAS, the Joesting and Schilling Company did pay to the Regents of the University of Minnesota for deposit to the construction account for this project the sum of \$3.50 as being the difference between the amount of the defaulted low bid and the amount for which contract was awarded, and

WHEREAS, in a letter dated April 12, 1940 Branham, Mareck and Duepner, Incorporated acknowledged receipt of the contract covering bid F-3 and asked to be released from their bid F-3 in the amount of \$666.50 for the reason that an error was made in submitting the proposal covering this item, and

WHEREAS, Branham, Mareck and Duepner, Incorporated did at the same time make payment by check to the Regents of the University of Minnesota for deposit to the construction account the sum of \$33.33 representing five per cent of the bid sum of \$666.50, same being the penalty exacted by the specifications for failure to enter into a contract, and

WHEREAS, the contract covering bid item F-3 was offered to and accepted by the H. A. Rogers Company, second low bidder, bid being in the amount of \$904.60.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That the action of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota as set forth in the formal resolution dated March 21, 1940 awarding contracts to Joesting and Schilling Company and Branham, Mareck and Duepner, Incorporated be rescinded as to the following items:

Joesting and Schilling Company—Bid L-3, Chinaware	\$296.00
Branham, Mareck and Duepner, Incorporated—Bid F-3, Accessories	666.50

said resolution to remain otherwise in full force and effect.

2. That contracts covering bid items L-3 and F-3 be awarded as follows:

George Sommers and Company Sixth and Wacouta Streets St. Paul, Minnesota Bid L-3, Chinaware, second low bid	\$299.50
H. A. Rogers Company 911 Marquette Avenue Minneapolis, Minnesota Bid F-3, Accessories, second low bid	\$904.60

3. *Provided* that actions as proposed in this resolution shall be contingent upon Public Works Administration approval.

Provided, further, that the awards as set forth in this resolution shall be effective as of the date of written notice to the contractors from the Comptroller and Secretary of the Board of Regents, or the Assistant Comptroller and the Assistant Secretary of the Board of Regents.

The following members voted in favor of the adoption of the above said resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary



UNIVERSITY OF MINNESOTA
SPECIAL COMMITTEE
MINUTES

May 13, 1940

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Monday, May 13, 1940 in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at two o'clock.

Present: Regent Wood, presiding; Regents Bell, Lawson, and Snyder, and President Ford.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of C. H. Johnston, Architect, Architects, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, Johns H. Hopkins, Designer, and W. T. Middlebrook, Comptroller, to approve contract change order D-3 affecting the contract of the Steenberg Construction Company, general contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order D-3 affecting the contract of the Steenberg Construction Company, general contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Steenberg Construction Company, general contractor, has submitted proposals covering a net addition of \$8,603.99 to the contract sum of \$884,400 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Steenberg Construction Company dated as of July 20, 1939, the net addition being computed as follows:

Items Involving No Change in Contract Price

1. Change Rooms 323 and 324. Architect's letters to Contractor October 11, 1939 and to Owner November 9, 1939, marked (B), Architect's drawing No. 145. Contractor's quotation October 19, 1939.....
2. Change hardware. Architect's letters September 29 and October 18, 1939 to Contractor and November 9, 1939, marked (B), to Owner. Contractor's quotation October 19, 1939.....
3. Change specifications on garage floor concrete and reinforcing. Architect's letters October 19, 1939 to Contractor and October 26, 1939 to Owner. Contractor's quotation October 25, 1939.....
4. Change bronze hardware in Room 410 to alumilited aluminum finish. Architect's letters to Contractor November 2, 1939 and to Owner November 27, 1939 and Contractor's quotation November 24, 1939, marked (D).....
5. Move face of west wall (from south wall to one foot north of column 253) one inch out from present position. Architect's letters to Contractor November 14 and to Owners November 29 (Letter A) and Contractor's quotation November 27, 1939.....
6. Change all ornamental metal in lounge No. 122 to bronze. Architect's letters to Owners December 9, 1939 and to Contractor October 26, 1939. Contractor's proposal December 7, 1939.....

Extra Items

1. Add dampproofing and 1½" furring tile. Architect's letters to Contractor September 7, 1939 and to Owners September 29, 1939. Contractor's quotation September 23, 1939..... \$ 84.03
2. Construct janitor's closet in unfinished space No. 35. Architect's letters to Contractor..... 308.75
3. Change dead space in first floor near columns 162-163-185 into finished janitor's closet to be known as 114A..... 329.25
4. Provide a sliding door and frame in the ground floor plaster opening 47C..... 111.75
5. Construct a dumbwaiter machine room in basement Extra items 2, 3, 4, and 5 covered in letters from the Architect to Contractor October 2, 1939 and to the Owners November 9, 1939, marked (A). Architect's drawing No. 132. Contractor's quotation October 19, 1939)..... 40.00
6. Change air intake louvers from painted galvanized iron to copper. Architect's letters to Contractor October 4, 1939 and to Owners November 9, 1939, marked (B). Contractor's quotation October 19, 1939..... 992.85

