

The University of Minnesota**BUILDINGS AND GROUNDS COMMITTEE****MINUTES****November 12, 1919**

A meeting of the Buildings and Grounds Committee of the Board of Regents was held at the Minnesota Club, St. Paul, Wednesday, November 12, 1919, at three o'clock.

Present: Regent Partridge, chairman; Regents Burton, Rice, Sommers, and Williams, M. M. Others than members present: State Architect C. H. Johnston, Professor J. H. Forsythe, and Comptroller G. H. Hayes.

Voted to approve the present plan of employing a faculty member of the Department of Architecture of the University as consulting architect for the University in connection with the comprehensive building plan and other major building propositions on the several campuses of the University.

Voted to appoint Architect C. H. Johnston, Professor J. H. Forsythe, and Comptroller G. H. Hayes a committee to formulate an outline for the working plan, the same to be submitted to this committee for approval.

The committee discussed the present high building cost with Architect Johnston and it was

Voted, that inasmuch as there is little, if any, prospect of prices being reduced, to proceed with the erection of the Storehouse and the Administration Building.

Voted to request the President to communicate with the Federal Government, explain that the University would have available next year \$150,000 for the erection of a mines experiment building in accordance with the agreement establishing the Lake Superior Station, United States Bureau of Mines, but that the high cost of construction will not permit the erection of a suitable building, and ascertain if a postponement will not be consented to.

It was voted to include the Electrical Building and one dormitory as the next buildings to be erected.

Voted to authorize the employment of a landscape engineer to make an accurate topographical survey of the campus and in collaboration with the consulting architect and other officials of the University to prepare a revised plan for the Mall and the development of the campus.

It was voted further that the proposed plan for the development of the campus would be submitted to Architect Johnston for his criticism before the same was approved by this committee.

Voted to adjourn.

G. H. HAYES, *Acting Secretary*

The University of Minnesota
AGRICULTURAL COMMITTEE
MINUTES

November 13, 1919

A meeting of the Agricultural Committee was held in the President's office, Thursday, November 13, 1919, at eight-thirty o'clock.

Present: Regent Rice, chairman; Regents Burton, Glotfelter, McConnell, Sommers, Williams, J. G., and Williams, M. M.

Voted to accept the following resignations:

Martin Willmus, Foreman of the Dairy Barn, effective October 9, 1919.

E. A. Hanson, Assistant in Dairy Products, effective January 1, 1920.

Voted to approve the following appointments:

Nellie Flaningham as Home Demonstration Agent for Hennepin County from October 1, 1919, to June 30, 1920, at \$1,200 per year.

John O. Christianson as Instructor in Rhetoric in the Central School from November 1 to December 23, 1919, at \$1 per hour for twelve hours per week.

Mabel Willson as Instructor in Piano in the Central School from October 1, 1919, to April 1, 1920, at \$125 per month.

Elvira Winterer as Instructor in Violin in the Central School from October 1, 1919, to April 1, 1920, at \$35 per month.

B. U. Keinholtz as Instructor in Agronomy from November 1, 1919, to June 30, 1920, at \$100 per month.

Joseph J. Dobie as Instructor in Geometry in the Central School from October 8, 1919, to April 1, 1920, at \$12 per week.

David L. Peterson as Instructor in Poultry Husbandry at \$125 per month beginning October 15, 1919.

Harry T. Branigan as Foreman at Itasca from January 1 to June 30, 1920, at \$90 per month for full time, and \$30 per month for one-third time in January, February, and March, 1920, with house provided at the Station.

A. J. Kittelson as Assistant Leader in Boys' and Girls' Club work from November 1, 1919, to July 1, 1920, at \$41.67 per month.

A. C. Howe as Assistant Instructor and Band Leader at Crookston from October 10, 1919, to April 1, 1920, at \$30 per month.

Severin Rishoyd as Assistant Instructor of Farm Mechanics at Crookston from October 27 to December 19, 1919, and from January 5 to March 27, 1920, at \$6 per day.

Following Instructors in the Dairy Short Courses:

Albert Rasmussen, November 25 to 27 inclusive, \$10.

Samuel Jenkins, December 1 to 6 inclusive, \$50.

Ralph Craigo, November 24 to December 1, \$75.

Emil G. Oman, November 17 to December 1, \$75.

Axel Mejerton, November 17 to December 1, and February 1 to 15 inclusive, \$100.

Alex Johnson, January 5 to February 15 inclusive, \$150.

Paul J. Leach as Barn Foreman at \$100 per month beginning October 11, 1919.

John W. Bushnell as Assistant in Horticulture at \$20 per month from November 1, 1919, to July 1, 1920.

Fred Griffee as Graduate Assistant in Agronomy at \$30 per month from October 1, 1919, to June 30, 1920.

P. D. Strausbaugh as Graduate Assistant in Horticulture from October 1, 1919, to January 1, 1920, at \$50 per month.

Harry A. Hass as Student Assistant in Dairy Husbandry at \$27 per month beginning October 1, 1919.

Myron A. Loomis as Student Assistant in Dairy Husbandry at \$35 per month beginning October 1, 1919.

Walter Gamble as Student Assistant in Dairy Husbandry at \$38 per month beginning October 1, 1919.

Tina Gray as Assistant to the Nurse at \$45 per month beginning October 1, 1919.

Matilda Marshall as Statistician in Agronomy from November 1 to December 31, 1919, at \$100 per month.

Adella Perlth as Clerk in the Division of Soils from November 1 to December 31, 1919, at \$60 per month.

Helen Sif as Faculty Stenographer at Morris from October 16, 1919, to July 1, 1920, at \$75 per month.

Louise Barton as Clerk in the Secretary's office at \$60 per month beginning November 1, 1919.

Evelyn E. Fearseth as Clerk in Agricultural Economics at \$75 per month beginning October 1, 1919.

Arnold Hawkinson as Assistant Instructor in Physical Training from November 1, 1919, to March 31, 1920, at \$30 per month.

Nels M. Hanson as Gymnasium Attendant from October 1, 1919, to July 1, 1920, at \$55 per month.

Mrs. Louis Rambo as Gymnasium Attendant from October 1, 1919, to July 1, 1920, at \$30 per month.

