

The University of Minnesota

**JOINT MEETING OF EXECUTIVE COMMITTEE
AND ADMINISTRATIVE BOARD**

MINUTES

December 4, 1916

A joint meeting of the Executive Committee and the Administrative Board was held at the Minnesota Union, Monday, December 4, 1916, at 12:15 p.m.

Present: Regent Snyder, presiding; Regents Glotfelter, Partridge, Schulz, Sommers, and Vincent.

The Superintendent of Buildings and Grounds reported on the wages paid mechanics and janitors at the University and the University Farm and it was

Voted to direct the Superintendent of Buildings and Grounds to investigate further and to report to the Board at the meeting to be held the 7th inst.

Budget requests for the Biennium were considered and hearings given the several departments. It was

Voted to recommend to the Board of Regents for consideration the following report:

(SEE NEXT PAGE.)

REPORT OF THE JOINT COMMITTEE OF THE EXECUTIVE COMMITTEE OF THE BOARD AND OF THE ADMINISTRATIVE COMMITTEE OF THE SENATE

ON
LEGISLATIVE ESTIMATES
FOR 1917-1919

The Committee's report includes: first, definite recommendations; second, certain items submitted for further hearings and decision.

I. Recommended (For Biennium)

1. Building program (See Table A)	\$870,000
2. Increase of present salaries and wages.....	325,000
3. Increase of staff (See Table B)	500,000
4. Increase of supplies (including coal and books)...	225,000
	\$1,020,000
Granted for Maintenance (1915-17)	2,924,050
	\$4,844,050

CONSPECTUS FOR TWO BIENNIAL PERIODS

	GRANTED		REQUESTED	
	1915-1916	1916-1917	1917-1918	1918-1919
Mill Tax	\$335,000	\$340,000	\$350,000	\$350,000
Special Maintenance	550,000	550,000	1,512,250	1,512,250
Fuel	90,000	90,000		
Special "U" Funds	221,750	221,750	395,000	395,000
Special Farm	138,000	138,000		
Buildings and Equipment..	99,775	99,775	40,000	40,000
Sub-Stations—Buildings.....	48,550	48,550	124,775	124,775
Support	124,775	124,775		
	\$1,607,850	\$1,612,850	\$2,422,025	\$2,422,025
		1,607,850		2,422,025
		\$3,220,700		\$4,844,050

TABLE A. BUILDINGS AND EQUIPMENT

1. Remodeling, repairs, etc. (University Campus)..	\$23,000
Pillsbury Hall, \$7,000; Heat Control, \$5,000; Folwell and Music, \$6,000; Sewers, \$2,000; Roads, \$2,000; Walks, \$1,000.	
2. Library Plans	5,000
3. Remodeling, repairs, purchases, etc. (University Farm)	80,000
4. Porches for Elliot Hospital.....	6,000
5. Additions for High School (gymnasium, manual training)	15,000
6. Additions for Shevlin Cafeteria.....	11,000

7. Substations	80,000
Crookston, \$36,000; Morris, \$25,000; Grand Rapids, \$6,000; Duluth, \$3,500; Waseca, \$4,000; Zumbra, \$5,500.	
8. Equipment	90,000
Gymnasium, \$8,000; Intramural Sports, \$3,000; Engineering, \$25,000; Medical, \$4,000; Dentistry, \$10,000; Education, \$10,000; Agriculture, \$12,000; Chemistry, \$18,000.	
9. Electrical Laboratory and Equipment.....	160,000
10. Mines Experiment Station and Equipment.....	175,000
11. Addition to Dentistry Building.....	25,000
12. Contagious Hospital and Clinical Pavilion.....	200,000
Total	<u>\$870,000</u>

II. Items for Further Consideration

13. Additional for Crookston Dining Hall.....	90,000
14. Additional for Morris Dining Hall.....	40,000
15. Additional for Electrical Engineering Laboratory.	40,000
16. Administration Building and Storehouse.....	150,000
Grand Total	<u>\$1,190,000</u>

TABLE B. INCREASE IN STAFF

The following schedule of additions to staff represents a policy of expansion which can be thoroughly justified. The chief increase is in Arts, with a growth also in Agriculture, Education, Engineering, Law, and Medicine. Provision is made for business courses both in Arts and Extension. The latter division is also enlarged.

16 Professors	\$57,000	
13 Associate Professors.....	35,500	
27 Assistant Professors	60,000	
40 Instructors	52,500	
	<u> </u>	\$205,000
38 Assistants, Clerks, Stenographers	34,200	
12 Janitors, mechanics and others	10,800	
	<u> </u>	45,000
Total per annum.....		<u>\$250,000</u>

Voted to adjourn.

G. H. HAYES, *Secretary*.

The University of Minnesota**AGRICULTURAL COMMITTEE****MINUTES**

November 7 1916

A meeting of the Agricultural Committee was held in the President's office, Thursday, December 7, 1916, at nine o'clock.

Present: Regent Rice, presiding; Regents Glotfelter, Schulz, Sommers, Williams, M. M., Vincent, and Dean Woods.

Voted to approve the following resignation:

A. E. Enerson as Instructor in the Northwest School and Station, effective December 1, 1916.

Voted to approve the following appointments:

J. J. Viets, Instructor in Animal Husbandry in the School of Agriculture from October 1, 1916, to June 30, 1917, at a salary of \$100 a month.

William Thorpe Tapley, as Instructor in Horticulture in the College of Agriculture, on a half-time basis from September 15, 1916, to June 15, 1917, at a salary of \$50 a month.

Robert E. Hodgson as Instructor in Agronomy and Farm Management in the School of Agriculture from October 1, 1916, to March 31, 1917, at a salary of \$100 a month.

J. B. Torrance as Instructor in Agricultural Engineering in the School of Agriculture from September 15, 1916, to April 15, 1917, at a salary of \$100 a month.