7. Install membrane dampproofing on Botany Building face stone. Architect's letters to Contractor October 4, 1939 and to Owners November 9, 1939, marked (B). Contractor's quotation October 19, 1939.....	30.00
8. Install sheet metal base flashings. Architect's letters to Contractor November 9, 1939 and to Owners November 25, 1939. Contractor's quotation November 25, 1939.....	457.00
9. Install rubber tile floor in lieu of wood block floor as specified. Quiet Rooms 504 and 508.....	220.00
10. Substitute wallpaper for paint as specified in Rooms 15 and 23. (Items 9 and 10 covered in Architect's letters to Contractor November 10, 1939 and Owner November 28, 1939 and Contractor's quotations (4) dated November 25, 1939.....	309.50
11. Change fountain and tray counter tops from marble to Caf-o-lite with metal edges. Architect's letters to Contractor October 19, 1939 and to Owner November 27, 1939 and Contractor's quotation November 24, 1939, marked (C).....	77.00
12. Install shelving and hanger poles in Closet 409.....	71.50
13. Install glazed doors and glass shelves in barber shop	51.30
14. Install shelf, umbrella racks, rubber storage, linowall, et cetera, in Wardrobe Room 407. See Architect's Drawing No. 169 (Items 12, 13, and 14 are covered by Architect's letters to Contractor November 2, 1939 and to Owner November 27, 1939 and Contractor's quotation November 24, 1939, marked (B)..... See Architect's letter of November 29, 1939 (marked A), Architect's letter to the Contractor dated November 14, 1939, and Contractor's quotation dated November 27, 1939 (marked A) for data in support of extra items Nos. 15 to 29, inclusive.	182.75
15. Revise layout of Room 66 in accordance with Architect's drawing No. 185.....	12.80
16. Revise first floor service kitchen No. 120 in accordance with Architect's drawing No. 185.....	60.55
17. Revise janitor's closet No. 340 in accordance with Architect's drawing No. 185.....	42.44
18. Install four-foot glazed tile wainscoting on walls and free standing columns in lieu of painted plaster in dish-washing room B30.....	982.00
19. Move the north wall to the south face of column 252 in basement room B34.....	26.73
20. Revise Office B10 in basement in accordance with Architect's drawing No. 192. In addition to data listed ahead of extra item No. 15 in support of items 15 to 29 see Architect's letter of November 29, 1939 (marked B) to the Owners, Architect's letter of November 21, 1939 to the Contractor and Contractor's quotation of November 27, 1939 (marked B).....	189.29

21. Change dimensions of ground floor kitchen No. 51.....	17.25
22. Change dimensions of vegetable preparation room No. 53	21.75
23. Change furring around column 130 in Room 47.....	15.50
24. Install double doors and frame between columns 184 and 202 in service room No. 46.....	184.80
25. Provide recesses for two cash registers in counter grillroom No. 64	28.75
26. Change location of fire extinguisher in Room 123 and install pass window with hollow metal frame and hardware	47.50
27. Continue furring on east side of column 156 approximately three feet of north face of column in kitchen 339	5.70
28. Change dimensions in kitchen 412 and omit the recess near column 131 in this room and continue tile wall from pass window to column 131.....	8.00
29. Omit level aluminum rails in cafeteria 61 in front of steam table and provide leather-covered chains to hook between posts	102.35
30. Rearrange post office and ground floor in accordance with Architect's drawing No. 146, Architect's letter of November 29, 1939 (marked C) to the Owners, Architect's letter of October 19, 1939 to the Contractor, and Contractor's quotation November 27, 1939 (marked C)	977.44
31. Change glazed metal doors to leather-covered wood and change wall treatment in ballroom lobby in accordance with Architect's drawing No. 170, Architect's letter of November 29, 1939 (marked E) to the Owners, Architect's letter of November 3, 1939 to the Contractor, and Contractor's quotation of November 28, 1939	163.50
32. Rearrangement of counters and backbars in wall between foyer and billiard room on first floor. Architect's letters to Owners December 16, 1939 and to Contractor December 7, 1939. Contractor's proposal December 14, 1939, Drawing No. 205.....	361.78
33. Install wood casing on one (1) window in Room 315. Architect's letter to Owners December 15, 1939 and Contractor December 7, 1939. Contractor's proposal December 14, 1939, Drawing No. 206.....	25.30
34. Install door to space under projection booth for motor generator room. Architect's letters to Owners December 15, 1939 and to Contractor December 7, 1939. Contractor's proposal December 14, 1939.....	84.99
35. Add two pairs of doors on fifth floor between stair halls and billiard and game rooms. Architect's letters to Owners December 15, 1939 and to Contractor December 7, 1939. Contractor's proposal December 14, 1939. Drawing No. 208.....	447.35

36. Install hollow metal frame for motion picture sound screen in screen recess on ballroom stage. Architect's letters to Owners December 15, 1939 and to Contractor December 7, 1939. Contractor's proposal December 14, 1939. Drawing No. 208.....	182.25
37. Change style of bulletin boards in first floor corridor Room 102. Architect's letters to Owners December 19, 1939 and to Contractor November 25, 1939. Contractor's quotation December 18, 1939.....	255.30
38. Include fabric covering for Modernfold doors. This fabric to have been furnished to General Contractor in accordance with specifications. Architect's letters to Owners December 20, 1939 and to Contractor December 1, 1939. Contractor's quotation December 18, 1939. Subcontractor's quotation December 18, 1939.....	817.15
39. Change glassblock panels between Lounge 506 and Stair Halls 502 and 509 to tile and plaster with Flexwood covering. Architect's letters to Owners December 19, 1939 and to Contractor December 16, 1939. Contractor's quotation December 18, 1939.....	111.51
40. Make necessary changes in stage end of ballroom to provide for the installation of an electric organ. Architect's letters to the Owners December 27, 1939 and to the Contractor October 26 and December 18, 1939. Contractor's quotation December 18, 1939. Drawing No. 154, 155, and 213.....	1,129.78
Total extra items	\$9,567.44