Voted to approve the following salary adjustments:

A. J. Tupa to be given the title of Group Record Clerk instead of Secretary in the Animal Industry Group, with increase from \$1,320 to \$1,600 per year beginning November 1, 1919.

Dolly Prah, Stenographer in the Dairy Husbandry Division, from \$60 to \$65 per month beginning November 1, 1919.

Alice G. Hollis, transfer from position of Stenographer in Extension work to Clerk and Stenographer for the Home Economics Extension work with increase from \$70 to \$75 per month beginning November 1, 1919.

Olga Loe, Assistant in the Bookstore, from \$65 to \$70 per month beginning November 1, 1919.

Voted to approve the following leaves of absence:

W. P. Kirkwood, Professor of Journalism, sabbatical furlough from September 1, 1920, to September 1, 1921.

Lucy Ashenden, Clerk in the Secretary's office, from November 1, 1919, to end of year, without pay.

Voted to approve the following trips outside the state:

Joseph E. Jones, M. E. Dawson, P. A. Anderson, and W. H. Peters to Chicago, Illinois, November 25 to December 8, 1919, for the International Livestock Exposition. Expenses of \$40, \$64, \$60, and \$115 respectively, to be charged to Budget 160.

C. G. Selvig to Chicago, Illinois, December 1 to 5, 1919, for the International Livestock Exposition. Expenses of \$75 to be charged to Budget 490.

P. E. Miller to Chicago, Illinois, December 3 to 5, 1919, for the International Livestock Exposition. Expenses of \$75 to be charged to Budget 500.

W. L. Cavert to Chicago, Illinois, November 11 to 15, 1919, for Conference of Farm Management Demonstration Men. Expenses of \$60 to be charged to Budget 136.

W. V. Gousseff to Chicago, Illinois, December 1 to 5, 1919, for the International Livestock Exposition. Expenses of \$75 to be charged to Budget 490-C.

Voted to approve extension of time to the contractor in the construction of the dormitory at Morris.

It was agreed that the Farmers' Short Course at Morris should not be continued if it involved interruption of the regular school work, but that some plan, if possible, should be devised for conducting the course.

Voted to recommend an additional appropriation of \$1,900 from Reserve to meet the needs of increased enrollment in Rhetoric in the Department of Agriculture.

Voted to grant to Professor John T. Stewart leave of absence for the academic year 1919-20 on half salary with the understanding that his relationship with the University will cease at the expiration of this leave of absence.

It was recommended that the State Department of Agriculture be notified that the Board of Regents is favorable to the establishment of the laboratory testing

mill, provided that the terms can be agreed upon and that arrangements be made by a committee consisting of Regents Snyder, Butler, and J. G. Williams.

Voted that the Dean of the Department of Agriculture be requested to report to the Agricultural Committee at its next meeting, the possible curtailment of work at the Experiment Station in order to keep within the present budget.

Voted to approve the request of the Department of Agriculture to send a livestock exhibit to the International Livestock Exposition at Chicago, at an expense of approximately \$322.

Voted to refer the matter of sewer conditions at Morris to a committee consisting of Regents Snyder and Rice, with power to act.

The matter of an electric pole line across the farm at Waseca was referred to the Comptroller with power.

Voted to authorize the execution of a contract for the Anoka Sand Experimental Field.

The Comptroller reported that the Spooner lease at Morris had been executed.

Bids on the building of the superintendent's cottage at Waseca were presented and it was

Voted to refer the matter to Regent Glotfelter and Comptroller Hayes with power.

Voted to approve the requisition for three upright pianos for the Northwest School and Station at Crookston, chargeable to the Dining Hall Equipment Fund.

Voted to approve the requisition for six sets of premium ribbons for the West Central School of Agriculture Student Corn Show at Morris.

Voted to adjourn.

O. L. BUHR, *Secretary*

The University of Minnesota

BOARD OF REGENTS

MINUTES

November 13, 1919

A meeting of the Board of Regents was held in the President's office, Thursday, November 13, 1919, at ten o'clock.

Present: Regent Snyder, presiding; Regents Burnquist, Burton, Glotfelter, McConnell, Mayo, Partridge, Rice, Sommers, Williams, J. G., and Williams, M. M.

Voted to approve the minutes of the meeting of the Agricultural Committee of October 13, 1919, the minutes of the meeting of the Board of Regents of October 13, 1919, the minutes of the meeting of the Salaries Committee of October 17, 1919, and the minutes of the meeting of the Buildings and Grounds Committee of November 12, 1919.

Voted to approve the report of the Agricultural Committee of November 13, 1919.

Voted to approve the following budget amendments:

F. H. Steinmetz, Assistant Professor of Agronomy, from Class B to Class AH.

V. L. Haber, Assistant in Entomology from Class AH to Class CH, beginning October 1, 1919.

E. H. Ofstie, Machinist in Electrical Engineering, from Class A to Class D.

Voted that the resignation of Dr. F. H. Orton, Professor of Crown and Bridge Work, College of Dentistry, be not accepted.

Voted to accept the following resignations:

Dr. Frank S. Bissell, Assistant Professor of Roentgenology in the Medical School, effective October 15, 1919.

Faith Thompson, Teaching Assistant in Economic History, effective October 26, 1919.

Howard Mayberry, Teaching Fellow in Psychology, effective October 1, 1919.

Gladys Moriette, Assistant in German, effective October 23, 1919.

Mildred Hartsough, Assistant in History, effective October 1, 1919.

Voted to approve the following appointments:

Dr. Charles H. Mayo as Professor of Surgery, beginning November 1, 1919, without salary.

Dr. Percy A. Ward as Instructor in Experimental Therapeutics from November 1, 1919, to end of year, without salary.

Dr. A. M. Snell as Instructor in Medicine, beginning November 1, 1919, at \$100 per month.

Major Laurence T. Walker as Assistant Professor of Military Science and Tactics in charge of Coast Artillery, beginning October 15, 1919.

John G. Frayne as Instructor in Mathematics and Mechanics from November 1, 1919, to June 16, 1920, at \$1,666.67 for the period.