Clarence E. Cary as Instructor in Agricultural Engineering in the School of Agriculture from October 1, 1916, to March 31, 1917, at a salary of \$40 a month.

H. Ferne Peck as Instructor in Plant Pathology and Botany in the School of Agriculture, and Assistant Seed Analyst in the Experiment Station from August 1, 1916, to July 31, 1917, at a salary of \$1,000 a year.

Benjamin M. Winkleman as Instructor in Spelling and Penmanship in the School of Agriculture from October 1, 1916, to March 31, 1917, at a salary of \$60 a month.

Lillian Hansen as Instructor in Swimming for girls in the College and School of Agriculture from October 1, 1916, to March 31, 1917, at a salary of \$40 a month.

Florence Hulett as Instructor in Nursing in the West Central School and Station from October 1, 1916, to March 31, 1917, at a salary of \$75 a month.

G. Oliver Riggs as Leader of the Band at the Northwest School and Station from October 15, 1916, to March 31, 1917, at a salary of \$20 a month.

The following appointments in the Dairy School, November 20, 1916, to December 16, 1916:

Alex Johnson, Assistant	\$125
Emil G. Oman, Assistant.....	125
John J. Roch, Instructor, expenses.....	60
E. J. Holmers, Lecturer, expenses.....	5
S. G. Gustafson, Instructor, expenses.....	60
Ralph Craigo, Instructor	50
James Sorenson, Lecturer, expenses.....	70

Arthur E. Enerson as Assistant in Farm Crops in the Northwest School and Station from September 1, 1916, to October 31, 1916, at a salary of \$112.50.

Frank J. Brown as Assistant Demonstration Agent with the rank of Instructor in the Agricultural Extension Division from September 1, 1916, to July 31, 1917, at a salary of \$1,600.

Ross A. Thuma as Special Analyst in Agricultural Chemistry in the Experiment Station from August 1, 1916, to May 31, 1917, at a salary of \$100 a month.

George E. Holm as Research Assistant in Agricultural Chemistry in the Experiment Station from August 1, 1916, to July 31, 1917, at a salary of \$50 a month.

Samuel Graham as Assistant in Entomology in the Experiment Station from September 1, 1916, to May 31, 1917, at a salary of \$500.

Verne C. Crowl as Laboratory Assistant in Animal Nutrition in the Experiment Station from October 1, 1916, to May 31, 1917, at a salary of \$65 a month on a half-time basis.

Moses Levine as Laboratory and Field Assistant in Plant Pathology and Botany in the Experiment Station from August 1, 1916, to July 31, 1917, at a salary of \$650.

L. C. Holm as Assistant in the Gymnasium in the College and School of Agriculture from October 1, 1916, to March 31, 1917, at a salary of \$60 a month.

Walter V. Simpson as Assistant in football in the College and School of Agriculture from October 1, 1916, to November 30, 1916, at a salary of \$37.50 a month.

Albert R. Knutson as Assistant in Animal Husbandry in the Northwest School and Station from January 1, 1917, to March 31, 1917, at a salary of \$150 a month.

Martinus Stenseth as Assistant in Physical Training at the Northwest School and Station from October 1, 1916, to March 31, 1917, at a salary of \$60 a month.

J. B. Bahner as Assistant in Physical Training at the Northwest School and Station from October 1, 1916, to October 20, 1916, at a salary of \$15.

Mae Fimrite as Assistant in Home Economics at the West Central School and Station from October 1, 1916, to December 31, 1916, at a salary of \$30.

Carrie Hanson as Assistant Nurse in the School of Agriculture from October 2, 1916, to April 7, 1917, at a salary of \$35 a month.

Ethel Crocker as Assistant in the Gymnasium in the School of Agriculture from October 1, 1916, to March 31, 1917, at a salary of \$8 a month.

A. W. Aamodt as Assistant in Horticulture from August 1, 1916, to May 31, 1917, at a salary of \$75 a month for August and September and of \$40 a month for every month thereafter.

A. L. Anderson as Laboratory Assistant in Veterinary Science at the University Farm from August 1, 1916, to July 31, 1917, at a salary of \$900.

L. W. Cheney as Assistant in Dairy Husbandry at the University Farm from October 1, 1916, to June 15, 1917, at a salary of \$35 a month.

A. W. Malcomson as Assistant in Swine Husbandry at the School of Agriculture and the Experiment Station from August 1, 1916, to July 31, 1917, at a salary of \$50 a month.

F. J. Meade as Laboratory Assistant in Dairy Husbandry at the University Farm from October 1, 1916, to June 15, 1917, at a salary of \$25 a month.

Everett Prichard as Assistant in Dairy Husbandry at the University Farm from September 15, 1916, to June 15, 1917, at a salary of \$45 a month.

Elvin H. Hanson as Assistant in Dairy Husbandry at the University Farm from November 21, 1916, to December 30, 1916, at a salary of \$75 a month.

Paul M. Harmer as Laboratory Assistant in Soils at the University Farm from August 1, 1916, to June 30, 1917, at a salary of \$45 a month.

William Shaw as Laboratory Assistant in Soils at the University Farm from October 1, 1916, to June 15, 1917, at a salary of \$45 a month.

G. R. McDole as Laboratory and Field Assistant in Soils at the University Farm from October 1, 1916, to January 31, 1917, at a salary of \$100 a month.

Ernest Roth as Field and Laboratory Assistant in Soils at the University Farm from October 1, 1916, to April 30, 1917, at a salary of \$41.66 a month.

Everett H. Doherty as Assistant in Agricultural Biochemistry at the University Farm from August 20, 1916, to May 31, 1917, at a salary of \$50 a month.

A. M. Gurjar as Assistant in Agricultural Biochemistry at the University Farm from September 1, 1916, to December 31, 1917, at a salary of \$50 a month.