Credit Items

1. Include furnishing and placing of hardware for metal-clad transformer vault and tunnel doors in door contract. Hardware originally included in hardware contract. Installation in door contract. Architect's letters to Contractor September 9, 1939 and to Owners September 29, 1939. Contractor's quotation September 26, 1939	\$ 49.00
2. Omit gate and counter on fourth floor between spaces 402 and 403. Architect's letters to Contractor November 22, 1939 and to Owners November 28, 1939 and Contractor's quotation November 24, 1939, marked (E).....	125.00
3. Omit east wall, door No. 52, and pass window (Rooms 51 and 52) Architect's letters to Contractor November 14, 1939 and to Owners November 29, 1939 (Letter A) and Contractor's quotation November 27, 1939.....	252.00
4. Omit cashier's booth near column 151 on first floor (same supporting data as Item 3 above)	115.00

5. Change design of Room 14 (same supporting data as Item 3 above).....	154.50
6. Omit booth in south end of Room 126 (same supporting data as Item 3 above).....	101.00
7. Change grilles in accordance with Architect's letters of October 26 to Contractor and November 29, 1939 to Owners, Architect's drawings 136, 137, 139, 148, 151, 152, and Contractor's quotation November 24, 1939.....	45.00
8. Omit marble backing behind mirrors. Architect's letters to Owners December 16, 1939 and to Contractor December 13, 1939. Contractor's proposal December 14, 1939. Drawing No. 211	104.65
9. Omit Venetian blind pockets windows 413 to 417 inclusive, Architect's letters December 15, 1939 to Owners and December 7, 1939 to Contractor. Contractor's proposal December 14, 1939	17.30
Total credit items	963.45
Net addition	\$8,603.99

and

WHEREAS, sufficient monies to pay all costs occasioned by these changes are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by C. H. Johnston, Architect, Architects, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, Johns H. Hopkins, Designer, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order D-3 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposals of the Steenberg Construction Company, general contractor, to make the changes occasioned by change order D-3 as a net addition of \$8,603.99 to the contract sum of \$884,400 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Steenberg Construction Company dated as of July 20, 1939 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution :

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of G. Ray Higgins, Union Manager, W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, to approve contract change order N-1 affecting the contract of the Schaaf Manufacturing Company, bowling alley contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order N-1 affecting the contract of the Schaaf Manufacturing Company, bowling alley contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Schaaf Manufacturing Company has submitted a proposal as an addition of \$340 to the contract sum of \$19,993 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Schaaf Manufacturing Company dated as of January 12, 1940, the addition being computed as follows:

One electric bowling alley polishing machine.....	\$175.00
One electric pin trimming and polishing machine.....	55.00
Two electric automatic bowling ball polishing machines.....	110.00
Total extras	<u>\$340.00</u>

and

WHEREAS, sufficient monies to pay all costs occasioned by this change are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by G. Ray Higgins, Union Manager, W. F. Holman, Supervising Engineer,

Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order N-1 and the change occasioned thereby be, and the same hereby are, approved.

2. That the proposal of the Schaaf Manufacturing Company, bowling alley contractor, to furnish the additional equipment called for by change order N-1 as an addition of \$340 to the contract sum of \$19,993 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Schaaf Manufacturing Company dated as of January 12, 1940 be, and the same hereby is, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Child Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller, to approve contract change order H-1 affecting the contract of the Standard Conveyor Company, conveyor contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order H-1 affecting the contract of the Standard Conveyor Company, conveyor contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Standard Conveyor Company, conveyor contractor, has submitted proposals covering a net addition of \$1,357.17 to the contract sum of \$12,757 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Standard Conveyor Company dated as of July 20, 1939, the addition being computed as follows:

Extra Items

1. Terminate conveyor section A-1 in the approximate level at the bottom of section A-2 supporting the structural tower from the ground floor slab and omitting the concrete foundation and structural supports specified	\$ 87.97
2. Extend the enclosure now specified for conveyor section A-2 and the west end of section A-3 to include the entire length of section A-3 and section A-4 in the switchboard room. This enclosure to include two sides and bottom as originally specified for section A-2 and west end of A-3.....	680.80
3. Omit the three steel counterweighted doors and stainless steel-covered frames specified for openings to ascending section of conveyor B-1 on ground floor south, and conveyors C-1 and D-1 on ground floor. Install counterweighted steel doors as originally specified for all other openings	320.85
4. Change the material at the top and rim of conveyor section B-2 from galvanized steel to 16-gauge No. 4 finish stainless steel and change the material of the top and rim of conveyor sections A-5, C-2, and D-4 to 16-gauge No. 4 finish stainless steel sections of conveyors A-5, C-2, and D-4 to include the sections inside the dishwashing room and to extend 12" east of the inside face of the wall through which they operate	652.05
Total extras	\$1,741.67