Edwin E. Clark as Instructor in Mathematics and Mechanics from October 24, 1919, to June 16, 1920, at \$1,550.

Raymond R. Herrmann as Instructor in Mathematics and Mechanics from October 15, 1919, to June 17, 1920, at \$2,100.

Charles Boehnlein as Instructor in Mathematics and Mechanics from October 10, 1919, to June 16, 1920, at \$1,700.

O. C. Edwards as Instructor in Mathematics and Mechanics at \$600 in addition to duties in Extension Division at \$2,400.

J. E. Finley as Instructor in Drawing from October 15, 1919, to June 16, 1920, at \$1,777.78.

E. W. Kibbey as Instructor in Drawing from November 1, 1919, to June 16, 1920, at \$1,666.66 for the period.

Orrin W. Potter as Instructor in Drawing from November 1, 1919, to June 16, 1920, at \$1,666.66 for the period.

Paul W. Rhame as Instructor in Shop Work for eight months, beginning October 15, 1919, at \$150 per month.

Dorothy Loyhed as Instructor in Rhetoric for the year beginning October 1, 1919, at \$1,333.30.

George Prudden as Instructor in Architecture from October 11, 1919, to June 16, 1920, at \$1,600.

R. R. Henry as Instructor in Dentistry at \$750 per year, beginning October 15, 1919.

T. P. Giddings as Lecturer in Public School Music for the year 1919-20 at \$800.

Rita G. Baker as Lecturer in Trade and Industrial Education from January 2 to April 1, 1920, at \$200.

B. W. Palmer as Instructor in Business Law in the Extension Division at \$150 per class per semester.

T. H. Sanders to prepare a Correspondence Course in Accounting at \$200.

Drs. C. A. Erdman and E. D. Brown as Physicians in the Health Service at \$60 per month for the year, beginning October 1, 1919.

B. J. Robertson as Assistant to the Director of the Experimental Engineering Laboratories from November 1, 1919, to June 16, 1920, at \$2,000 per year.

Raymond O. Filter as Teaching Fellow in Psychology from January 1 to July 1, 1920, at the rate of \$600.

Dorothy H. Brown as Teaching Fellow in Psychology for the year, beginning October 15, 1919, at \$600.

Frank N. Knapp as Teaching Fellow in Ophthalmology and Oto-Laryngology beginning July 1, 1919.

Angus L. Cameron as Fellow in Surgery at \$750 per year, beginning November 11, 1919.

Anna Cherry as Teaching Fellow in Romance Languages for the year, beginning October 15, 1919, at \$600.

Florence Schwarz as Scholar in German from October 23, 1919, to July 1, 1920, at \$225 and remission of fees.

Mrs. Lois Campbell Pelz as Scholar in Psychology for the year 1919-20 at \$225.

Edolph A. Larson as Assistant in Chemistry at \$500 for the year 1919-20.

Raymond Winslow as Assistant in Chemistry from November 1, 1919, to June 30, 1920, at the rate of \$250.

A. O. Olson as Assistant in Chemistry for the year 1919-20 at \$500.

F. J. Heck as full-time Assistant in Chemistry, beginning October 1, 1919, at \$1,000.

John Daly as Assistant in the Chemistry Stockroom from October 1, 1919, to June 30, 1920, at \$60 per month.

Robert Bishop as Assistant in the Chemistry Stockroom from October 18, 1919, to June 30, 1920, at \$60 per month.

Clifford Rude as Assistant in the Chemistry Stockroom from October 18, 1919, to June 30, 1920, at \$60 per month.

O. F. Kuhlman as Assistant in German for nine months, beginning October 1, 1919, at \$1,200.

J. M. Rysgaard as Assistant in Physics for the fall quarter of 1919-20 at \$140.

Carl E. Johnson as Assistant in Architecture at \$60 per month, beginning October 16, 1919.

F. J. Kucera as Assistant under the Interdepartmental Social Hygiene Board from October 1, 1919, to July 1, 1920, at \$41.66 per month.

Victor Carlson as Mines Experiment Station Assistant at \$60 per month, beginning October 13, 1919.

Carl Peterson as Assistant in Pattern Shop at \$120 per month from October 15, 1919, to June 16, 1920.

E. O. Unger as Assistant in Shop Work at \$150 per month for eight months, beginning October 15, 1919.

John A. Widing as Assistant in Foundry Practice at \$120 per month for eight months, beginning October 15, 1919.

Drs. A. E. Lange and R. Morse as Assistants in the Health Service at \$60 per month, beginning November 1, 1919.

Merrill C. Hart as Chemist Assistant under the Interdepartmental Social Hygiene Board at \$200 per month, beginning November 4, 1919.

Dr. John C. Koch as Assistant in Medicine, beginning November 1, 1919, without salary.

Dr. Frank W. Whitmore as Assistant in Medicine, beginning November 1, 1919, without salary.

Dr. Thomas Ziskin as Assistant in Medicine, beginning November 1, 1919, without salary.

Dr. John D. Geissinger as Assistant in Pediatrics, beginning November 1, 1919, without salary.

Dr. H. W. Wynne as Assistant in Obstetrics and Gynecology, beginning November 1, 1919, without salary.

Dr. A. L. Thomas as Assistant in Dentistry at \$400 for eight months, beginning November 1, 1919.

Rudolph Grahn as Photographic Technician in Dentistry at \$120 for eight months, beginning November 1, 1919.

Rose Bugenstein as Record Clerk in Dentistry at \$60 per month, beginning November 1, 1919.

Evan Holway as Student Librarian in Dentistry at \$25 per month, beginning November 1, 1919.

Myrtle Lineer as Nurse in Dentistry at \$60 per month, beginning November 6, 1919.

Kathleen Graham as Clerk in Dentistry at \$60 per month, beginning October 1, 1919.

J. M. Snesrud as Assistant in Educational Psychology from November 10, 1919, to June 15, 1920, at \$150.

W. C. Olson as Assistant in Educational Psychology from November 10, 1919, to June 15, 1920, at \$150.

Axelia Sellin as Student Helper in Scandinavian Languages for the year, beginning November 1, 1919, at \$150.

Charles T. Wangenstein as Student Helper in Political Science at \$225 for nine months, beginning October 1, 1919.

