

The University of Minnesota**EXECUTIVE COMMITTEE****MINUTES**

February 18, 1918.

A meeting of the Executive Committee of the Board of Regents was held in the President's office, Monday, February 18, 1918, at ten o'clock.

Present: Regent Snyder, Chairman pro tem; Regents Burton, Partridge, and Schulz.

Voted to accept the following resignations:

University

E. O. Dieterich, Instructor in Physics, effective February 18, 1918.

Henry Johansen, Machinist in Experimental Engineering, effective January 26, 1918.

Charles Faimen, Technician in Department of Pathology, effective January 9, 1918.

Effie Lukens, Stenographer in University High School, effective January 21, 1918.

Alma Holstrom, Secretary to the Comptroller, effective February 1, 1918.

Edna F. Busse, Assistant Pay-roll Clerk, effective January 20, 1918.

Agriculture

O. M. Kiser, Instructor in Northwest School of Agriculture, effective February 15, 1918.

Amy Sjoblom, Stenographer in Dean Thatcher's Office, effective February 1, 1918.

Olga Axness, Clerk in Division of Research in Agricultural Economics, effective February 10, 1918.

W. H. Bender, Associate Professor of Agricultural Education, effective February 21, 1918.

Voted to approve the following appointments:

University

A. W. Olmstead, Instructor in Public Speaking for the second semester of the year 1917-18 at \$800 for the semester.

Elizabeth Pierce, as Instructor in School for Nurses beginning February 1, 1918, at a salary of \$100 per month.

Christian O. Valeboe, as Machinist in Experimental Engineering, beginning February 6, 1918, at \$95 per month.

E. H. Chapman, as Assistant in Practice in the Law School beginning January 15, 1918, at \$100 for the period.

H. G. Overholt as Instructor in Civil Engineering beginning February 18, 1918, at \$60 per month.

Anna Kovarik as Secretary in the Department of Medicine beginning February 25, 1918, at \$75 per month.

Mrs. E. G. Hickey as Stenographer in the University High School beginning January 21, 1918, at \$55 per month.

Professor John Hemenway as Teaching Fellow in the Department of Physics for the second semester of the year 1917-18, at the rate of \$600 for the school year.

Edward M. Egan as Service Man in the Office of Assistant Dean of Medical School, beginning January 22, 1918, at \$12.50 per month.

Wm. Harris as Service Man in Department of Pathology beginning January 12, 1918, at \$35 per month.

Kennett Hinks as Student Helper in Department of Economics beginning January 15, 1918, at the rate of \$225 per year.

S. W. Alvord to collect fees in General Extension Division for the second semester at a compensation of \$15 for the semester.

Russell W. Morse as Technician in the Department of Medicine beginning February 1, 1918, at \$15 per month.

Donovan Lawrence as Service Man in the Department of Anatomy beginning January 25, 1918, at \$35 per month.

Ralph K. Viles as Assistant in Electrical Engineering for the period of February 1, to June 15, 1918, at \$20 per month and remission of fees for second semester.

Boyd Phelps as Assistant in Electrical Engineering for the period of February 1, to June 15, 1918, at \$20 per month and remission of fees for the second semester.

F. A. Burningham as Assistant in Glass Blowing in School of Chemistry for the second semester at \$175 for the semester.

C. E. Greenlaw as Student Helper in School of Chemistry for the second semester at \$90 for the semester.

R. L. J. Kennedy as Laboratory Helper in Department of Physiology, February 1 to June 30, 1918, at \$10 per month.

Ruth Field as Laboratory Helper in Department of Pathology, February 1 to June 30, 1918, at \$10 per month.

C. G. Arvidson as Laboratory Helper in Department of Physiology, February 1 to June 30, 1918, at \$15 per month.

John L. Mills as Laboratory Helper in Department of Physiology, February 1 to June 30, 1918, at \$15 per month.

Mrs. Willard E. Hotchkiss, Special Lecturer in the Courses in Food Conservation to be given during the second semester in the College of Science, Literature, and the Arts, at \$100 for the semester.

Agriculture

A. M. Field, as Assistant Professor of Agricultural Education from February 1, 1918, to July 31, 1918, at \$2,200 per year.

B. M. Gile as Assistant Professor of Agricultural Education from February 1, 1918, to July 31, 1918, at \$2,200 per year.

Percy B. Barker as Instructor in Agricultural Education from February 1, 1918, to July 31, 1918, at \$1,200 per year for part time service.

W. P. Dyer as Instructor in Agricultural Education from February 18 to July 31, 1918, at \$1,300 per year.

John V. Ankeney as Instructor in Agricultural Education from February 1, 1918, to July 31, 1918, at \$400 for half time service.