Credit Item

1. Omit conveyor section E complete including structure, belt, motor, drive, wiring, and conduit.....	384.50
Net extras	\$1,357.17

(Data supporting the above extras and credit contained in Architect's letter to the Owners dated March 19, 1940, Engineer's letter to the Contractor dated November 28, 1939, Contractor's quotation dated March 7, 1940, Contractor's drawings K1700 dated May 7, 1940, D16057 revised February 28, 1940, D17119 dated October 18, 1939, D17132 dated December 5, 1939, and D17147 dated April 30, 1940.)

and

WHEREAS, sufficient monies to pay all costs occasioned by these changes are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order H-1 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposals of the Standard Conveyor Company, conveyor contractor, to make the changes occasioned by change order H-1 as a net addition of \$1,357.17 to the contract sum of \$12,757 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Standard Conveyor Company dated as of July 20, 1939 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer and W. T. Middlebrook, Comptroller, to approve contract change order E-3 affecting the contract of the Healy Plumbing and Heating Company, heating, ventilating, and plumbing contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works

Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order E-3 affecting the contract of the Healy Plumbing and Heating Company, heating, ventilating, and plumbing contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Healy Plumbing and Heating Company, heating, ventilating, and plumbing contractor, has submitted proposals covering a net addition of \$1,562.23 to the contract sum of \$180,000 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Healy Plumbing and Heating Company dated as of July 20, 1939, the net addition being computed as follows:

Extra Items

- | | |
|---|-----------|
| 1. Rearrange two drinking water coolers in Room 46 (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor November 1, 1939, Contractor's quotation November 29, 1939)..... | \$ 126.42 |
| 2. Omit three size-25 type-CVH anemostats and install five No. NL25 anemostats (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor December 6, 1939, Contractor's quotation February 14, 1940) | 251.18 |
| 3. Install additional miscellaneous valves (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor December 6, 1939, Contractor's quotation February 14, 1940)..... | 156.62 |
| 4. Cover drinking fountain waste lines with hair felt covering to protect the ceilings below from condensation drip (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor, December 20, 1939, Contractor's quotation February 14, 1940) | 19.01 |
| 5. Insulate hanger rods passing through cold air duct over lunchroom ceiling to prevent frosting of portions of the rods which are outside of duct (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor February 10, 1940, Contractor's quotation February 14, 1940)..... | 55.20 |
| 6. Change size of convactor in stairs D and E and change radiator in Room 63 to convactor (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor January 11, 1940, Contractor's quotation February 14, 1940)..... | 62.48 |

7. Install three high-pressure steam boosters to raise temperature of water for three dishwashers (Architect's letter to the Owners March 23, 1940, Engineer's letter to the Contractor March 19, 1940, Contractor's quotation March 21, 1940)	224.81
8. Rearrange steam and return piping in Room B34 (Architect's letter to the Owners April 3, 1940, Engineer's letter to the Contractor February 7, 1940, Engineer's drawing No. 4051-6A dated February 5, 1940, Contractor's quotation April 1, 1940).....	49.57
9. Build 18" galvanized iron enclosure around exposed dish conveyor machinery in dishwashing room (Architect's letter to the Owners April 3, 1940, Engineer's letter to the Contractor March 28, 1940, Contractor's quotation April 1, 1940).....	201.25
10. Change individual soap dispensers to valve-type dispensers connected by pipes to soap storage tanks for various lavatories (Architect's letter to the Owners April 3, 1940, Engineer's letter to the Contractor March 27, 1940, Contractor's quotation March 29, 1940)	254.99
11. Install an automatic acting fire damper in the exhaust duct which leads from the garage through the main building as directed by the Fire Underwriters Inspection Bureau (Architect's letter to the Owners May 13, 1940, Engineer's letter to the Contractor May 6, 1940, Engineer's drawing No. 4051-11A dated May 6, 1940, Contractor's quotation May 11, 1940).....	227.70
Total extras	\$1,629.23

Credit Item

1. Change steam flow meters from recording and integrating type to indicating and integrating type meters (Architect's letter to the Owners February 22, 1940, Engineer's letter to the Contractor July 24, 1939, Contractor's quotation February 9, 1940).....	67.00
Net extras	\$1,562.23

and

WHEREAS, sufficient monies to pay all costs occasioned by these changes are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order E-3 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposal of the Healy Plumbing and Heating Company, heating, ventilating, and plumbing contractor, to make the changes occasioned by change order E-3 as a net addition of \$1,562.23 to the contract sum of \$180,000 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Healy Plumbing and Heating Company dated as of July 20, 1939 be, and the same hereby is, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller, to approve contract change order F-3 affecting the contract of the Kvalsten Electric Company, electrical contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order F-3 affecting the contract of the Kvalsten Electric Company, electrical contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Kvalsten Electric Company, electrical contractor, has submitted proposals covering an addition of \$966.83 to the contract sum of \$87,150 as stated in the contract entered into

by and between the Regents of the University of Minnesota and the Kvalsten Electric Company dated as of July 20, 1939, the addition being computed as follows:

Extra Items

1. For installing four power outlets located as directed in the bowling alley room (Architect's letter to the Owners March 18, 1940, Engineer's letter to the Contractor February 20, 1940, Contractor's quotation February 23, 1940)	\$135.08
2. Change lighting fixtures in various spaces from basement through the fifth floor (Architect's letters to the Owners March 18, April 15, and April 15, 1940, Engineer's letter to the Contractor February 20, 1940, Contractor's quotation February 29, 1940)	41.73
3. Make changes in directional signs in the garage (Architect's letters to the Owners March 18 and April 15, 1940, Engineer's letter to the Contractor February 20, 1940, Contractor's quotation February 29, 1940)	186.07
4. Furnish and install two outside lighting fixtures at the rear stairs leading from grade to first floor court and two outside lighting fixtures at each drive in entrance to the garage (Architect's letter to the Owners April 15, 1940, Engineer's letter to the Contractor March 30, 1940, Architect's drawing No. 235, Contractor's quotation April 9, 1940)	417.57
5. Change the white metal finish as originally selected for the main lounge No. 122 to bronze (Architect's letter to the Owners April 15, 1940, Engineer's letter to the Contractor April 9, 1940, Contractor's quotation April 9, 1940)	48.30
6. Install switching in garage basement and install spare neutral in the rear driveway street conduit to provide for operation of additional street lights to be installed in the future from the switching system that will serve the street lights under the present contract (Architect's letter to the Owners April 25, 1940, Engineer's letter to the Contractor April 16, 1940, Contractor's quotation April 18, 1940)	82.88
7. Make electrical changes required in present rooms 42, 43, 44, and 44A by reason of rearrangement of the partitions, doors, et cetera in this area (Architect's letter to the Owners May 11, 1940, Engineer's letter to the Contractor May 6, 1940, Engineer's drawing No. 4051-12A, Contractor's quotation May 8, 1940)	55.20
Total extras	\$966.83

and

WHEREAS, sufficient monies to pay all costs occasioned by these

changes are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order F-3 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposals of the Kvalsten Electric Company, electrical contractor, to make the changes occasioned by change order F-3 as an addition of \$966.83 to the contract sum of \$87,150 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Kvalsten Electric Company dated as of July 20, 1939 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of C. H. Johnston, Architect, Architects, Professor Roy Childs Jones, University Advisory Architect, Johns H. Hopkins, Designer, and W. T. Middlebrook, Comptroller, to approve contract change order D-5 affecting the contract of the Steenberg Construction Company, general contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order D-5 affecting the contract of the Steenberg Construction Company, general contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Steenberg Construction Company, general contractor, has submitted proposals covering a net addition of \$5,925.21 to the contract sum of \$884,400 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Steenberg Construction Company dated as of July 20, 1939, the net addition being computed as follows:

Extra Items

- | | |
|---|-----------|
| 1. Change doors and frames in conveyors B1 and A1 (Architect's letter to the Owners November 29, 1939, Contractor's quotation November 28, 1939, Architect's letter to the Contractors November 10, 1939, Architect's drawings 164 and 165)..... | \$ 132.50 |
| 2. Construct curbing, cement platforms, and quarry tile and marble bases to support kitchen equipment being furnished by the University under other contracts (Architect's letters to the Owners December 20, 1939 and March 21, 1940, Architect's letter to the Contractor December 8, 1939, Contractor's quotation December 15, 1939) | 1,769.01 |
| 3. Install sheet metal vent from top of sixth floor rubbish chute out through the roof to serve as smoke outlet in event of fire in rubbish chute (Architect's letter to the Owners March 14, 1940, Architect's letter to the Contractor March 7, 1940, Contractor's quotation March 12, 1940) | 87.40 |
| 4. Lower ceilings of accordion doors between ballroom and ballroom annex to provide space for installation of overhead ventilating duct (Architect's letter to the Owners March 21 and March 22, 1940, Architect's letter to the Contractor December 9, 1939, Contractor's quotation March 18, 1940)..... | 97.26 |
| 5. Pack loose rockwool in all open spaces contained within the steel channel members of the window construction in northeast and northwest stair halls to eliminate frosting and condensation in cold weather (Architect's letter to the Owners March 21, 1940, Architect's letter to the Contractor February 15, 1940, Contractor's quotation March 18, 1940)..... | 103.03 |
| 6. Reset wood door bucks and remove and relocate portion of tile partition already constructed on fourth floor at top of northeast and northwest stairs to eliminate points of traffic congestion (Architect's letter to the Contractor February 16, 1940, Architect's letter to the Owners March 21, 1940, Contractor's quotation March 18, 1940) | 23.86 |