Harold R. King and Rudolph Malmstrom as Student Helpers in Accounting for the year 1919-20 at \$225.

Frank Plut as Student Helper in Physics for the fall quarter at \$80.

Frank C. Kracek as Student Helper in Physics for the fall quarter at \$80.

Margaret Graham as Technician in the Laboratory of Nervous and Mental Diseases at \$75 per month, beginning November 3, 1919.

Mrs. A. L. Merhoff as Secretary in Educational Psychology, beginning October 24, 1919, at \$65 per month.

Margaret H. Barnard as Stenographer and Clerk for the History Department at \$90 per month, beginning October 20, 1919.

Teresa Fitzgerald as Secretary to the Registrar at \$90 per month, beginning November 1, 1919.

Adelaide Woolsey as Clerk in the Registrar's office at \$65 per month, beginning November 1, 1919.

Dorothy Ryan as Clerk in the Registrar's office at \$65 per month, beginning November 1, 1919.

Lucy Goodvin as Central Bureau Clerk in the Registrar's office, at \$60 per month, beginning November 1, 1919.

Jennie Williams as Clerk in the Registrar's office at \$60 per month, beginning November 1, 1919.

Mrs. Martha A. Dooley as Stenographer in the Service Department at \$75 per month, beginning October 20, 1919.

Margaret Schmit as Stenographer in Engineering at \$55 per month, beginning October 20, 1919.

Malinda Lembke as Clerk in Dean Nicholson's office at \$60 per month, beginning October 1, 1919.

Emma Ostlund as Stenographer in the Extension Division at \$65 per month, beginning October 10, 1919.

Alma Gisvold as Stenographer in the Extension Division at \$65 per month, beginning November 5, 1919.

Elizabeth Melrose as Assistant at the Loan Desk in the Library at \$720 per year, beginning October 20, 1919.

T. F. Neils as Assistant in the Law Library at \$65 for the year 1919-20.

P. G. H. Jarvis as Page in the Law Library at \$125 for the year.

C. A. Johnson as Clerk of the Practice Court at \$65 for the year.

Oliver Skalbeck as Office Boy in the Extension Division at \$15 per month, beginning October 15, 1919.

James Daley as Toolroom Assistant in Mechanical Engineering from October 1, 1919, to June 30, 1920, at \$500.

Edward Kampa as Service Man in Medicine at \$15 per month, beginning October 6, 1919.

Pearl McIver as Nurse in the Outpatient Department at \$60 per month, beginning October 15, 1919.

Following appointments on the Breast Feeding Investigation Bureau:

Mathilda Carlson, Nurse at \$125 per month, beginning October 1, 1919.

Elizabeth Salt, Social Worker at \$45 per month, beginning June 28, 1919.

Kathryn Vind, Stenographer, at \$75 per month, beginning August 1, 1919.

Anna Kennedy, Nurse at \$80 per month, beginning March 1, 1919.

Bessie Kenney, Nurse at \$125 per month, beginning October 1, 1919.

Ella M. Smitka as Surgical Nurse at Elliot Hospital at \$65 per month, beginning October 1, 1919.

Agnes Vollbrecht as Obstetrical Nurse at Elliot Hospital at \$65 per month, beginning October 1, 1919.

Agnes Fleming as Pediatrics Nurse in Elliot Hospital at \$75 per month, beginning October 1, 1919.

Caroline Schwarg as Night Supervisor in Elliot Hospital at \$75 per month, beginning October 1, 1919.

Arne Herwick as Hardware Clerk in the Storehouse at \$85 per month, beginning October 1, 1919.

Jennie Siebold as Nurse in the Health Service at \$75 per month, beginning October 1, 1919.

W. H. Hagen as Student Assistant in Dentistry for eight months, beginning October 1, 1919, at \$25 per month.

Voted to approve the following promotions :

Dr. A. C. Strachauer from Associate Professor to Professor, with appointment as Chief of the Department of Surgery, beginning November 1, 1919, salary to remain \$4,000 for this year, but increased to \$5,000 for the next fiscal year.

Dr. William R. Murray from Associate Professor to Professor with appointment as Chief of the Department of Ophthalmology and Oto-Laryngology on part time service at the present salary, beginning November 1, 1919.

Dr. E. E. MacGibbon from Instructor in Dentistry at \$600 to Assistant Professor at \$750 for the year 1919-20.

Paul Kramer from Teaching Fellow in Romance Languages at \$600 to Instructor at \$1,500, beginning October 15, 1919.

Edna Sontag from Teaching Fellow in Botany at \$600 to full time Assistant at \$1,000, beginning November 1, 1919.

B. A. Leopard from Scholar to Assistant in Animal Biology, salary adjustment already made.

Esther Hendrickson from Scholar in German at \$225 to Assistant at \$300, beginning October 23, 1919.

Voted to approve the following salary adjustments :

W. F. Lasby, Professor of Dentistry, to receive \$666.64 additional for extra work.

C. F. Otto, Assistant Professor of Dentistry, to receive \$450 additional for extra work.

V. T. Nylander, Instructor in Dentistry, to receive \$355.52 additional for extra work.

F. B. Kingsbury, Assistant Professor of Physiology, from A to AH appointment at \$2,100 per year, beginning October 1, 1919.

Gustave van Roosbroeck, Instructor in Romance Languages, from \$1,700 to \$2,000 per year, beginning October 15, 1919.

Donald Ferguson, Assistant Professor of Music, to be paid \$24 for a continuation course given in August.

Gilbert J. Thomas, Instructor in Surgery, to receive \$300 a year, beginning November 1, 1919.

E. B. Pierce, Registrar, from \$3,750 to \$4,250 per year, beginning November 1, 1919.

W. L. Harris, Assistant Registrar, from \$2,200 to \$2,700 for the rest of this year, beginning November 1, 1919, with \$3,000 per year, beginning July 1, 1920.

Louise Leonard, Teaching Fellow in History, from \$600 to \$750 per year, beginning October 1, 1919.

Corinne Plouf, Social Worker in the Medical School, from \$65 to \$75 per month, beginning October 16, 1919.