Shinjiro Sato as Assistant in Agricultural Biochemistry at the University Farm from September 1, 1916, to May 31, 1917, at a salary of \$60 a month.

J. Russell Winslow as Assistant in Agricultural Biochemistry at the University Farm from September 1, 1916, to May 31, 1917, at a salary of \$50 a month.

Alexander J. Wuertz as Assistant in Agricultural Biochemistry at the University Farm from September 1, 1916, to June 30, 1917, at a salary of \$50 a month.

F. C. Clapp as Assistant in Agricultural Engineering at the University Farm from October 23, 1916, to February 13, 1917, at a salary of \$100 a month.

John G. Gillilan as Assistant in Agricultural Economics at the University Farm from August 1, 1916, to July 31, 1917, at a salary of \$500.

Blanche L. Lee as Assistant in the Library at the University Farm from October 17, 1916, to May 31, 1917, at a salary of \$20 a month.

Magna Aanerud as Assistant in Home Economics at the West Central School and Station from November 1, 1916, to March 31, 1917, at a salary of \$30 a month.

The following clerical appointments:

C. E. Sisler, from August 1, 1916, to July 31, 1917, at \$60 a month.

Reidar Skabo, from August 1, 1916, to July 31, 1917, at \$83.33 a month.

O. L. Buhr, from August 1, 1916, to September 30, 1916, at \$85 a month.

Kate Bedard, from August 1, 1916, to July 31, 1917, at \$45 a month.

Stella A. Anderson, beginning September 7, 1916, at \$55 a month.

Marian Haedecke, from September 14, 1916, to July 31, 1917, at \$50 a month.

Glenette Burten, from October 1, 1916, to December 31, 1916, at \$60 a month.

Minnette Cummings, from October 1, 1916, to July 31, 1917, at \$55 a month.

Mary Hall, beginning August 1, 1916, at \$55 a month.

Alma Schweppe, beginning August 1, 1916, at \$40 a month.

Ada Merrill, from September 11, 1916, to July 31, 1917, at \$55 a month.

Clinton G. Worsham, from September 1, 1916, to July 31, 1917, at \$525.

Mellie R. Phillips, beginning September 1, 1916, at \$70 a month.

Ruth D. Reisberg, beginning August 1, 1916, at \$600 a year.

Ivan C. Dorn, from October 16, 1916, to March 31, 1917, at \$60 a month.

Edna L. Merrill, from October 9, 1916, to April 9, 1917, at \$40 a month.

Mabel L. Chander, beginning October 21, 1916, at \$45 a month.

Mary Hall, from November 22, 1916, to December 31, 1916, at 30 cents an hour.

The following staff appointments:

Eugene Loenis, from September 15, 1916, to March 31, 1917, at \$60 a month.

Mirdy Maxwell, from August 1, 1916, to September 30, 1916, at \$60 a month.

Mirdy Maxwell, beginning October 1, 1916, at \$65 a month.
Selma Tunheim, from October 1, 1916, to March 31, 1917,
at \$60 a month.

Frank A. Anderson from October 1, 1916, to July 31, 1917,
at \$60 a month.

Voted to approve the following Ludden Trust Fund
Loans:

R. Merle Brown.....	\$50	J. J. Christensen.....	\$50
Edward J. Branley.....	75		

Voted to postpone the report of the special committee
as to whether the policy of the University laid down in
the bulletin "Agricultural Organization and Coöperation"
is being followed in the work of Agricultural Extension.

Voted to approve and place on file a statement re-
garding the Boarding Club at Waseca.

GEORGE E. VINCENT,
Secretary pro tem.

The University of Minnesota**BOARD OF REGENTS****MINUTES**

December 7, 1916

A meeting of the Board of Regents was held in the President's office, Thursday, December 7, 1916, at ten o'clock.

Present: Regent Snyder, presiding; Regents Glotfelter, Burnquist, Mayo, Partridge, Rice, Schulz, Sommers, Vincent, and Williams, M. M.

Voted to approve the report of the Agricultural Committee of December 7, 1916.

Voted to approve the following appointments:

Dr. John Hinchman Stokes as Assistant Professor of Dermatology and Syphilology in the Graduate School on the Mayo Foundation.

Dr. Joseph Eugene Heard as Fellow in the Mayo Foundation beginning August 1, 1916, at a salary of \$500.

Dr. Nilamber Chinta Joshie as Fellow in the Mayo Foundation beginning the day he reports at Rochester, at a salary of \$500.

Dr. Fred Wharton Rankin as Fellow in the Mayo Foundation beginning November 1, 1916, at a salary of \$500.

Dr. William Joseph Tucker as Fellow in the Mayo Foundation beginning July 15, 1916, at a salary of \$500.

Dr. Porter Paisley Vinson as Fellow in the Mayo Foundation beginning September 1, 1916, at a salary of \$500.

Dr. A. D. Hirschfelder as Consulting Pharmacologist to the University Hospital.

Dr. T. B. Hartzell as Consultant on Diseases of the Mouth to the University Hospital.

Ray A. Brown as Assistant in the Law School for the remainder of the academic year 1916-17, at a salary of \$300.

George Strake as Assistant in the Chemical Storeroom for six months beginning December 4, 1916, at a salary of \$180.

Hildegard Erstad as Stenographer in the Department of Economics beginning December 6, 1916, at \$55 a month for the month of December, and at \$60 a month thereafter if services are satisfactory.

Myrtle Hollo as Nurse in the Department of Obstetrics beginning October 15, 1916, at a salary of \$50 a month.

Chas. H. Rogers as Assistant Professor in Pharmacy beginning with the second semester at the rate of \$2,300 for the academic year with an increase to \$2,400 for the following academic year and to \$2,500 for the third academic year.

Voted to approve the following salary adjustments:

Reuben Buttke, Service Man in the Department of Pathology, from \$30 to \$35 a month from December 1, 1916, as provided in the budget.

Herbert Holker, Service Man in the Department of Physiology, from \$35 to \$40 a month, from December 1, 1916, as provided in the budget.

Voted to approve the following trips outside the state:

J. J. Flather to attend the Uniform Boiler Code Congress at Washington, D. C., December 4, 1916, expenses not to exceed \$100 to be charged to Budget No. 23.

W. H. Emmons to Washington, D. C., between December 20, 1916, and February 20, 1917, to arrange for cooperative work with the United States Geological Survey, the expenses not to exceed \$125 to be charged to the State Geological Survey.

F. H. Bass to attend the annual meeting of the Northwestern Road Congress at Chicago, Illinois, December 7 to 9, 1916, the expenses not to exceed \$30, to be charged to Budget No. 115.

Professor E. E. Nicholson to visit educational institutions in Wisconsin, Illinois, Michigan, Missouri, Nebraska, and Kansas, to study student conditions, the expenses of the trip not to exceed \$150 to be charged to Budget 23.

Voted to approve the recommendation of the Medical School that the degree of Doctor of Medicine be conferred on Lyle J. Roberts.

Voted to approve the following loans from the Gillfillan Trust Fund:

Lillian Helms.....	\$100.00	Irene A. Hedin	\$75.00
Charles H. Hanson....	40.00		

Voted to accept the report of the Committee on Free and Service Scholarships for the year 1916-17.

Voted to defer action on the question of the policy of the University in respect to the taking out of patents by members of the University staff.

The President of the University and the Director of the General Extension Division reported that on request of the League of Minnesota Municipalities for the services of an engineer in connection with the General Extension Division, the position of engineer had been placed in the budget for the Legislature.

The Executive Committee, to whom the petition of mechanics of the University Farm for an increase in wages was referred, reported in favor of equalizing the wage scales on the Main Campus and the University Farm. On the recommendation of the Superintendent of Buildings and Grounds, \$1,280 were appropriated to carry out the above purpose.

Voted to refer to the Executive Committee for further study and report the petition urging the adoption of an eight hour day for janitors.

A preliminary report of a Committee of the Faculty of the School of Chemistry on the relation of the University to the industries of the State was received and placed on file.

A petition having been received from the Alumni Association of the Medical School deprecating any change of hospital policy which would permit the receipt of fees by full-time medical teachers, it was

Voted to acknowledge receipt of the petition and to instruct the Secretary to notify the officers of the Association that no change of policy had been as yet recommended to the Board of Regents, but that if such recommendations were received the Alumni Association would be asked to present its views to the Board before any action was taken.

A petition having been received from the Minnesota State Butter and Cheese Makers' Association requesting enlarged facilities for instruction and experimental work at the University Farm, it was

Voted to instruct the Secretary to acknowledge the receipt of the petition and to inform the officers of the Association that the Department of Agriculture in its estimates for the coming biennium had made provision for development of the work in dairy manufacture.

A petition having been received from Landscape Architects in the Twin Cities requesting the provision of a General Lecture Course in Landscape Architecture and a training course for superintendents and gardeners in charge of parks, large public and private grounds, etc., it was

Voted to acknowledge the receipt of the resolutions and to refer them to the Joint Committee of the Execu-

tive Committee and the Administrative Committee of the University Senate on the Legislative Budget.

The Reverend C. E. Haupt having appeared in behalf of the Breck School and requested that University credit be given for ethical and religious courses conducted by this school and also presented a petition signed by Rt. Rev. Samuel Edsall and others, it was

Voted to ask the Attorney General whether under the law the University is authorized to recognize courses of this character as fulfilling requirements for graduation from the University of Minnesota.

Voted to receive and place on file resolutions adopted by the Northwestern Coal Dock Operators' Association and the Le Sueur Commercial Club relative to the establishment of a School of Commerce.

The Legislative Committee on Efficiency and Economy having recommended that all receipts of public institutions be turned into the treasury of the state, it was

Voted to approve the following statement as to the effect such a policy would have upon the interests of the University:

A proposal has been made to cover into the State Treasury all receipts of all state institutions and boards, and then, presumably, to make appropriations based upon the demonstrated needs of these various public agencies. Even if the question of the constitutional right of the Regents to hold and to use tuition fees and other receipts be waived, it can be shown that, so far at any rate as the University is concerned, the suggested policy would be inexpedient and uneconomical. For to a large extent expenses vary with receipts. This may be illustrated by reference to certain items of receipts: (1) Tuition receipts from students. These receipts increase with the increased number of students and enable the University to secure additional instructors to meet the enlarged demand. Here is a certain amount of valuable flexibility in the University budget. (2) Hog cholera serum receipts. The University manufactures serum and sells it. When an epidemic prevails there is a large demand. When the disease is not prevalent the demand falls off. For example, the receipts for the year just closed (1915-16) are approximately \$35,000 less than those of the year before. (3) The University bookstore receipts. The Bookstore is a business enterprise, conducted at the University Farm for the convenience of the students; the receipts determine expenditures. The same principle applies to the Printing Office. (4) Dining-hall, cafeteria, and dormitory receipts. These establishments are supported by the receipts from student patronage. Here again expenditures are dependent upon receipts. It is obvious that any attempt to determine in advance by statutory appropriations the expendi-

tures of the kind cited above, would lead either to *under*-appropriation which would be embarrassing and might compel the University to divert funds from educational purposes to business enterprises, or it might result in *over*-appropriation which would be an extravagant use of public funds, or would at least tie up funds which might be used for other State purposes. The present policy of reappropriating to the University all receipts is sound and businesslike and should be continued.

The report of the Joint Committee of the Executive Committee and the Administrative Committee of the University Senate on the Legislative Budget having been presented, it was modified in certain respects and finally adopted in the following form:

LEGISLATIVE ESTIMATES

FOR 1917-1919

The Committee's report includes: first, definite recommendations; second, certain items submitted for further hearings and decision.

I. Recommended (For Biennium)

1. Building program (See Table A)	\$1,150,000
2. Increase of present salaries and wages.....	325,000
3. Increase of staff (See Table B)	500,000
4. Increase of supplies (including coal and books)...	225,000
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	\$2,200,000

CONSPECTUS FOR TWO BIENNIAL PERIODS

	GRANTED		REQUESTED	
	1915-1916	1916-1917	1917-1918	1918-1919
Mill Tax	\$335,000	\$340,000	\$350,000	\$350,000
Special Maintenance	550,000	550,000		
Fuel	90,000	90,000	1,512,250	1,512,250
Special "U" Funds	221,750	221,750		
Special Farm	138,000	138,000		
Buildings and Equipment..	99,775	99,775	470,000	470,000
Sub-Stations—Buildings....	48,550	48,550	105,000	105,000
Support	124,775	124,775	124,775	124,775
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	\$1,607,850	\$1,612,850	\$2,562,025	\$2,562,025
		1,607,850		2,562,025
		<hr/>		<hr/>
		\$3,220,700		\$5,124,050

TABLE A. BUILDINGS AND EQUIPMENT

1. Remodeling, repairs, etc. (University Campus)..	\$23,000
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Folwell and Music, \$6,000; Sewers, \$2,000;	
Roads, \$2,000; Walks, \$1,000.	
2. Library Plans	5,000
3. Remodeling, repairs, purchases, etc. (University Farm)	80,000
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5. Additions for High School (gymnasium, manual training)	15,000
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7. Substations	210,000
Crookston, \$126,000; Morris, \$65,000; Grand Rapids, \$6,000; Duluth, \$3,500; Waseca, \$4,000; Zumbra, \$5,500.	
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Gymnasium, \$8,000; Intramural Sports, \$3,000; Engineering, \$25,000; Medical, \$4,000; Dentistry, \$10,000; Education, \$10,000; Agriculture, \$12,000; Chemistry, \$18,000.	
9. Electrical Laboratory and Equipment.....	160,000
10. Mines Experiment Station and Equipment.....	175,000
11. Addition to Dentistry Building.....	25,000
12. Contagious Hospital and Clinical Pavilion.....	200,000
13. Business Building, Storehouse, and Shops.....	150,000
Grand Total	\$1,150,000

Also \$15,000 for a Cottage at Morris appropriated by the Legislature, 1913, to be reappropriated to apply on Dining Hall and other improvements at Morris.

TABLE B. INCREASE IN STAFF

The following schedule of additions to staff represents a policy of expansion which can be thoroughly justified. The chief increase is in Arts, with a growth also in Agriculture, Education, Engineering, Law, and Medicine. Provision is made for business courses both in Arts and Extension. The latter division is also enlarged.

16 Professors	\$57,000	
13 Associate Professors.....	35,500	
27 Assistant Professors	60,000	
41 Instructors	52,500	
		\$205,000
41 Assistants, Clerks, Stenographers	34,200	
12 Janitors, mechanics and others	10,800	
		45,000
Total per annum.....		\$250,000

Voted to authorize the Comptroller to enter into a contract with the Minneapolis General Electric Company for electric current as negotiated by the Comptroller and Superintendent of Buildings and Grounds as follows: the rate to be $1\frac{3}{4}$ cents per K. W. H. secondary service under the present conditions for a period of ten years with cancellation privileges as follows: if cancelled within two years, the consumption would be figured at 3 cents;

if cancelled within five years, $2\frac{1}{2}$ cents; if cancelled within seven years, $2\frac{1}{4}$ cents; if cancelled within nine, 2 cents.

President Vincent having informed the Board of his contemplated resignation, it was

Voted to instruct the President of the Board to appoint a committee of three with himself as chairman to consider and recommend a successor. The President appointed Regents Butler and Glotfelter his associates.

Voted to instruct the Comptroller to prepare a statement with reference to the discontinuance of the 23/100 mill tax and to include expressions from the State Auditor and Public Examiner to be submitted to the Executive Committee for consideration.

Voted to approve the sale of an obsolete stamp vending machine at the University Farm.

Voted to approve the following budget transfers:

Transfer \$22.50 from Budget 32, Support, section II, page 25, to create pay-roll item No. 60a for student help in correcting examination papers.

Transfer \$100.00 from Reserve, section I, page 18, to create pay-roll item 45c, section II, page 24, and \$50.00 from pay-roll item 44 to make up salary of Lieutenant Meredith.

Transfer \$225.00 from pay-roll item 44, section II, page 24, and create pay-roll item No. 45a.

Transfer \$225.00 from pay-roll item No. 44, section II, page 24, and create pay-roll item 45b.

Transfer \$6.15 from Budget 64, section V, Support, page 33, to pay-roll item 3A for services for lettering.

Transfer \$42.19 from Budget 65, section V, Support, page 34, to pay-roll item No. 16, same section, fund, and page.

Transfer \$50.00 from Budget 74, section V, Geological Survey, page 37, to pay-roll item No. 83 for extra stenographic service.

Transfer \$100.00 from Budget 74, section V, Geological Survey, page 37, to pay-roll item No. 81 to provide for payments for drafting and other work.

Transfer \$100.00 from pay-roll item No. 110, section V, Support, page 39, to create pay-roll item No. 203a, page 44.

Transfer \$700.00 to pay-roll item No. 58, section VI, page 40, in anticipation of receipts from commercial tests during the year 1916-17, to provide for the total salary of Mr. Lagaard.

Transfer \$100.00 from pay-roll item No. 1, section VI, Support, page 46, to pay-roll item No. 57, page 49, to provide for addition to budget allowance.