7. Add to concrete steps, constructed for installation of spectator's benches, to accommodate the installation of opera chairs purchased by Owners in lieu of benches at the rear of bowling alley room (Architect's letter to the Owners March 27, 1940, Architect's letter to the Contractor March 12, 1940, Contractor's quotation March 18, 1940).....	73.63
8. Install obscure glass with airtight backing in 72 20" deep recesses formed by small windows in stairs C and F to provide double glazing for the elimination of frosting and condensation and to eliminate the recesses which would collect dust and refuse (Architect's letter to the Owners March 23, 1940, Architect's letter to the Contractor March 16, 1940, Architect's drawing No. 233 dated March 14, 1940, Contractor's quotation March 22, 1940).....	368.00
9. Install a marble floor area 3' x 4' 6" under drinking fountain in ballroom foyer, marble surface to be 1/8" above present wood floor to prevent water damage to wood floor (Architect's letter to the Owners April 2, 1940, Architect's letter to the Contractor March 25, 1940, Contractor's quotation March 29, 1940).....	64.40
10. Clip out the perforated grilles in 52 14-gauge window stools over radiator convectors, which construction prevents access for cleaning out radiator recesses, and install over this opening removable grilles attached with screws (Architect's letter to the Owners April 10, 1940, Architect's letter to the Contractor February 16, 1940, Contractor's quotation March 27, 1940).....	278.67
11. Install roller-bearing standing hinges 5' long and four pairs of roller-bearing floating fold hinges 9' 6" long on the car entry and exit doors of the garage, which hinges were not included in any of the contracts for this project (Architect's letter to the Owners April 6, 1940, Architect's letter to the Owners April 6, 1940, Architect's letter to the Owners April 6, 1940, Architect's letter to the Contractor April 2, 1940, Contractor's quotation April 5, 1940).....	424.35
12. Install Class A Underwriters labeled roller curtain fire doors over double entrance doors 1B and 32B from garage to Union and Class A Underwriters labeled tinclad sliding fire doors for openings 7, 9, and 12 from the garage to the Union Building as requested by the Fire Underwriters Inspection Bureau to avoid garage insurance rate on the Union structure proper (Architect's letter to the Owners May 7, 1940, Architect's letter to the Contractor May 1, 1940, Contractor's quotation May 7, 1940).....	822.25

13. Install a 4" cement surface to concrete floor over area of 3000 feet in the northwest corner of basement to provide additional needed storage space (Architect's letter to the Owners May 7, 1940, Architect's letter to the Contractor May 3, 1940, Contractor's quotation May 7, 1940)	672.75
14. Remove partition forming west end of present building storage room in basement and install 1800 sq. ft. of additional 4" cement finished concrete floor as indicated on Architect's drawing No. 238 to provide additional needed storage space for ballroom chairs, tables, platforms, chair trucks, et cetera (Architect's letter to Owners May 7, 1940, Architect's letter to the Contractor May 3, 1940, Contractor's quotation May 7, 1940)	431.12
15. Make changes in arrangement of partitions and doorways and install additional doors in area of rooms 42, 44, and 44A at southeast corner of ballroom to provide a passageway from ballroom by way of the ramp to basement storage areas (Architect's letter to the Owners May 7, 1940, Architect's letter to the Contractor May 3, 1940, Architect's drawing No. 239, Contractor's quotation May 7, 1940)	649.61
16. Install two 2' 6" high by 4' 0" long mirrors on back wall of barber shop (Architect's letter to the Owners May 10, 1940, Architect's letter to the Contractor April 30, 1940, Contractor's quotation May 10, 1940)	41.22
17. Install two aluminum covers over white stone sills at the bottom of copper louvers in the south wall facing the inner court to prevent absorption by the stone of copper salts solution which drains from the copper louvers in moist weather (Architect's letter to the Owners May 10, 1940, Architect's letter to the Contractor April 16, 1940, Architect's drawing No. 237, Contractor's quotation May 7, 1940)	23.00
Total extras	\$6,062.06

Credit Item

1. In Room 410 substitute glass cloth paper for the Harewood Flexwood now specified for the reason that no satisfactory Harewood veneers are available (Architect's letter to the Owners March 14, 1940, Architect's letter to the Contractor March 8, 1940, Contractor's quotation March 12, 1940)	136.85
and Net extra	\$5,925.21

WHEREAS, sufficient monies to pay all costs occasioned by these changes are in the construction account for the Coffman Memorial Union Project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by C. H. Johnston, Architect, Architects, Professor Roy Childs Jones, University Advisory Architect, Johns H. Hopkins, Designer, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order D-5 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposals of the Steenberg Construction Company, general contractor, to make the changes occasioned by change order D-5 as a net addition of \$5,925.21 to the contract sum of \$884,400 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Steenberg Construction Company dated as of July 20, 1939 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, to approve contract change order EE-1 affecting the contract of the Brunswick-Balke-Collender Company, soda fountain contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order EE-1 affecting the contract of the Brunswick-Balke-Collender Company, soda fountain contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the Brunswick-Balke-Collender Company, soda fountain contractor, has submitted proposals aggregating an addition of \$240 to the contract sum of \$5,622 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Brunswick-Balke-Collender Company dated as of January 12, 1940, the addition being computed as follows:

Add workboard for lunchroom fountain (Owner's letter to the Contractor March 7, 1940 and Contractor's quotation March 12, 1940).....	\$215.00
Change height of mirrors in back bar of fountain room fountain (Owner's letter to the Contractor March 21, 1940 and Contractor's quotation March 26, 1940).....	25.00
Total extra	\$240.00

and

WHEREAS, sufficient monies to pay all costs occasioned by this change are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order EE-1 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposals of the Brunswick-Balke-Collender Company, soda fountain contractor, to make the changes occasioned by change order EE-1 as an addition of \$240 to the contract sum of \$5,662 as stated in the contract entered into by and between the Regents of the University of Minnesota and the Brunswick-Balke-Collender Company dated as of January 12, 1940 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, to approve contract change order CC-1 affecting the contract of the K. Aslesen Company, equipment contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order CC-1 affecting the contract of the K. Aslesen Company, equipment contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, the K. Aslesen Company, equipment contractor, has submitted proposals aggregating an addition of \$367.86 to the contract sum of \$7,428 as stated in the contract entered into by and between the Regents of the University of Minnesota and the K. Aslesen Company dated as of January 12, 1940, the addition being computed as follows:

Furnish streamline type urns in lieu of the standard urns specified (Owner's letter to the Contractor January 18, 1940 and Contractor's quotation January 20, 1940).....	\$339.00
Change standard motor on ice crusher to splashproof type motor (Owner's letter to the Contractor January 24, 1940 and Contractor's quotation January 28, 1940).....	3.50
Change standard type malted milk mixers to heavy duty type (Owner's letter to the Contractor March 4, 1940 and Contractor's quotation March 6, 1940).....	25.36
Total extra	\$367.86

and WHEREAS, sufficient monies to pay all costs occasioned by this change are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order CC-1 and the change occasioned thereby be, and the same hereby are, approved.

2. That the proposals of the K. Aslesen Company, equipment contractor, to make the changes occasioned by change order CC-1 as an addition of \$367.86 to the contract sum of \$7,428 as stated in the contract entered into by and between the Regents of the University of Minnesota and the K. Aslesen Company dated as of January 12, 1940 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, to approve contract change order GG-1 affecting the contract of Boutell Brothers, Incorporated, piano contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order GG-1 affecting the contract of Boutell Brothers, Incorporated, piano contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, Boutell Brothers, Incorporated, piano contractor, has submitted a proposal as a net addition of \$182.50 to the contract sum of \$12,274 as stated in the contract entered into by and

between the Regents of the University of Minnesota and Boutell Brothers, Incorporated, dated as of February 26, 1940, the addition being computed as follows:

Extra Item

Add 12 piano benches to Contract GG (Owner's letter to the Contractor April 2, 1940 and Contractor's quotation April 5, 1940) \$208.00

Credit Item

Credit for the substitution of an ebonized finish in lieu of walnut finish on one model "M" Steinway piano (Owner's letter to the Contractor April 2, 1940 and Contractor's quotation April 5, 1940)..... 25.50

Net extra \$182.50

and WHEREAS, sufficient monies to pay all costs occasioned by this change are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order GG-1 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposals of Boutell Brothers, Incorporated, piano contractor, to make the changes occasioned by change order GG-1 as a net addition of \$182.50 to the contract sum of \$12,274 as stated in the contract entered into by and between the Regents of the University of Minnesota and Boutell Brothers, Incorporated, dated as of February 26, 1940 be, and the same hereby are, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, to approve contract change order PPP-1 affecting the contract of Joesting and Schilling Company, steamer contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order PPP-1 affecting the contract of Joesting and Schilling Company, steamer contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, Joesting and Schilling Company, steamer contractor, has submitted a proposal covering an addition of \$310 to the contract sum of \$2,875 as stated in the contract entered into by and between the Regents of the University of Minnesota and Joesting and Schilling Company dated as of March 6, 1940, the addition being computed as follows:

For equipping four steamers furnished under Bid V3 with thermostatic traps, steam gauges, safety valves, combination mud legs and strainers, and blow-off valves to convert steamers to thermostatic instead of free venting type.....	\$220.00
For furnishing type "K" pressure regulating valves on three steamers to maintain five pounds of pressure within steamers	90.00
Total extras	\$310.00

and

WHEREAS, sufficient monies to pay all costs occasioned by this change are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed changes are approved by W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order PPP-1 and the changes occasioned thereby be, and the same hereby are, approved.

2. That the proposal of Joesting and Schilling Company, steamer contractor, to make the changes occasioned by change

order PPP-1 as an addition of \$310 to the contract sum of \$2,875 as stated in the contract entered into by and between the Regents of the University of Minnesota and Joesting and Schilling Company dated as of March 6, 1940 be, and the same hereby is accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, to approve contract change order X-1 affecting the contract of Boutell Brothers, Incorporated, equipment contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution approving contract change order X-1 affecting the contract of Boutell Brothers, Incorporated, equipment contractor for the Coffman Memorial Union Building, Docket No. Minnesota 1358-F.

WHEREAS, Boutell Brothers, Incorporated, equipment contractor, has submitted a proposal covering an addition of \$28.30 to the contract sum of \$411.05 as stated in the contract entered into by and between the Regents of the University of Minnesota and Boutell Brothers, Incorporated, dated as of January 12, 1940, the addition being computed as follows:

Add box spring, mattress, and pillow (Owner's letter to the Contractor March 28, 1940 and Contractor's quotation April 1, 1940)—

One box spring	\$15.85
One mattress	10.30
One pillow	2.15
Total extra	\$28.30

and

WHEREAS, sufficient monies to pay all costs occasioned by this addition are in the construction account for the Coffman Memorial Union project, Docket No. Minnesota 1358-F, and

WHEREAS, the proposed change is approved by W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

1. That change order X-1 and the change occasioned thereby be, and the same hereby are, approved.

2. That the proposal of Boutell Brothers, Incorporated, equipment contractor, to make the change occasioned by change order X-1 as an addition of \$28.30 to the contract sum of \$411.05 as stated in the contract entered into by and between the Regents of the University of Minnesota and Boutell Brothers, Incorporated, dated as of January 12, 1940 be, and the same hereby is, accepted.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
SPECIAL COMMITTEE
MINUTES

May 27, 1940

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Monday, May 27, 1940 in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at ten o'clock.