Lucile Kranz, Assistant in Chemistry, from \$500 to \$666.67 for the year.

R. K. Carleton and Max Latshaw, Assistants in Chemistry, from \$500 to \$722.19 each for the year.

Anton J. Hirsch, Preparator in Animal Biology, from \$1,350 to \$1,550 per year, beginning October 1, 1919.

Jeness Richardson, Taxidermist in the Museum, from \$150 to a maximum of \$200 per month.

P. P. Phillips, Budget Clerk, from \$125 to \$150 per month, beginning November 1, 1919.

James North, Dispensing Room Helper in Chemistry, from \$60 to \$75 per month, beginning October 1, 1919.

Lynne G. Worth, Cataloger in the Library, from \$1,000 to \$1,200 per year, beginning December 1, 1919.

Edna Roskilly, Stenographer in Engineering, from \$50 to \$60 per month, beginning October 1, 1919.

Loretto Mergens, Stenographer in Dentistry, from \$65 to \$70 per month, beginning October 1, 1919.

Beatrice Olson, Stenographer in the Medical School, from \$60 to \$75 per month, beginning October 1, 1919.

Hilda G. Blair, Assistant in the Service Department, from \$75 to \$80 per month, beginning November 1, 1919.

Viola Helke, Stenographer in the Extension Division, from \$65 to \$70 per month, beginning December 1, 1919.

Ethel Colburn, Stenographer in the Extension Division, from \$70 to \$75 per month, beginning December 1, 1919.

Thekla Rosing, Mimeograph Operator, from \$80 to \$90 per month, beginning October 1, 1919.

John W. Burke, Service Man in Medicine, from \$90 to \$95 per month, beginning November 1, 1919.

Gertrude Ryan, Telephone Operator, from \$65 to \$70 per month, beginning November 1, 1919.

Winifred Duffy, Telephone Operator, from \$60 to \$65 per month, beginning November 1, 1919.

Edith Hermann, Telephone Operator, from \$55 to \$60 per month, beginning November 1, 1919.

Lillian Garrity, Telephone Operator, from \$55 to \$60 per month, beginning November 1, 1919.

Voted to approve the following leave of absence:

Antoinette Goetz, Classifier in the Library, leave from December 1, 1919, to April 1, 1920, without pay, on account of ill health.

Voted to approve the following trips outside the state:

President M. L. Burton to New York City on November 19, 1919, to attend the annual meeting of the Carnegie Foundation, without expense to the University.

Dean L. W. Jones to attend the meeting of the American Association of Agricultural Colleges and Experiment Stations in Chicago, November 12 to 14, 1919. Expenses of \$60 to be charged to Budget 95.

Dean W. R. Appleby to attend the meeting of the American Mining Congress at St. Louis, Missouri, November 17 to 21, 1919. Expenses of \$125 to be charged to Budget 239. Peter Christianson to act as alternate in case Dean Appleby can not attend.

G. H. Hayes and C. E. Griswold to attend a meeting of the Association of Business Officers of Universities and Colleges of the Middle West, at Chicago, November 13 to 15, 1919. Expenses of \$65 each to be charged to Budget 51.

W. P. Dyer to attend the meeting of the Smith-Hughes Instructors in Agriculture and Agricultural Education at Chicago, November 11 to 14, 1919. Expenses of \$65 to be charged to Budget 259.

A. F. Payne to attend a conference of specialists engaged in preparing teachers of industrial education and the manual arts at Cincinnati, Ohio, December 4 to 6, 1919. Expenses of \$80 to be charged to Budget 256.

Voted to increase the fees for tuition at the University in accordance with the following schedule:

	Resident Fees		Non-Resident Fees	
	Present	Proposed	Present	Proposed
Medicine	\$50	\$60	\$50	\$70
Dentistry, first year.....	33	60	33	70
Later years	60	60	60	70
Engineering and Architecture	20	30	20	40
Chemistry	18	30	18	40
Mines	18	30	18	40
Pharmacy	18	30	18	40
Law	22	30	22	40
Business	20	30	20	40
Science, Literature, and Arts..	14	20	28	30
Agriculture, Forestry, and Home Economics	14	20	28	30
Education	14	20	28	30
Graduate	10	10	10	10

Voted further, that the University in presenting its biennial budget to the next Legislature, explain the increase of fees that had been made and the necessity for doing this in order to meet the expenses of the biennium; that the University express its willingness to reduce the fees again to the present level and refund the increase to the students provided the Legislature will furnish special appropriations for such purposes.

Voted that the relation of Dr. L. G. Rowntree to the University be referred to a committee consisting of the President of the Board, the President of the University, and the Chairman of the Salaries Committee.

The President presented various figures and statements with reference to the salaries of faculty members at Michigan and Princeton. No action was taken.

Voted to approve the request of the Bureau of Education for the establishment of a research station at the University of Minnesota.

Proposals of the University Bureau of Research in Government were presented in full and it was the opinion of the Board that investigations and discussions of this Bureau should not involve the University in any political controversy.

Voted to approve the appointment of certain members of the faculty of the School of Business for work in the College of Science, Literature, and the Arts, and the appointment of members of the Science, Literature, and Arts faculty for work in the School of Business.

A communication from Dr. T. B. Hartzell was read to the Board. No action was taken.

Voted to replace in the statement of the per diem plan at the Elliot Hospital, the words "property or" which were omitted in a previous action.

Voted to appoint Judge C. J. Rockwood as special attorney for the Board of Regents in accordance with the following resolution:

Whereas, it is desirable to institute legal proceedings to perfect the title to the University Campus and

Whereas, Judge C. J. Rockwood has handled previous proceedings and is thoroughly familiar with the situation, it is

Resolved, to request the Attorney General, in accordance with Section 105, General Statutes of 1913, to appoint Judge C. J. Rockwood special attorney for the Board of Regents and to fix his compensation which is to be paid from University funds.

Voted to approve the following resolution with reference to bond for Government stores:

Resolved, that G. H. Hayes, Comptroller of the University of Minnesota, be and hereby is, authorized to execute for, in behalf of and in the name of the University of Minnesota, a bond in the penal sum of \$125,000, to the United States of America, to cover the issue of arms, uniforms, and other equipment to the University of Minnesota R.O.T.C. It is hereby agreed and understood that this new bond for \$125,000 is to be in addition to the bond for \$200,000 approved by the Judge Advocate General of the Army July 5, 1919, but which, we are advised, is insufficient to cover the value of clothing requisitioned.

Voted to approve the following distribution of the University Revolving Fund:

University of Minnesota Revolving Fund.....	\$25,740
Elliot Hospital Contingent Fund.....	1,000
Department of Agriculture Contingent Fund.....	5,000
Morris Contingent Fund	500

Crookston Contingent Fund.....	500
Grand Rapids Contingent Fund.....	300
Duluth Contingent Fund.....	300
Waseca Contingent Fund.....	200
Fruit Farm Contingent Fund.....	200
Forestry Stations Contingent Fund.....	200
Postoffice Contingent Fund.....	10
Medical School Contingent Fund.....	25
Health Bureau Contingent Fund.....	25
General Extension Contingent Fund.....	6,000
	\$40,000

Voted to refer to the Comptroller the suggestion regarding the "Presidents' Lawn."

Voted to approve the recommendation of the Administrative Board of the Medical School that the registration for the entering class of 1920-21 be limited to 90, and that for the succeeding years it be limited to 80.

Voted to approve a special course in stationary engineering for disabled soldiers.

Voted to appoint Dr. L. G. Rowntree as delegate to the United States Pharmacopoeial Convention in Washington, D. C., May 11, 1920.

Voted to appropriate \$1,500 for a conference of school superintendents and a series of lectures to be delivered by President Suzzallo in the College of Education in the spring of 1920.

Voted to decline the offer of the American Federation of Arts for an exhibit because of lack of funds.

Voted to notify the University of Manitoba with regret that it would be impossible to exchange lecturers at this time on account of lack of funds.

Voted to approve the request of Professors Shipley and Rowley to engage in special private work.

Voted to provide for an extra student clerk in the office of the Dean of Student Affairs.

Voted to confer the degree of Bachelor of Laws upon Metellus Thomson, Jr.

Voted to confer the degree of Bachelor of Medicine upon Albert C. Feaman and H. S. French.

Voted to confer the degree of B.S. in Medicine upon Frances W. King and Clifford E. Sisler.

Voted to confer the degree of B.S. upon Robert H. Bretzke and Minnie T. Graham, dated as of 1919.

Voted to ask the Attorney General to secure an abatement of taxes now assessed on certain University land leased to the Russell-Grader Manufacturing Company and to ask for refundment of taxes paid by the Russell-Grader Manufacturing Company on the fee interest of the University for the years 1916, 1917, and 1918, which taxes were unlawfully collected.

Voted to postpone the building of an addition to the Education building until spring.

Voted to approve the bids and plans submitted for the addition to Shevlin Hall.

The Comptroller reported that the State Board of Control had authorized the Board of Regents to arrange for the construction of buildings at the University and Agricultural schools costing not more than \$2,500 each.

Correspondence with reference to radiograph work done in the X-Ray Department of Elliot Hospital for the Students' Health Service was presented and after consideration it was

Voted to adjust the claim of Dr. Frank S. Bissell in accordance with the regulations governing outside work by faculty members.

Voted to approve the following statement of the functions of the General Extension Division:

MEMORANDUM OF RELATIONSHIP

BETWEEN THE GENERAL EXTENSION DIVISION AND OTHER UNITS OF UNIVERSITY ORGANIZATION ON THE MAIN CAMPUS, SUCH AS DEPARTMENTS, DIVISIONS, COLLEGES, AND SCHOOLS.

I. All extension work undertaken by the University, with the exception of Agricultural Extension, shall be done through the General Extension Division. In general, Extension work shall be the administration of all extra-mural teaching or service functions of the University, particularly when directed toward those persons who are not regular, resident students. It is understood, however, that this does not include work that is customarily and regularly carried on by other departments or schools. Typical of these extra-mural functions may be enumerated correspondence courses, evening classes, short courses on the campus and elsewhere, institutes, conferences, and other similar activities. To these may be added such services as municipal reference, visual instruction, community organization, University lyceum, and drama advice. It is understood that in the administration of these teaching and service functions, the

General Extension Division is entitled to the advice and sympathetic assistance of all departments of the University. Differences of opinion as to what constitutes extension work in any particular instance may properly be referred to the President of the University for decision.

2. The larger general policies shall be decided upon by the Director of University Extension with the cooperation and advice of the Senate Committee on University Extension. The work representing any University department shall be outlined after consultation with that department. The General Extension Division shall have administrative control of the work.

3. Extension teachers shall be recommended for appointment only when, in each case, the appointee has been approved by the head or chairman of the department or departments under whose jurisdiction the subject to be taught falls and by the Director of University Extension. Rank title, as well as salary and promotion, of regular Extension teachers shall be agreed upon by the interested departments and the Director of University Extension. The name of each regular Extension teacher shall appear on the Extension Division staff and may also appear on the staff of the department chiefly represented by him.

4. The technical subject matter and content of any Extension credit course shall be in harmony with the teachings of the department or departments interested.

Voted to refer the requisition for equipment for the College of Dentistry to the President with power.

Voted to approve the following student loans :

Gilfillan Trust

M. J. Cohen.....	\$150
A. H. Langhoff.....	125
William S. Kelley, Jr.	200
Larry Dow	150
Theodore L. Vallacher.....	50
Arthur Ford Johnson.....	200

Ludden Real Estate

Elmer E. Selberg.....	\$200
Aaron Rosenbleet	40.70
Rose L. Strand.....	75
Ogden F. Beeman.....	100

Ludden Estate

Leonard L. McKenzie.....	\$100
R. S. Rogers.....	20

Ludden Trust

P. E. Tate.....	\$100
Rodney F. Kelley.....	100
Harold E. Ramsett.....	100

Voted to approve the report of the Comptroller to the chairman of the Salaries Committee, list of minor appointments, filed supplement to the minutes, page 201.

Voted to approve the report of the Comptroller to the Chairman of the Auditing Committee, filed supplement to the minutes, page 202.

Voted to approve claims, list filed supplement to the minutes, page 203.

Voted to approve the following transfers :

Amount	From	To
\$1,120.00	Budget 9, Section I, page 20	Pay-roll item 37, same section and page
280.00	Budget 9, Section I, page 20	Pay-roll item 38, same section and page
600.00	Budget 9, Section I, page 20	Pay-roll item 39, same section and page
705.00	Reserve, page 18	Pay-roll item 88-A, Section II, page 26
248.00	Pay-roll item 13, Section II, page 23	Pay-roll item 31-A, same section and page
100.00	Budget 46, Section II, page 28	Pay-roll item 131, same section and page
700.00	Reserve, page 18	Budget 60, Section III, page 29
150.00	Reserve, page 18	Pay-roll item 101, Section III, page 34
200.00	Reserve, page 18	Pay-roll item 19, Section III, page 30
175.00	Reserve, page 18	Pay-roll item 23, Section III, page 30
225.00	Reserve, page 18	Pay-roll item 23-A, Section III, page 30
500.00	Reserve, page 18	Pay-roll item 20-C, Section III, page 30
600.00	Reserve, page 18	Pay-roll item 87, Section III, page 33
600.00	Reserve, page 18	Pay-roll item 87-A, Section III, page 33
300.00	Reserve, page 18	Pay-roll item 87-B, Section III, page 33
1,200.00	Reserve, page 18	Pay-roll item 87-C, Section III, page 33
2,200.00	Reserve, page 18	Pay-roll item 124-A, Section III, page 35
150.00	Pay-roll item 155, Section III, page 37	Pay-roll item 157, same section and page
500.00	Reserve, page 18	Pay-roll item 214-B, Section III, page 39
500.00	Reserve, page 18	Pay-roll item 214-C, Section III, page 39

Amount	From	To
1,800.00	Reserve, page 18	Pay-roll item 235-B, Section III, page 40
1,200.00	Reserve, page 18	Pay-roll item 241, Section III, page 40
500.00	Pay-roll item 20, Section III, page 30	Pay-roll item 20-A, same section and page
500.00	Pay-roll item 20, Section III, page 30	Pay-roll item 20-B, same section and page
200.00	Reserve, page 18	Pay-roll item 70, Section III, page 33
1,800.00	Pay-roll item 68, Section III, page 33	Pay-roll item 72-A, same section and page
1,500.00	Pay-roll item 82, Section III, page 33	Pay-roll item 86, same section and page
1,325.00	Pay-roll item 112, Section III, page 35	
175.00	Pay-roll item 24, Section III, page 30	Pay-roll item 113, Section III, page 35
225.00	Pay-roll item 125, Section III, page 35	Pay-roll item 126, same section and page
500.00	Reserve, page 18	Pay-roll item 126-A, Section III, page 35
250.00	Pay-roll item 144, Section III, page 37	Pay-roll item 145, same section and page
600.00	Reserve, page 18	Pay-roll item 153, Section III, page 37
150.00	Pay-roll item 150, Section III, page 37	Pay-roll item 154, same section and page
225.00	Pay-roll item 150, Section III, page 37	Pay-roll item 155, same section and page
225.00	Pay-roll item 150, Section III, page 37	Pay-roll item 157-A, same section and page
200.00	Reserve, page 18	Pay-roll item 157-B, Section III, page 37
2,250.00	Pay-roll item 144, Section III, page 37	Pay-roll item 145-A, same section and page
1,000.00	Pay-roll item 165, Section III, page 38	Pay-roll item 168, same section and page
1,200.00	Reserve, page 18	Pay-roll item 180, Section III, page 38
600.00	Pay-roll item 177, Section III, page 38	Pay-roll item 180-A, same section and page
300.00	Pay-roll item 208, Section III, page 39	Pay-roll item 207, same section and page
300.00	Reserve, page 18	Pay-roll item 208, Section III, page 39
225.00	Reserve, page 18	Pay-roll item 214-A, Section III, page 39
1,500.00	Reserve, page 18	Pay-roll item 211-A, Section III, page 39

Amount	From	To
2,000.00	Reserve, page 18	Pay-roll item 211-B, Section III, page 39
1,800.00	Reserve, page 18	Pay-roll item 205-A, Section III, page 39
500.00	Pay-roll item 165, Section III, page 38	Pay-roll item 251, same section, page 41
225.00	Reserve, page 18	Pay-roll item 258, Section III, page 41
180.00	Reserve, page 18	Pay-roll item 265, Section III, page 41
600.00	Pay-roll item 255, Section III, page 41	
200.00	Pay-roll item 165, Section III, page 38	Pay-roll item 255-A, Section III, page 41
80.00	Pay-roll item 155, Section III, page 37	Pay-roll item 157-C, same section and page
80.00	Pay-roll item 155, Section III, page 37	Pay-roll item 157-D, same section and page
140.00	Pay-roll item 155, Section III, page 37	Pay-roll item 157-E, same section and page
1,334.00	Reserve, page 18	Pay-roll item 211-C, Section III, page 39
225.00	Reserve, page 18	Pay-roll item 170-A, Section III, page 38
368.00	Reserve, page 18	Pay-roll item 172, Section III, page 38
200.00	Reserve, page 18	Pay-roll item 25, Section III, page 30
300.00	Pay-roll item 235-B, Section III, page 40	Pay-roll item 229, same section and page
605.00	Reserve, page 18	Pay-roll item 109, Section III, page 34
115.00	Reserve, page 18	Pay-roll item 52-A, Section III, page 32
75.00	Pay-roll item 244, Section III, page 40	Pay-roll item 244-A, same section and page
49.00	Pay-roll item 4, Section III, page 29	
19.00	Budget 60, Section III, page 29	Pay-roll item 4-A, same section and page
540.00	Reserve, page 18	Pay-roll item 77, Section IV, page 47
2,000.00	Reserve, page 18	Pay-roll item 86, Section IV, page 48
1,700.00	Reserve, page 18	Pay-roll item 87, Section IV, page 48

Amount	From	To
720.00	Reserve, page 18	Pay-roll item 90, Section IV, page 48
450.00	Pay-roll item 217, Section V, page 66	Pay-roll item 217-A, same section and page
264.00	Pay-roll item 129, Section V, page 59	Pay-roll item 127-A, same section and page
350.00	Pay-roll item 254, Section V, page 69	Pay-roll item 257, same section and page
480.00	Budget 117, Section V, page 49	Pay-roll item 128, same section, page 59
785.00	Reserve, page 18	Budget 155, Section V, page 64
150.00	Pay-roll item 317, Section V, page 72	Pay-roll item 312-A, same section and page
220.00	Reserve, page 18	Budget 152, Section V, page 62
200.00	Pay-roll item 357, Section V, page 74	Budget 185, same section and page, Fund 34
200.00	Pay-roll item 197, Section V, page 64	Pay-roll item 197-A, same section and page
284.00	Pay-roll item 267, Section V, page 69	
300.00	Budget 171, Section V, page 69	Pay-roll item 266-A, same section and page
4.00	Budget 152, Section V, page 62	Pay-roll item 153, same section and page
303.00	Reserve, page 18	Pay-roll item 106, Section VI, page 81
500.00	Pay-roll item 41, Section VII, page 91	Pay-roll item 23, same section, page 90
135.00	Pay-roll item 45, Section VII, page 91	Pay-roll item 55, same section and page
167.00	Pay-roll item 43, Section VII, page 91	Pay-roll item 25, same section, page 90
600.00	Reserve, page 18	Pay-roll item 65, Section IX, page 95
43.00	Pay-roll item 12, Section X, page 96	Pay-roll item 18, same section and page
500.00	Pay-roll item 8, Section XI, page 97	Pay-roll item 10-A, same section and page
315.00	Pay-roll item 8, Section XI, page 97	Pay-roll item 15, same section and page
135.00	Pay-roll item 8, Section XI, page 97	Pay-roll item 12, same section and page
135.00	Reserve, page 18	Pay-roll item 10, Section XI, page 97
1,500.00	Reserve, page 18	Pay-roll item 14, Section XII, page 98
120.00	Budget 276, Section XIII, page 106	Pay-roll item 56, Section I, page 21
500.00	Budget 282-R, Section XIV, page 108	Budget 282-X, same section and page

Amount	From	To
1,500.00	Pay-roll item 28, Section XV, page 109	Pay-roll item 22-A, same section and page
40.00	Reserve, page 18	Pay-roll item 8, Section XVI, page 110
40.00	Reserve, page 18	Pay-roll item 9, Section XVI, page 110
40.00	Reserve, page 18	Pay-roll item 11, Section XVI, page 110
480.00	Reserve, page 18	Pay-roll item 15, Section XVI, page 110
21.00	Budget 402, Section XVI, page 116	Budget 204, Section VI, page 84
2,252.00	Budget 402, Section XVI, page 116	Budget 84, Section III, page 38
92.00	Pay-roll item 7, Section XVIII, page 124	
108.00	Pay-roll item 21, Section XVIII, page 124	Pay-roll item 23, same section and page
664.00	Pay-roll item 70, Section XVIII, page 126	Pay-roll item 48-A, same section and page
400.00	Pay-roll item 297, Section V, page 70	Pay-roll item 292, same section and page
600.00	Budget 516-A, Section XVIII, page 128	Pay-roll item 92-A, same section and page, Fund 61
1,200.00	Pay-roll item 275, Section V, page 70	Pay-roll item 285-A, same section and page
640.00	Pay-roll item 143, Section VI, page 85	Pay-roll item 23-A, same section, page 76
334.00	Reserve, page 18	Pay-roll item 42, Section I, page 21
40.00	Reserve, page 18	Pay-roll item 104, Section VI, page 81
117.00	Reserve, page 18	Pay-roll item 10, Section II, page 23
504.00	Reserve, page 18	Pay-roll item 30-A, Section II, page 23
200.00	Pay-roll item 31, Section XII, page 100	Pay-roll item 32-B, same section and page
638.00	Pay-roll item 262, Section V, page 60	
763.00	Pay-roll item 268, Section V, page 60	Pay-roll item 262-A, same section and page
400.00	Reserve, page 18	Pay-roll item 184-A, Section III, page 38
356.00	Reserve, page 18	Pay-roll item 40, Section III, page 31
461.00	Reserve, page 18	Pay-roll item 3-A, Section IV, page 43
1,452.00	Reserve, page 18	Pay-roll item 13-A, Section IV, page 44
480.00	Reserve, page 18	Pay-roll item 16, Section IV, page 44

Amount	From	To
1,200.00	Reserve, page 18	Pay-roll item 37-A, Section IV, page 45
1,200.00	Reserve, page 18	Pay-roll item 43-A, Section IV, page 45
960.00	Reserve, page 18	Pay-roll item 43-B, Section IV, page 45
960.00	Reserve, page 18	Pay-roll item 43-C, Section IV, page 45
288.00	Reserve, page 18	Pay-roll item 62, Section IV, page 46
167.00	Reserve, page 18	Pay-roll item 63, Section IV, page 46
167.00	Reserve, page 18	Pay-roll item 64, Section IV, page 46
1,700.00	Reserve, page 18	Pay-roll item 88, Section IV, page 48
1,550.00	Reserve, page 18	Pay-roll item 89, Section IV, page 48
1,667.00	Reserve, page 18	Pay-roll item 89-A, Section IV, page 48
600.00	Reserve, page 18	Pay-roll item 83-A, Section IV, page 48
1,000.00	Pay-roll item 25, Section IV, page 44	Pay-roll item 20, same section and page
100.00	Pay-roll item 62, Section IV, page 46	
100.00	Pay-roll item 63, Section IV, page 46	Pay-roll item 61, same section and page
300.00	Reserve, page 18	Pay-roll item 28, Section IV, page 44

Voted to approve the following requisitions:

Requisitions 476 to 500.....	\$98,301.33
Requisitions 501 to 525.....	15,329.49
Requisitions 526 to 550.....	18,727.37
Requisitions 551 to 575.....	23,765.48
Requisitions 576 to 600.....	16,922.85
Requisitions 601 to 625.....	28,454.87

Voted to adjourn.

O. L. BUHR, *Secretary*