Thorvald S. Hansen to fill Mr. G. H. Wiggin's place as Assistant Superintendent at Cloquet Forestry Experiment Station, from February 5, 1918, to August 1, 1918, at \$85 per month.

Georgia Durkin as Laboratory Assistant in the Division of Soils at \$75 per month from March 1 to July 31, 1918.

F. A. Krantz as Field Assistant in Horticulture from February 15, 1918, to June 10, 1918, at \$40 per month.

Rudolph Hultkrans as Post Office Assistant, beginning January 9, 1918, at \$50 per month to be raised to \$55 per month April 1, if satisfactory.

John W. Bushnell as Assistant in Horticulture, from February 1, 1918, to June 20, 1918, at \$50 per month.

Mark A. McCarty as Assistant Instructor in Animal Husbandry, from January 10, 1918, to end of School term, at \$50 per month.

Anna M. Kludt as Stenographer in Dean's Office beginning January 28, 1918, at \$50 per month.

Florence Perkins as Stenographer in Plant Pathology from January 28, 1918, to April 15, 1918, at \$50 per month.

Martin Reiling as truck driver from January 21, 1918, to April 10, 1918, at \$60 per month.

Minnie Anderson as Clerk in Department of Animal Industry beginning January 24, 1918, at \$.25 per hour.

Joseph Kalash as Assistant Instructor in Animal Husbandry, beginning November 5, 1917, at \$.25 per hour.

Irene A. Hedin as Loan Desk Assistant in Library beginning February 1, 1918, at \$50 per month.

Sylvia Campiglia as Assistant Professor of Textiles and Clothing from February 1, 1918, to August 1, 1918, with a salary of \$850 for the period.

Greta Gray as Assistant Professor of Foods and Cookery from February 1 to August 1, 1918, at \$800 for the period.

I. D. Charlton, at present under appointment in Agricultural Engineering, as Acting Chief of the Division of Agricultural Engineering at \$2,200 per year beginning January 15, 1918.

Voted to approve the following salary adjustments:

University

Verner Welander as Service Man in Medical School, hitherto on part time service, to be given a full time service position at \$35 per month.

Prof. Richard Burton, Department of English, appointment changed from an academic year basis to first semester with salary adjustment from \$1,750 to \$2,000 for the first semester, discontinuing the four weeks' leave of absence with pay and granting

him leave of absence without pay for the second semester of each year, beginning August 1, 1918.

Miss Ruth Telleen, Secretary to Dean Nicholson to be made Secretary and Assistant to the Dean of Student Affairs with salary increased to \$1,200 per year beginning with the second semester of 1917-18.

Louis Hougaard, Millwright in School of Mines, to receive increase in salary from \$85 to \$90 per month, beginning February 1, 1918.

A. M. Hirscher, Student Helper in Pharmacy, from \$45 to \$60 per month, beginning February 15, 1918, with reduction of scholastic work and increase in service time.

Miss Nettie Thornquist, Stenographer in the Department of Anatomy, from \$62.50 to \$67.50 a month from February 1 to August 1, with further increase to \$70 after August 1, 1918.

Miss Florence Currie to be Acting Head of the Catalog Department in Library during the absence of Miss Goss, with salary increased from \$1,100 to \$1,300 beginning April 1, 1918.

Sylvia Breuer, Service Woman in the Department of Pathology, from \$30 to \$40 per month, beginning February 1, 1918.

Elvin Berge, Service Man in the Department of Pathology from \$35 to \$40 per month beginning February 1, 1918.

Miss Henriette Reed, Stenographer in Extension Division from \$50 to \$55 per month beginning February 1, 1918.

Wesley Bartlett to be advanced to Assistant at the Loan Desk in the Library with increase from \$40 to \$50 per month, beginning January 1, 1918.

E. D. Anderson, Assistant in Physiology, to be increased by \$15 a month from February 1, 1918, to June 30, 1918.

C. C. Gault, Assistant in Physiology, to be increased by \$10 a month from February 1, 1918, to June 30, 1918.

Agriculture

Miss Mildred Weigley to be continued Acting Chief of the Division of Home Economics with the present increase in salary of \$50 per month during Miss Berry's extended leave of absence.

Miss Cora Paulsberg, Accountant at Crookston, to \$1,200 per year beginning February 1, 1918.

Miss May Erickson, Storekeeper, from \$80 to \$90 a month beginning February 1, 1918.

J. C. Hagan, Division of Bee-keeping to be increased \$25 per month, because of extra work during the absence of Professor Jager.

Voted to approve the following promotions:

John T. Tate, Assistant Professor of Physics, to Associate Professor, with salary of \$2,250, beginning August 1, 1918, and increase to \$2,500 beginning August 1, 1920, and to \$2,750 beginning August 1, 1922.

F. W. Bliss, Instructor in Chemistry, to Assistant Professor, at \$1,800 per year, beginning with the second semester of the year 1917-18.

Miss Lillian Cohen, Instructor in Chemistry, to Assistant Professor, with a salary of \$1,800 per year, beginning with the second semester of the year 1917-18.

Elvin Berge, Service Man in the Medical School, to Technician, without increase in salary.

Mrs. E. O. Dieterich, Scholar in Department of Physics, to part-time Assistant at a salary of \$600 for the school year. Mrs. Dieterich also has an appointment as Assistant in the High School at \$600 per year.

Mrs. Barbara Lund promoted to full-time Assistant in Chemistry for the second semester at \$500 for the semester.

Voted to approve the following change of title:

Miss Winifred Ashby from Fellow on the Mayo Foundation to Teaching Fellow in Medicine for a period of six months beginning February 1, 1918, at a stipend of \$62.50 per month.

Voted to approve the following trips outside the state:

Professor J. P. Wentling to go to Madison, Wisconsin, to collect specimens of wood for laboratory work. Expense of \$30 to be charged to Budget 115.

Miss Katherine Ball to attend the conference of the National Society for the promotion of Industrial Education in Philadelphia, February 21 to 23, and to spend some time in Chicago, New York, and Boston, to study vocational courses of training offered in those cities. Expense of \$100 to be charged to Item 141, a vacant teaching fellowship in Physics.

Mr. R. Adams Dutcher to attend the meeting of the American Society of Milling and Baking Technology and American Association of Cereal Chemists in Chicago from February 14 to 18. Expense of \$40 to be charged to Budget 94.

Professor A. V. Storm to attend the National Society for the Promotion of Industrial Education and Superintendents' Section of the N. E. A. in Philadelphia and Atlantic City, from February 21 to 23, and February 25 to March 2, 1918. Expense of \$140 to be charged to Smith-Hughes; money to be advanced by the University and later repaid by Federal Government. Budget not yet assigned.

Dr. E. C. Stakman to attend Wheat Rust Conference at Chicago and Washington the week of February 17. Expense of \$100 to be charged to Budget 123.

Dean E. M. Freeman to attend Wheat Rust Conference at Chicago and Washington the week of February 17. Expense of \$100 to be charged to Budget 123.

Voted to approve the following leaves of absence:

University

Professor M. E. Haggerty, College of Education, to accept appointment as Major for duration of the war, the difference between his regular and government salaries to be paid by the University.

Mr. F. W. Bliss, Instructor in Chemistry, for war service in the Signal Corps, beginning February 18, 1918.

Mr. Henry T. Moore, Assistant Professor in Psychology, for psychological war service, beginning February 18, 1918, the difference between his regular and government salaries to be paid by the University.

Dr. F. G. Blake, Assistant Professor of Medicine, for war service, beginning February 15, 1918, the difference between his regular and government salaries to be paid by the University.

F. P. Leavenworth, Professor of Astronomy, for the second semester of 1917-18, to give course of study in Navigation for the Nautical School conducted by the Shipping Board at Duluth, the difference between government and regular salaries to be paid by the University.

W. S. Miller, Principal of the University High School, for war service, the difference between government and regular salaries to be paid by the University.

R. B. Oshier, of the Extension Division, for Red Cross work for an indefinite period, with regular salary.

Dr. James Davies, Assistant Professor of German, for lecture work in the East during the week February 16 to 23, with regular salary.

Miss Edna Goss, Head Cataloger in the Library, on sick leave with pay for March and without pay after April 1, 1918.

Agriculture

Miss Josephine Berry, Division of Home Economics, extension of leave to August 1, 1918, without pay.

Dr. W. D. Vaffear, Research Assistant in Fruit Breeding, for service in the Medical Corps of the National Army, with salary adjustment to make the difference between government and University salaries.

Mrs. Elsie Martin, Assistant in the Library, on sick leave for one year without pay, beginning February 1, 1918.

Voted to look with favor upon the plan of training one thousand enlisted men in vocational education in the College of Engineering and the Department of Agriculture, and the President was requested to ascertain from the State Fair Board the possibility of using some of their buildings for sleeping purposes.

Voted to approve the policy of establishing training courses for teachers in trades and industries under the privileges of the Smith-Hughes Bill and the question of providing additional funds in the sum of \$4,500 to carry on the work for the next fiscal year was referred to the President and the Comptroller.

Voted to approve the plan of establishing a minimum and a maximum salary for instructors in the College of Science, Literature, and the Arts with advancement as

justified by experience in teaching or other special qualifications, the plan to receive further consideration and the effect upon the budget to be determined.

The Committee considered the question of adjustment of salaries under the report of the committee on the interpretation of salary rules approved by the Board of Regents January 18, 1918, and it was considered that the adjustments were in keeping with the resolution adopted July 12, 1916, in which the minutes of appointments to the instructional staff were amended to read: "for the academic year."

Voted to approve the establishment of courses in Food Conservation in the College of Science, Literature, and the Arts.

Voted to approve the loan of an Alden Dynamometer, the property of the Engineering Department, to the Dunwoody Institute for military purposes.

Voted to accept, with appreciation from the Engineers' Club of Minneapolis, the gift of the Club's library, consisting of a number of engineering books of considerable value, to the College of Engineering and Architecture.

Voted to accept, with appreciation, from the Faculty Women's Club the furniture, linen, and belongings in Northrop, Folwell, Loring, and Winchell cottages.

Voted to approve the establishment of a fee of \$5 for course in Military Signaling for men not registered as students of the University.

A request from the janitors for an adjustment of employment to a nine hour day for nine months and an eight hour day for the three summer months was considered, but on account of lack of funds was denied.

Correspondence with reference to a proposed lease of land known as the Dibble Tract for peat investigation was presented and the President of the Board was authorized to execute the lease if it met with his approval.

Voted to deny a request for an appropriation from reserve of \$500 for the purchase of lantern slides for the Extension Division.

Voted to approve an additional appropriation of \$100 from reserve for taking and tabulating mental tests.

Voted to grant Professor Meyer of the College of Engineering permission to engage in experimental work

in water power development along the international boundary.

Inasmuch as Dr. J. A. Quinn declined to accept the proposed lease of the "Quinn Land" for three years at \$700 per year as authorized, and inasmuch as the present lease expires March 1, 1918, and approximately twenty-five acres of winter crops are in, it was voted to approve the execution of a lease for the present crop year expiring October 1, 1918, at \$700.

Voted to establish the chairmanship plan of administration in the Department of English, College of Science, Literature, and the Arts.

Voted to grant degrees of B.S. and M.D. to H. M. Knudtson.

Voted, in view of the stipulations in regard to the scholarship and other considerations, to decline the offer of a scholarship from the National Society of Broader Education.

Voted to accept, with appreciation, the gift of a horse to the Department of Agriculture by Dr. George E. Vincent.

Voted to approve the establishment of concentration courses in the College of Agriculture.

Whereas, Dr. William A. Riley, newly appointed chief of the Division of Entomology, has arranged to spend the month of February in organizing the work in his department, it was voted to approve a voucher in the sum of \$91.67, in addition to the regular salary, to defray expenses from Ithaca, New York, and return.

A delegation, representing organized labor, organized farmers, voters and tax payers, appeared before the Board and submitted a form of petition for the removal of Professor E. Dana Durand. The delegation was given a hearing and the matter taken under advisement.

Voted to approve the following student loans:

Gilfillan Trust Fund

Myer G. Gordon.....	\$150.00	Leo. A. Daum.....	\$150.00
Helen J. Stanton.....	100.00	Guy McEnelly.....	65.00
Virgil Kirkpatrick.....	75.00	Wm. L. Medalie.....	125.00
Mark Slabodnik.....	150.00	Richard S. Rogers.....	75.00
S. G. Williams.....	86.50	Curtis Shaw.....	60.00
R. S. Gutsell.....	200.00	E. Hildegard Swenson	100.00
Chas. E. Snyder.....	100.00	Arthur E. Lucian.....	100.00
Lucius Badger, Jr.	125.00	Josephine F. Lord.....	100.00

F. W. Hotchkiss.....	100.00	Mabel E. Parker.....	100.00
John W. Nelson.....	76.00	Vernon D. Smith.....	200.00
Helen Kingstedt	100.00	Elmer C. Lundquist....	150.00

Ludden Real Estate Loan Fund

David J. Deneen.....	\$ 75.00	Joseph A. Struett.....	\$ 60.00
Julius J. Heimark.....	200.00	Lloyd O. Anderson....	100.00
Lester R. Peel.....	75.00	H. Hortense Estabrooke	97.00
Roscoe L. Finnegan....	75.00	Miles E. Lawler.....	200.00
George J. Dwire.....	76.00	Ralph Paine	88.50
Clarence J. Iverson....	75.00	L. F. McKenzie.....	100.00
R. A. Langenbacher....	50.00	Warren L. Hanna.....	95.00
Alfred B. Greene.....	50.00	Paul M. Gamble.....	100.00

Ludden Trust Fund

Edward L. Hopkins....	\$100.00	Carl Carlson.....	\$ 40.00
Charles Auburg.....	75.00		

Voted to approve old bills as per list filed Supplement to the Minutes, page 131.

Voted to adjourn.

G. H. HAYES,
Secretary