Transfer \$44.50 from Budget 116, section VI, Support, to page 48 to create pay-roll item No. 27A, same fund, section, and page.

Transfer \$40.00 from pay-roll item No. 30, section VI, Support, page 48, and \$5.00 from Budget 116 to provide for increase in salary of Miss Colburn from November 1st.

Transfer \$55.00 from Budget 150, section VII, Elliot Hospital, page 58, to pay-roll item 16, same fund, section, and page.

Transfer \$60.00 from Reserve, section I, page 18, to pay-roll item No. 2, section VIII, Support, page 62, to provide funds for the increase in salary of the Secretary.

Transfer \$450.00 from Reserve, section I, page 18, to pay-roll item No. 10, section IX, Support, page 63, to provide for increase of Mr. Murphy.

Transfer \$20.00 from pay-roll item 41, section X, Support, page 65, to pay-roll item No. 39, and \$80.00 from pay-roll item No. 41 to pay-roll item No. 40.

Transfer \$56.95 from Budget 186, Support, section XIII, page 68, and create pay-roll item No. 3a for extra office help.

Transfer \$28.00 from Budget 188, section XIII, page 69, to create pay-roll item 24 for services of medical examiner in University High School.

Transfer \$400.00 from Budget 191D, section XIV, Extension, page 70, to create pay-roll item No. 10, same fund, section, and page.

Transfer \$105.57 from pay-roll item No. 8, section I, Support, page 75, and create pay-roll item No. 8a for stenographic assistance in short courses.

Transfer \$402.50 from pay-roll item No. 87, section V, Fund 46A, page 83, to Budget 230A same fund, section, and page.

Transfer \$200.00 from pay-roll item No. 289, section XVIII, Fund 56, page 98, to Budget 261 same fund, section, and page.

Transfer \$28.32 from pay-roll item No. 199A, section XII, Fund 46G, page 90, to pay-roll item No. 201 same fund, section, and page.

Transfer \$37.50 from pay-roll item 197, section XII, Support, page 90, to pay-roll item No. 202 same fund, section, and page.

Transfer \$100.00 from pay-roll item No. 244, section XV, Adams, page 94, and create pay-roll item No. 244A for student assistance.

Transfer \$110.00 from pay-roll item No. 26, section XXI, Crookston Support, page 102, and create pay-roll item 21A for band leader from October 15 to April 1.

Transfer \$60.00 from pay-roll item No. 18, section XXII, Morris Support, page 105, to pay-roll item No. 16A to continue Miss Aanerud for February and March.

Transfer \$500.00 from Budget 144, section VII, Elliot Hospital, page 57, to Budget 153, page 50, same fund and section.

Transfer as follows from Budget 196:

To 196aa..... \$50.00—E. D. Gilman, for tests of value of local sands and gravels for concrete and road building.

To 196bb..... 500.00—Prof. M. E. Haggerty, assistants and material in the study of the psychology of reading by tests in Minneapolis City Schools.

To 196cc..... 150.00—Prof. Josephine Tilden, for assistants in preparing Part II of work on Minnesota Algae.

Transfer \$500.00 from Budget 209, section I, page 75, to Budget 212 same fund, section, and page.

Transfer \$63.20 from Budget 249, section XIII, Fund 46J, page 91, to pay-roll item No. 215 same fund, section, and page.

Transfer \$4.00 from Budget 258, section XVII, Support, page 97, to Budget 204, section I, Support, page 74.

Transfer \$1,050.00 from Reserve, section I, page 18, and \$150.00 from pay-roll item No. 108, section V, page 39, to pay-roll item 183a, section V, page 43.

Transfer \$188.43 from pay-roll item No. 183a, section V, page 43, to create pay-roll item No. 183b for salary of a scholar.

Transfer \$68.00 from Budget No. 64, section V, page 33, to Budget No. 9, Bulletins, section II, page 20.

Voted to approve the following requisitions :

Requisitions 901 to 925 inclusive.....	\$9,105.63
Requisitions 926 to 950 inclusive.....	9,290.57
Requisitions 951 to 975 inclusive.....	7,391.75
Requisitions 976 to 1000 inclusive.....	11,210.77
Requisitions 1001 to 1025 inclusive.....	8,588.36
Requisitions 1026 to 1050 inclusive.....	4,717.29
Requisitions 1051 to 1075 inclusive.....	9,126.86
Requisitions 1076 to 1100 inclusive.....	5,619.59
Requisitions 1101 to 1125 inclusive.....	13,681.44

Voted to adjourn.

G. H. HAYES, *Secretary.*

YEAR 1915-1916

No. 11

The University of Minnesota

BOARD OF REGENTS

MINUTES

December 12, 1916

A call for the regular annual meeting of the Board of Regents was made but on account of the inability of members to attend, no meeting was held.

G. H. HAYES, *Secretary.*

The University of Minnesota**EXECUTIVE COMMITTEE****MINUTES****January 3, 1917**

A meeting of the Executive Committee was held in the President's office, Wednesday, January 3, 1917, at 12:30 o'clock.

Present: Regent Butler, Chairman; Regents Partidge, Schulz, Snyder, Sommers, and Vincent.

Voted to recommend to the Board acceptance of the following resignation:

Dr. J. R. Turner as Instructor in Medicine in the Medical School, effective December 1, 1916.

Voted to recommend to the Board approval of the following appointments:

Harry Woods as technician in the Department of Pathology beginning December 12, 1916, at a salary of \$30 a month with the understanding that his salary may be raised to \$35 a month on February 1, 1917, providing his services shall prove satisfactory.

L. L. Schweska as service man in the office of the Secretary of the Medical School beginning December 4, 1916, at a salary of \$15 a month.

Vernon C. Huestis as Solicitor in the Lecture and Lyceum Department of the General Extension Division for the months of January and February, 1917, at a salary of \$150 a month with traveling expenses.

Harold Sontag as Secretary of the Appointments Committee for the year 1916-17 at a salary of \$300.

Mary Oberlin as file clerk in the General Extension Division from January 1, 1917, to July 1, 1917, at a salary of \$40 a month.

Miss F. S. C. James as classifier in the library beginning January 1, 1917, at a salary of \$900 a year.

Ella Thorp as Assistant in the Department of Mathematics for the remainder of the academic year at a salary of \$891.28.

Ruth Fairbank as Scholar in Rhetoric beginning November 10, 1917, for the remainder of the academic year at a salary of \$28.12 a month.

E. S. Mariette as Assistant in Medicine for the remainder of the academic year without salary.

Daniel M. Shewbrooke as Assistant in Medicine for the remainder of the academic year without salary.

O. M. Kiser as Instructor in Field Crops, Crookston, beginning January 1, 1917, at the rate of \$1,600 a year.

Voted to recommend to the Board approval of the following readjustments of salary :

W. H. Pugsley, Engineer, Elliot Hospital, \$90 to \$100 a month, effective January 1, 1917.

Iver Sansrud, Boiler Mechanic, \$75 to \$80 a month, effective January 1, 1917.

John Breuer, Service man in the Medical School from \$35 a month to \$45 a month, effective February 1, 1917.

Ragnhild Rood, Service woman in the Medical School from \$30 a month to \$35 a month, effective February 1, 1917.

Thomas Kernan, Assistant in the Experiment Station, \$70 to \$90 a month, effective January 1, 1917.

A. C. Arny, Associate Professor in Agronomy and Farm Management from \$2,000 to \$2,400 for the academic year from January 1, 1917, to August 1, 1918, when the rate will be increased to \$2,600.

T. J. Horton, Chief of the University Farm Photographic Laboratory from \$1,500 to \$1,800 commencing January 1, 1917.

Voted to approve the following trips outside the state :

E. P. Lyon and A. A. Law to Washington, D. C., January 6, 1917, to attend a conference of representatives of medical schools with the Secretary of War and the Surgeon General of the Army and Navy to consider instruction to be offered the second semester to seniors of medical schools, the expenses not to exceed \$100 each to be charged to Budget No. 23.

Alfred Owre to Philadelphia, Pennsylvania, January 26, 1917, to attend the annual meeting of the Dental Faculties Association of American Universities, the expenses not to exceed \$100 to be charged to Budget No. 178.

R. B. Oshier to Madison, Wisconsin, December 16, 1916, on business connected with the lyceum department, the expenses not to exceed \$21 to be charged to Budget No. 191E.

Voted to grant the following leaves of absence :

Professor John H. Gray, at the request of the Valuation Bureau of the Interstate Commerce Commission, from February 1, 1917, to July 31, 1918, with the understanding that the first year is to count as sabbatic leave at half salary and the remaining semester as leave without salary.

Margaret Sweeney for the present semester with salary with the understanding that any additional expense incurred in taking care of her work be deducted from her salary.

F. C. Shenhon, Dean of the Engineering College, one-half time for the months of January and February, on half salary.

Voted to grant the degree of Doctor of Medicine to Ben Thane.

Voted to approve the following Gilfillan Loans:

Roy N. Henning.....	\$50.00	George Erickson (Mor-	
Ralph D. Pehl (Morris)	50.00	ris)	\$50.00

Resolutions from the Winona Association of Commerce and the Jackson Commercial Club relative to instruction in Business and Commerce were received and ordered placed on file.

Voted to award certificates to the following who have rendered distinguished service in Agriculture:

In Memoriam

J. J. Hill

Sidney M. Owen

And to

Hans Peter Jensen
Mathew H. Hegerle
Finley McMartin
Everett F. Irwin

Seth H. Kenney
Henry Schroeder
Charles M. Loring

Voted to approve a proposed exchange of land at the West Central School and Station and to submit the necessary data to the Attorney General for instruction as to the proper procedure.

A gift of books having been offered by Dr. H. T. Eddy under four conditions, it was

Voted to accept the gift under conditions one and two (insertion of book-plate and privilege of borrowing), but to decline to concur in conditions three and four (involving centralization of library) on the ground that the Regents should not bind their successors and the future administration of the College of Engineering with respect to questions of educational policy.

Voted to refer to the President the request for information from the Committee of American Physicians for Medical Preparedness.

Voted to approve the report equalizing the wage scale of mechanics and janitors at the University Farm as follows:

O. W. Lyden, engineman, from \$80 a month to \$84 a month, effective January 1, 1917.

E. M. Snow, engineman, from \$83.33 a month to \$84 a month, effective January 1, 1917.

E. Engstrom, engineman, from \$80 a month to \$84 a month, effective January 1, 1917.

L. M. Olson, fireman, from \$65 a month to \$72 a month, effective January 1, 1917.

Fred Hewins, fireman, from \$65 a month to \$72 a month, effective January 1, 1917.

R. Neitzel, fireman, from \$65 a month to \$72 a month, effective January 1, 1917.

Three coalpassers, 11 months, from \$50 a month to \$72 a month, effective January 1, 1917.

(For enginemmen and firemen vacations and days off to be deducted from above increased salaries, about 20 days during the year for each.)

Ole Aulie, janitor, from \$60 a month to \$70 a month, effective January 1, 1917.

Louis Rambo, janitor, from \$60 a month to \$70 a month, effective January 1, 1917.

G. Larson, janitor, from \$55 a month to \$65 a month, effective January 1, 1917.

Lars Anderson, janitor, from \$60 a month to \$70 a month, effective January 1, 1917.

Gust Johnson, janitor, from \$60 a month to \$70 a month, effective January 1, 1917.

Jens Pederson, janitor, from \$60 a month to \$70 a month, effective January 1, 1917.

Christian Koekine, janitor, from \$55 a month to \$60 a month, effective January 1, 1917.

Hans Pederson, janitor, from \$60 a month to \$70 a month, effective January 1, 1917.

Michael Fay, janitor, from \$60 a month to \$65 a month, effective January 1, 1917.

Peter Williams, janitor, from \$55 a month to \$60 a month, effective January 1, 1917.

Frank A. Anderson, janitor, from \$60 a month to \$65 a month, effective January 1, 1917.

Fred Pederson, janitor, from \$55 a month to \$65 a month, effective January 1, 1917.

H. P. Krogh, janitor, from \$60 a month to \$65 a month, effective January 1, 1917.

Emil Schroeder, janitor, from \$60 a month to \$65 a month, effective January 1, 1917.

August Oberg, janitor, from \$55 a month to \$60 a month, effective January 1, 1917.

Voted to invite the officials of the Northern Pacific Railway Company to meet with the Board of Regents at the next meeting to confer with reference to covering the tracks through the Campus.

Voted to approve the purchase of a Ford truck for the Northeast Demonstration Farm at Duluth.

Voted to refer to the President of the Board, the President of the University, and the Comptroller in conference with the Mechanical Engineering Department the proposed contract with the Minneapolis General Electric Company for electric current.

Voted to instruct the Comptroller to refer to the Finance Committee of the Legislature the claims of W. E. Smith and J. W. Nelson for injuries and recommend settlement on the basis of the Workmen's Compensation Act.

Voted to authorize the sale of the house and barn at 205 Beacon Street S. E., and the house at 113 Pleasant Street S. E., which were partially destroyed by fire to Mrs. Betty Nelson for \$205 to be removed from the Campus at the direction of the Superintendent of Buildings and Grounds.

Voted to approve the following bills which extend over a period of 30 days:

Margaret Baker..... \$165.21 M. Nathanson \$65.00

Voted to report to the Board with respect to the establishment of an eight-hour day for University custodial and mechanical staff: (a) that a written opinion of the Attorney General (September 19, 1912) declares that Section 1799, R. L. 1905 does not apply to janitors, carpenters, firemen et al. employed in regular work at the University; (b) that the University has in its employ a large number of farm workers whose interests are involved and who are excepted in the Act; and (c) that other state institutions are concerned with this same problem of the eight-hour day. It is recommended, therefore, that a committee of the Board be appointed to confer with representatives of the State Board of Control and the State Normal Board with a view to formulating a request to the Legislature for advice as to policy.

Voted to approve the purchase of a second-hand blue printing machine for the School of Mines.

Voted to approve the following transfers:

Transfer \$40.00 from Budget 16, Support, section II, page 22, to pay-roll item No. 35 same fund, section, and page.

Transfer \$11.00 from Budget 10, Support, section II, page 22, to pay-roll item No. 4A to reimburse said item for expenses incurred in making the index for the President's Report.

Transfer \$600.00 from Budget 25B, Support, section V, page 41, to pay-roll item No. 130 to provide for increase in salary of Miss Reeves voted at November 23rd meeting of the Board.

Transfer \$320.00 from Budget 84A, Support, section V, page 41, to create pay-roll item No. 130A for special instructor in violin.

Transfer \$1,240.00 from Budget 84A, Support, section V, page 41, to create pay-roll item No. 131A for special instruction in voice.

Transfer \$200.00 from pay-roll item No. 5, Support, section XII, page 67, to create pay-roll item No. 13 for lecturer in the College of Pharmacy.

Transfer \$300.00 from Reserve, section I, page 18, to create pay-roll item No. 11, Support, section XIII, page 68, to provide for salary of secretary of the Appointment Committee.

Transfer \$300.00 from Budget 191D, "U" Extension, section XIV, page 70, to create pay-roll item No. 11, same fund, section, and page, to provide for the salary of a solicitor for two months.

Transfer \$1,153.79 from Budget 196, 1915-16 balance, to Budget 195, 1916-17, section XV, page 72.

Transfer \$1,090.31 from sub-divisions of Budget 196, 1915-16 balances, to Budget 195, 1916-17, section XV, page 72.

Transfer \$193.60 from pay-roll item No. 8, Support, section I, page 75, to pay-roll item No. 25, same fund and section, page 76.

Transfer \$12.50 from Budget 201, Support, section I, page 74, to pay-roll item No. 108a, section VIII, page 85, to provide for additional examinations.

Transfer as follows from pay-roll item 218, Support, section XIV, page 92:

\$247.50 to Item 221a.

\$100.00 to Item 221b.

Transfer \$270.00 from pay-roll item 218, General Investigations, section XIV, page 92, to pay-roll item 221c same fund, section, and page.

Transfer \$18.75 from pay-roll item No. 202, Support, section XII, page 90, to pay-roll item No. 197 same fund, section, and page.

Transfer \$175.00 from Budget 213, Photo Laboratory, section I, page 75, to pay-roll item 11, same fund, section, and page, to provide for increase in salary from \$1,500 to \$1,800 beginning January 1, 1917.

Transfer \$4,000.00 from Budget 254, section XV, page 93, Agricultural Extension, to create pay-roll item No. 240A same fund, section, and page.

Transfer \$10.50 from Budget 253, General Investigations, section XIV, page 92, to Budget 204, section I, page 74.

Voted to approve the following requisitions:

Requisitions 1126 to 1150 inclusive.....	\$6,661.97
Requisitions 1151 to 1175 inclusive.....	6,059.92
Requisitions 1176 to 1200 inclusive.....	7,792.61
Requisitions 1201 to 1225 inclusive.....	3,673.29
Requisitions 1226 to 1250 inclusive.....	9,368.24
Requisitions 1251 to 1275 inclusive.....	10,397.07
Requisitions 1276 to 1300 inclusive.....	6,592.89

Voted to adjourn.

G. H. HAYES, *Secretary*.