Present: Regent Wood, presiding; Regents Bell, Lawson, and Snyder, and Mr. Ford.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by President Guy Stanton Ford, with the recommendation of Mr. W. T. Middlebrook, Comptroller, to accept the amendatory offer of the United States of America dated May 22, 1940 to enlarge the scope of the project and to increase the grant to further aid in financing the construction of the Dormitory for Women, PWA Docket No. Minnesota 1415-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution accepting the amendatory offer of the United States of America dated May 22, 1940 to the Regents of the University of Minnesota to enlarge the scope of the project and to increase the grant to further aid in financing the construction of the Dormitory for Women, PWA Docket No. Minnesota 1415-F.

Be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

SECTION I. That the amendatory offer of the United States of America to the Regents of the University of Minnesota to enlarge the scope of the project and to increase the grant to further aid in financing the construction of the Dormitory for Women,

PWA Docket No. Minnesota 1415-F, a copy of which amendatory offer reads as follows:

"P. W. 1377-27

"FEDERAL WORKS AGENCY
Public Works Administration

"Washington, D.C.,
Dated: May 22, 1940
Docket No. Minn. 1415-F

"University of the State of Minnesota,
Minneapolis, Minnesota.

"The United States of America hereby offers to amend the contract created by the acceptance by the University of the State of Minnesota, on May 1, 1939, of the Offer made by the United States of America and dated April 26, 1939, (1) by inserting in lines 3 and 4 of Paragraph 1 of said Offer after the word 'including' the words 'site improvements and' and (2) by striking out, in line 8 of said Paragraph 1, the figures '\$277,808' and inserting in lieu thereof the figures '\$319,455.'

"UNITED STATES OF AMERICA
Federal Works Administrator
By (Signed) E. W. Clark
Acting Commissioner of Public Works"

be, and the same is hereby in all respects, accepted.

SEC. 2. That the Regents of the University of Minnesota agree to abide by all of the rules and regulations relating to such grant, a copy of which rules and regulations was attached to and made part of the government's original offer.

SEC. 3. That W. T. Middlebrook, Secretary and Comptroller of the Regents of the University of Minnesota, and/or C. E. Griswold, Assistant Secretary and Assistant Comptroller of the Regents of the University of Minnesota, be, and hereby are, authorized and directed to send to the Federal Works Agency, Public Works Administration, duplicate certified copies of this resolution together with an equal number of certified copies of the proceedings of this meeting and such further documents or proofs in connection with the acceptance of said offer as may be required by the Federal Works Agency, Public Works Administration.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by President Guy Stanton Ford, with the recommendation of W. T. Middlebrook, Comptroller, to request an extension of the project completion date in connection with the construction of the Dormitory for Women, PWA Docket No. Minnesota 1415-F, as made necessary by the offer of the United States of America to the Regents of the University of Minnesota to enlarge the scope of the project, said offer being dated May 22, 1940, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution requesting an extension of the project completion date for the Dormitory for Women, PWA Docket No. Minnesota 1415-F, from February 10, 1940 to September 1, 1940.

WHEREAS, under date of December 15, 1939 a resolution of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota requesting an amendatory grant to enlarge the scope of the project in connection with PWA Docket No. Minnesota 1415-F was submitted to the Public Works Administration, and

WHEREAS, the resolution directed that the amendatory application should include a request for a sufficient extension of the project completion date, and

WHEREAS, on the assumption that the reply from the Federal Government in response to the amendatory application of December 15, 1939 would require approximately six weeks and on the further assumption that the examination of preliminary documents covering the anticipated additional work and the taking of bids would require an additional four weeks, a request for an extension of the project completion date to June 29, 1940 was made part of the amendatory application, and

WHEREAS, in response to the amendatory application filed by the Regents of the University of Minnesota with the Public Works Administration under date of December 15, 1939 an amendatory offer dated May 22, 1940 was tendered by the United States of America on May 23, 1940, and

WHEREAS, this amendatory offer, which was accepted by resolution of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota on May 27, 1940, granted the full enlargement of the scope of the project as requested in the application for amendatory grant but made no provision for the necessary extension of the project completion date, and

WHEREAS, the formal amendatory offer was not tendered to the Regents of the University of Minnesota until May 22, 1940, which precludes all possibility of completing the project by June 29, 1940 as anticipated in the amendatory application dated December 15, 1939.

Now, therefore, be it resolved by the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

SECTION 1. That the request for an extension of the project completion date for the construction of the Dormitory for Women, PWA Docket No. Minnesota 1415-F, to June 29, 1940 as set forth in the amendatory application dated December 15, 1939 be, and the same hereby is rescinded.

SEC. 2. That the project completion date for the Dormitory for Women, Docket No. Minnesota 1415-F, be extended from February 10, 1940, as now established, to and including the date of September 1, 1940.

The following members voted in favor of the adoption of the above resolution:

James F. Bell	Fred B. Snyder
George W. Lawson	Sheldon V. Wood
Guy Stanton Ford	

and the following members voted against the adoption of the said resolution:

None

Whereupon, the Chairman of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota declared the resolution to be passed.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary