

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
MINUTES

September 30, 1939

A meeting of the Board of Regents was held in the Regents' Room of the Administration Building, University of Minnesota, Minneapolis, Minnesota on Saturday, September 30, 1939 at ten o'clock.

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

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

Voted to accept the following resignations:

Franklin H Knower Assistant Professor Speech effective September 5, 1939

Carl E Swanson Instructor Mathematics and Mechanics effective September 14, 1939

Willard P Ranney Instructor Agricultural Economics effective September 30, 1939

Sylvan T Warrington Instructor-Extension Assistant Economist in Marketing Agricultural Extension effective October 15, 1939

Thomas W Raine Instructor Agricultural Education effective September 13, 1939

Edwin Ziegfeld Instructor Art Education effective September 1, 1939

Hubert W Frings Teaching Assistant Zoology effective September 1, 1939

Forrest Fountaine Research Assistant Dairy Husbandry effective September 9, 1939

Joseph E Murphy Medical Fellow in Anesthesiology University of Minnesota Hospitals effective September 8, 1939

Herbert Cole recipient of the Minnesota State Pharmaceutical Association Research Fellowship effective August 31, 1939

P Milton Ruoff Associate Chemist Merck and Company Vitamin E Research effective July 31, 1939

Albert P Maslow Administrative Fellow University Testing Bureau effective September 15, 1939

Hilding Peterson Messenger Library effective September 23, 1939

Ruth Evarts Technician Medicine effective September 15, 1939

Evelyn Silliman First Library Assistant University High School effective September 11, 1939

Dorothy Hasslen Clerk-Stenographer School of Business Administration effective October 31, 1939

Helen Carlson Domestic Helper Northwest School and Experiment Station effective August 27, 1939

Johannes L. Kotze Hospital Attendant University of Minnesota Hospitals effective September 10, 1939

Voted to approve the following appointments:

Eric G Sharvelle as Assistant Professor Plant Pathology and Botany October 1, 1939 to June 30, 1940 at the rate of \$2,400 Term AIV

Harry P Cooper as Professorial Lecturer General Extension for spring quarter of 1939-40 at \$250 Term CH24

Dean M Schweickhard as Professorial Lecturer Trade and Industrial Education 1939-40 at \$750 Term BH23

George A Warp as Instructor Political Science 1939-40 at \$1,080 Term BHX60

Helen E Hayden as Instructor Sociology 1939-40 at \$600 Term BH33

Isaac Opatowski as Instructor Mathematics and Mechanics 1939-40 at \$2,000 Term B

Walter W. Sturtevant as Instructor Trade and Industrial Education for spring quarter of 1939-40 at \$250 Term CH42

Helene P Matterson as Instructor Home Economics October 1-15, 1939 at \$100 Term CX

Philip Neville as Instructor School of Agriculture October 1, 1939 to March 31, 1940 at \$180 Term CH15

George W L Plette as Instructor School of Agriculture October 1 to December 31, 1939 at \$150 Term CH25

Lois S Hotvedt as Instructor West Central School and Experiment Station October 1, 1939 to March 31, 1940 at \$1,000 Term C

Clifton A Gayne as Instructor Art Education 1939-40 at \$1,200 Term BH67

Clifford K Lush as Instructor Trade and Industrial Education for fall quarter of 1939-40 at \$250 Term CH42

Deborah S Meader as Instructor Art Education for winter quarter of 1939-40 at \$200 Term CH33

Wilton B Gundlach as Instructor University High School 1939-40 at \$1,500 Term B

Walter L Hoffman as Clinical Instructor Ophthalmology and Oto-laryngology without salary September 15, 1939 to June 30, 1940

Christie T Hawkins as Instructor School of Nursing without salary September 15, 1939 to June 30, 1940

Gladys E Netterlund as Teaching Assistant English 1939-40 at \$300 Term BH25

Josef M Jauch as Teaching Assistant Physics 1939-40 at \$600 Term BH50

Arthur H Brayfield as Teaching Assistant Psychology 1939-40 at \$300 Term BH25

Robert B Selover as Teaching Assistant Psychology 1939-40 at \$400 Term BH33

Robert M Dinkel as Teaching Assistant Sociology 1939-40 at \$500 Term BH42

Elizabeth H McIntosh as Teaching Assistant Sociology 1939-40 at \$400 Term BH33

Neal R Amundson as Teaching Assistant Mathematics and Mechanics 1939-40 at \$600 Term BH50

Reuben M Olson as Research Assistant Engineering Experiment Station 1939-40 at \$600 Term BH50

William Semeniuk as Research Assistant Agronomy and Plant Genetics October 1, 1939 to June 30, 1940 at the rate of \$667 Term AH42

Allan G Peterson as Research Assistant Entomology and Economic Zoology September 1, 1939 to June 30, 1940 at the rate of \$600 Term AH38

Carl F Sierk as Teaching Assistant Animal and Poultry Husbandry October 1, 1939 to March 31, 1940 at \$800 Term C

Everett B Hanson as Research Assistant Dairy Husbandry September 11, 1939 to June 30, 1940 at the rate of \$900 Term AH56

Zelda B Ball as Research Assistant Sivertsen Foundation for Cancer Research 1939-40 at \$540 Term BH45

William R Hill, Jr as Medical Fellow Mayo Foundation without salary 1939-40

Wayne L Woodbury as Dental Intern School of Dentistry 1939-40 at \$675 Term E

Muriel Jones as recipient of the P E O Scholarship of \$100 for 1939-40

Gilbert J Prange as recipient of the Sears-Roebuck Agricultural Junior Scholarship of \$100 for 1939-40

Ruth E Delano as Assistant Artist Zoology 1939-40 at \$1,200 Term B

Marian W Sedin as Junior Chemist Physiology 1939-40 at \$1,200 Term BH89

Erwin J Wamhoff as County Club Agent Itasca County Agricultural Extension September 1, 1939 to June 30, 1940 at the rate of \$1,600 (\$1,400 University—\$200 County) Term AHIV88

Dale R Williams as Assistant County Agricultural Agent Agricultural Extension September 18, 1939 to June 30, 1940 at the rate of \$1,800 Term AIV

Frances O Triggs as Counselor University Testing Bureau September 1, 1939 to June 30, 1940 at the rate of \$2,400 Term AIII

Elizabeth J Bjerkesett as Junior Clerk-Stenographer Library September 16, 1939 to June 30, 1940 at the rate of \$840 Term AIII
Marguerite E Ogden as Junior Library Assistant Library September 16, 1939 to June 30, 1940 at the rate of \$960 Term AIII

E Elizabeth Eggleston as Junior Library Assistant Library without salary October 30 to November 19, 1939

Eileen Lang as Clerk-Stenographer Student Personnel Coordination Service September 16, 1939 to June 30, 1940 at the rate of \$960 Term AIII

Dolores V Hildebrandt as Junior Clerk-Stenographer Horticulture September 11, 1939 to June 30, 1940 at the rate of \$840 Term AIII

Alice M Moeglein as Assistant Technician Pathology Graduate School Fund August 1, 1939 to June 30, 1940 at the rate of \$900 Term AIII

Steven Rued as General Mechanic Physical Plant September 1, 1939 to June 30, 1940 at the rate of \$1,500 Term AII

John J Cassidy as Fireman Minnesota Hospital and Home for Crippled Children August 16, 1939 to June 30, 1940 at the rate of \$1,500 Term AII

Doris Doeden as Technician Students' Health Service September 5, 1939 to June 30, 1940 at the rate of \$1,080 Term AIII

Molly Hermann as Launderer University Laundry October 1, 1939 to June 30, 1940 at the rate of \$810 Term AII

Alice Hestad as General Duty Nurse University of Minnesota Hospitals September 1, 1939 to June 30, 1940 at the rate of \$720 and maintenance Term AIV

Ray Petroske as Floorman University of Minnesota Hospitals September 1, 1939 to June 30, 1940 at the rate of \$1,020 Term AII

Verna G Stutzman as General Duty Nurse University of Minnesota Hospitals September 1, 1939 to June 30, 1940 at the rate of \$720 and maintenance Term AIV

Ardis Tostenson as General Duty Nurse University of Minnesota Hospitals September 1, 1939 to June 30, 1940 at the rate of \$720 and maintenance Term AIV

Voted to approve the following promotions and transfers:

Esther J Swenson from Teaching Assistant General Education at \$400 Term BH33 to Research Assistant Committee on Educational Research at \$800 for 66% time and as Teaching Assistant General Education at \$300 for 25% time September 16, 1939 to June 15, 1940

Neil E Dahl from Assistant Dietitian University of Minnesota Hospitals at \$1,200 and maintenance Term AIII to Assistant Dietitian University of Minnesota Hospitals and Teaching Assistant School of Nursing without change in salary September 1, 1939 to June 30, 1940

Joyce Davenport from Junior Library Assistant Library at

\$1,080 Term AIII to Library Assistant at the rate of \$1,260 Term AIII September 5, 1939 to June 30, 1940

Eileen L Sullivan Junior Clerk-Stenographer Horticulture at \$900 Term AIII to Clerk-Stenographer Horticulture at the rate of \$960 Term AIII September 1, 1939 to June 30, 1940.

Kathryn M Smith from General Duty Nurse University of Minnesota Hospitals at \$720 and maintenance Term AIV to Head Nurse at the rate of \$960 and maintenance Term AIV September 16, 1939 to June 30, 1940

Oliver N Caron from Elevator Operator University of Minnesota Hospitals at \$720 and board Term AII to Floorman at the rate of \$1,020 Term AII September 1, 1939 to June 30, 1940.

Bess Dworsky from Teaching Assistant English at \$500 Term BH42 to Teaching Assistant General Extension Division at \$1,200 Term B for 1939-40

Voted to approve the following salary adjustments:

Philip W Manson Instructor Agricultural Engineering from \$1,800 Term AH75 to the rate of \$2,400 Term AIV October 16, 1939 to June 30, 1940

Raymond H Larson Teaching Assistant Trade and Industrial Education from \$400 Term BH33 to \$700 Term BH58 for 1939-40

Casper J Heaser Teaching Assistant General Education from \$300 Term BH25 to \$400 Term BH33 for 1939-40

C Harold Stone Research Assistant Committee on Educational Research at \$600 Term BH50 to receive \$200 additional as Teaching Assistant General College Term EH17 for 1939-40

Ralph F Berdie Administrative Fellow University Testing Bureau from \$600 Term BH50 to \$900 Term BH75 for 1939-40

Voted to approve the following leaves of absence:

Charles A Wiethoff Professor School of Dentistry leave without salary for 1939-40 to devote full time to private practice

Ralph A Piper Assistant Professor Physical Education for Men sabbatical furlough February 1 to June 15, 1940 with privilege of taking one-half year during the next six years to complete residence requirements for doctorate

Myrtle F Hales as Junior Library Assistant Library leave with salary September 11-30, 1939 on account of injury.

Elizabeth M Lamoreaux Instructor Home Economics leave without salary September 16 to October 15, 1939 on account of injury

Theo E Blackmun File Clerk Library leave without salary October 2-15, 1939 for additional vacation

Elsie Gallaher Office Appliance Operator Mimeograph and Bulletins leave without salary September 16-30, 1939 for vacation

Helen C Crooks Assistant Nursing Supervisor University of Minnesota Hospitals leave without salary August 19 to September 2, 1939 on account of illness at home

Hildegard Huizinga Ward Helper University of Minnesota Hospitals continuation of leave without salary September 1 to October 15, 1939 on account of illness at home

Pauline Robinson General Duty Nurse University of Minnesota Hospitals leave without salary September 1-15, 1939 for vacation

Charlotte Christensen General Duty Nurse University of Minnesota Hospitals leave without salary September 9-17, 1939 for vacation

Voted to approve the following appointment notwithstanding the expressed policy of the Board of Regents in regard to the employment of more than one member of a family:

Leland S Orfield, Assistant County Agricultural Agent, September 1, 1939 to June 30, 1940, at rate of \$2,000, Term A (sister-in-law, Helene Bouman, Assistant Cook, Agricultural Cafeteria).

Voted to approve list of candidates for degrees conferred at the close of the second Summer Session, as of September 1, 1939, as recommended by the faculties and with the approval of the deans of the several colleges and certified by the Registrar, filed supplement to the minutes, page 1591.

Voted on recommendation of the Committee on the Naming of Buildings and the President, with the knowledge and approval of the donor, to name the Museum of Natural History the Minnesota Museum of Natural History.

Voted not to change the University calendar originally adopted which sets the Thanksgiving holiday as November 30, 1939.

Voted to provide from Regents Reserve \$5,808 to supplement the special legislative appropriation of \$15,000 to be used for the purchase of material for the construction of a water main and horse barn at the North Central School and Experiment Station, Grand Rapids.

Voted to approve renewal of memorandum of agreement with the Bureau of Agricultural Economics, United States Department of Agriculture, for an accounting study of the earnings and financial progress of rehabilitation clients of the resettlement administration in Minnesota, filed supplement to the minutes, page 1592.

Voted to approve subscriptions to *School and Society* for members of the Board, from Regents' budget 1006-2100.

The President presented for the information of the Board excerpts from a letter from Mr. Carl Vitz, Librarian of the Minneapolis Public Library, expressing appreciation for the assistance rendered by members of the faculty of the University of Minnesota at various adult meetings held in the Library.

President Ford reported a fire in the Armory on September 19, 1939, estimated cost of repairs \$350.

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

May 2, 1939 to September 15, 1939

ACQUISITIONS

Mayo Foundation

Amount	Security	Maturity	Yield	Cost
\$25,000.00	Detroit Edison Company, General and Refunding, Series "G," 3½%	9-1-66	2.94	\$28,002.70
25,000.00	Gulf States Utilities and Refunding 3½%	5-1-69	3.16	26,687.50
200 shares	Gulf States Utilities, 5½% Preferred Stock			21,550.00
33,000.00	Kansas Power and Light, 3½ %	7-1-69	3.05	35,805.00
20,000.00	New York State Electric and Gas Corporation, 3¾%	5-1-64	3.75	20,400.00
50,000.00	Pennsylvania Power and Light Company, 3½%	8-1-74	3.21	52,750.00
25,000.00	Peoples Gas, Light, and Coke Company, 5%	9-1-47	2.90	29,195.00
25,000.00	The Philadelphia Electric Company, 3½%	3-1-67	2.95	27,635.15
25,000.00	Shell Union Oil Corporation, Debentures, 2½%	7-1-54	2.82	24,437.50
50,000.00	Swift County, Minnesota, Refunding, 3½%	8-1-59	3.31	51,975.00
25,000.00	Union Oil Company 3% Debentures	8-1-59	2.80	25,750.00
25,000.00	Union Oil Company of California, 15-year Debenture, 3½%	1-1-52	2.67	27,131.09

**Minnesota Hospital and Home for Crippled Children—
Endowment**

Amount	Security	Maturity	Yield	Cost
\$11,000.00	The Firestone Tire and Rubber Company, 10-year Debenture, 3½%	10-1-48	2.92	11,551.80
2,000.00	Kansas Electric Power Company, 3½%, Series "A"	12-1-66	3.25	2,095.57
25,000.00	Oklahoma Natural Gas Company, First Mortgage, Series "B," 3½%	8-1-55	3.45	25,875.00
15,000.00	Ottertail Power Company, 3½%, First Mortgage	3-1-69	3.32	15,525.00
9,000.00	The Shawinigan Water and Power Company, First Mortgage Collateral Trust, Series "D," 4½% Trust Certificates	1-1-70	4.25	9,037.69

Group Investments

\$14,000.00	Montana - Dakota Utilities Company, First Sinking Fund, 4½%	5-1-54	4.45	14,140.00
26,000.00	Oklahoma Natural Gas, New Convertible Prior Preferred 250 shares			26,000.00

**St. Paul Central High School
University of Minnesota Scholarship**

1,000.00	Montana - Dakota Utilities Company, First Mortgage, Sinking Fund 4½%	5-1-54	4.45	1,010.00
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IN LIEU OF INTEREST

Minnesota Hospital and Home for Crippled Children— Temporary

Amount	Security	Maturity
37.50	Arkansas, State of, Highway Refunding, Series "B" 3½% (is- sued in lieu of 4-1-39 interest accrued on 4¾% Bonds)	10-1-53

MATURITIES

Mayo Foundation

Amount	Security	Maturity	Amount Paid	Amount Received
25,000.00	Belt Railroad and Stock Yards Com- pany, First Mortgage 30-year Gold Bonds, 4%	5-1-39	Gift	\$25,000.00
15,000.00	British Columbia, Province of, 5% De- bentures	7-2-39	14,010.00	15,000.00
6,000.00	Kansas City, Kansas, 4½% Water Works Bonds		Gift	6,000.00
2,000.00	Lakefield, Minnesota, 2% Refunding	5-1-39	2,000.00	2,000.00

Minnesota Hospital and Home for Crippled Children— Temporary

6,000.00	Canadian Pacific Ry. Company, 4½% Equipment Trust Certificates Series "C"	6-1-39	5,950.50	6,000.00
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Senate Committee on Intercollegiate Athletics—Endowment

5,000.00	St. Louis County, Minnesota Road, 4%	8-1-39	5,209.32	5,000.00
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Staff Employment Fund

1,000.00	Aberdeen, South Da- kota, Ind. School, 4½%	7-1-39	Gift	1,000.00
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CALLED BONDS

Mayo Foundation

Amount	Security	Maturity	Amount Paid	Amount Received
\$15,000.00	Commonwealth Edison Company, First Mortgage, 3¾%, Series "H,"—Called at 104 as of 6/27/39	4-1-65	\$14,700.00	\$15,600.00
25,000.00	Commercial Credit Corporation, Debentures, 2¾%—Called at 101 as of 7/6/39	6-15-42	24,968.75	25,250.00
25,000.00	General Motors Acceptance Corporation, 10-year Debentures, 3%—Called at 102½ as of 8-1-39	8-1-39	25,450.00	25,625.00
12,000.00	Oshkosh, City of Wisconsin Sewage Treatment, Revolving 3¼% — Called at 102¾ as of 5-1-39	11-1-49	12,331.20	12,331.20
15,000.00	Pennsylvania Power and Light Company 4%—Called at 104½ as of 9-11-39	4-1-81	14,852.34	15,675.00
16,000.00	Swift County, Minnesota 4, 4½, and 5% Refunding—Called at Par as of 8-1-39	2-1-54	16,000.00	16,000.00

W. J. Murphy Fund

8,000.00	Kansas Power and Light Company 4½%—Called at 108 as of 8-28-39	11-1-65	8,240.00	8,640.00
30,000.00	Swift County, Minnesota 4/4½/5% Refunding — Called at Par as of 8-1-39	8-1-39	30,000.00	30,000.00

Minnesota Hospital and Home for Crippled Children— Endowment

5,000.00	Rochester Gas and Electric Company, 5%, Series "A" — Called at 104 as of 9-1-39	3-1-62	4,637.50	5,200.00
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**Minnesota Hospital and Home for Crippled Children—
Temporary**

Amount	Security	Maturity	Amount Paid	Amount Received
20,000.00	Commonwealth Edison Company 4%—Called at 105 as of 6-27-39	3-1-81	17,350.00	21,000.00
10,000.00	Pennsylvania Power and Light Company, First, 4%—Called at 104½ as of 9-11-39.....	3-1-81	9,650.00	10,450.00
Class of 1890				
500.00	Montana - Dakota Power Company First Mortgage 5½%—Called at Par as of 7-1-39	1-1-44	Gift	500.00
Group Investments				
10,000.00	Associates Investment Company, 10-year Debenture, 3%—Called at 102 as of 8-9-39	12-1-46	9,282.50	10,200.00
400.00	Central Illinois Public Service Company, 4½%, Series "F"—Called at 103 as of 1-14-39	12-1-67	399.00	412.00
800.00	Central Illinois Public Service Company, 5%, Series "G"—Called at 102½ as of 1/14/39	11-1-68	811.50	820.00
2,000.00	Delaware Power and Light 4½%—Called at Par as of 5/1/39	1-1-69	2,040.00	2,000.00
7,000.00	Gulf States Utilities Company, Series "C," First and Refunding 4%—Called at 106 as of 7-31-39	1-1-66	7,280.00	7,420.00
10,000.00	Kansas Power and Light Company 4½% — Called at 108 as of 8-28-39	11-1-65	10,300.00	10,800.00

Edw. M. & Effie R. Johnson Foundation

Amount	Security	Maturity	Amount Paid	Amount Received
4,000.00	Swift County 4, 4½, and 5%, Refunding—Called at Par as of 8-1-39	2-1-54	4,118.94	4,000.00

Senate Committee on Intercollegiate Athletics—Endowment

5,000.00	Detroit, City of, 4½% Emergency, Series "A," Refunding—Called at Par as of 8-15-39	2-15-63	4,986.14	5,000.00
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SALES

Mayo Foundation

\$ 9,000.00	Illinois Commercial Telephone Company, 5%, Series "B"	3-1-60	\$ 8,657.50	\$ 9,176.40
10,000.00	New York State Electric and Gas Corporation 4¼%	3-1-80	9,875.00	10,391.11

W. J. Murphy Fund

4,000.00	Grand Forks, City of, North Dakota, First Sewage 4%	5-1-54	4,160.20	4,256.00
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Minnesota Hospital and Home for Crippled Children—Endowment

5,000.00	Mutual Fuel Gas Company 5%	11-1-47	4,850.00	5,836.89
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Minnesota Hospital and Home for Crippled Children—Temporary

5,000.00	Mutual Fuel Gas Company 5%	11-1-47	4,762.50	5,836.89
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Group Investments

1,000.00	Illinois Commercial Telephone 5%, Series "B"	3-1-60	1,005.00	1,019.60
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Service Enterprises

2,000.00	New York State Electric and Gas Company 4%	3-1-80	1,840.00	2,078.22
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CERTIFICATES OF DEPOSIT

Senate Committee on Intercollegiate Athletics—Temporary

Amount	Security	Rate	Maturity
\$ 5,000.00	Commercial State Bank, St. Paul	½ of 1%	5-10-40
5,000.00	Midland National Bank & Trust Co., Minneapolis (Renewal)		
5,000.00	First National Bank, St. Paul (Renewal)	½ of 1%	1-15-40
	Western State Bank, St. Paul (Renewable)	½ of 1%	8-4-40
		1½%	8-25-40

STOCK EXCHANGES

Mayo Foundation

Amount	Security
	St. Paul Fire and Marine Insurance Company, Capital Stock
	50 shares each of par value \$25
	Exchanged for par value stock of \$62.50

Haydn S. and Mary M. Cole Fellowship Fund

St. Paul Fire and Marine Insurance Company, Capital Stock
20 shares each of par value \$25
Exchanged for par value stock of \$62.50

SECURITY EXCHANGES

Haydn S. and Mary M. Cole Fellowship Fund

\$ 1,500.00	Home Owners Loan Corporation Bonds
	1½%
	(Received in return for 2¾% due 8/1/49/39—Called as of 6-1-39 at Par)
	6-1-47/49 Cost Par

Voted to accept with thanks the following gift:

Donor American Medical Association
Amount \$900
Fund American Medical Association Research on Operative Procedures for Duodenal and Gastric Ulcers
Purpose For research on operative procedures for duodenal and gastric ulcers under the direction of Dr. Owen H. Wangensteen, in accordance with correspondence filed supplement to the minutes, page 1593

Voted to accept with thanks the following gift:

Donor Hiram Walker and Sons, Inc.
Amount \$200
Fund Hiram Walker Distilling Company Research

Voted to accept with thanks the following gift:

Donor The Society of Sigma Xi
Amount \$180
Fund Sigma Xi Research in Physiology
Purpose For a study of the metabolism of fructose to be carried on by Dr. L. T. Samuels, in accordance with correspondence filed supplement to the minutes, page 1594

Voted to accept with thanks the following gift:

Donor University High School Activities Fund
Amount \$100
Fund Coffman Memorial Union Construction Fund

Voted to accept with thanks gift of one complete nal-cometer, one complete photoester, and one photoester laboratory set from the National Aluminate Corporation to the Department of Mechanical Engineering.

Voted to accept 133,477 gifts to the Library from 10,271 donors.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
SPECIAL COMMITTEE
MINUTES

October 5, 1939

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Thursday, October 5, 1939, in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at three o'clock.

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

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of C. H. Johnston, Architect, Architects, Pillsbury Engineering Company, Engineers, Professor Roy Childs Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller, to formally accept the Students' Health Service Building, Docket No. Minnesota 1450-F, University of Minnesota, Farm Campus, St. Anthony Park, St. Paul, Minnesota, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution accepting the Students' Health Service Building, Docket No. Minnesota 1450-F.

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

WHEREAS, the Pillsbury Engineering Company, Engineers, C. H. Johnston, Architect, Architects, Professor Roy Childs Jones, University Advisory Architect, and W. F. Holman, Supervising Engineer, have inspected the now completed Students' Health Service Building, Docket No. Minnesota 1450-F, University of Minne-

sota, Farm Campus, St. Anthony Park, St. Paul, Minnesota and have stated that this building has been completed in accordance with the plans and specifications as prepared by C. H. Johnston, Architect, Architects, and the Pillsbury Engineering Company, Engineers, and that the building is ready for formal acceptance.

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

Section 1. That the Students' Health Service Building, Docket No. Minnesota 1450-F, University of Minnesota, Farm Campus, St. Anthony Park, St. Paul, Minnesota, be, and the same hereby is, accepted as being complete in accordance with the plans and specifications.

Section 2. That issuance of final payments to the H. W. Raun Construction Company, general contractor, Harris Brothers Plumbing Company, plumbing, heating, and ventilating contractor, Peoples Electric Company, electrical contractor, and the Heller Elevator Company, elevator contractor, be, and the same hereby are, approved.

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

George W. Lawson
Fred B. Snyder

Sheldon V. Wood
Guy Stanton Ford

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

None

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

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of the Pillsbury Engineering Company, Engineers, C. H. Johnston, Architect, Architects, Professor Roy Child Jones, University Advisory Architect, W. F. Holman, Supervising Engineer, and W. T. Middlebrook, Comptroller, to accept the proposal submitted by Guy T. Bisbee for the furnishing of special lighting fixtures for the Museum of Natural History, PWA Docket No. Minnesota 1408-F, University of Minnesota, Minneapolis, Minnesota, the following resolution was submitted to the Special Committee on Public Works Administration of the Regents of the University of Minnesota for its approval:

A resolution accepting the proposal of Guy T. Bisbee, St. Paul, Minnesota, to furnish special lighting fixtures for the Museum of Natural History, PWA Docket No. Minnesota 1408-F.

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

WHEREAS, the specifications which are a part of the electrical contract for the Museum of Natural History provide that the amount of the electrical contract includes the sum of \$7,500 to cover the purchase of special lighting fixtures for the building, same to be selected by the Owner, and

WHEREAS, the Public Works Administration regulations governing the selection and purchase of these fixtures provide that they must be purchased in open competition after proper advertising, bidding to be supervised by the University of Minnesota and the Public Works Administration, and

WHEREAS, it is further provided that the Harris Brothers Plumbing Company, electrical contractor of the Museum of Natural History, shall place the order for these fixtures as directed by the University of Minnesota on the basis of the lowest acceptable fixture bid, and

WHEREAS, bids for these fixtures were opened at 3:00 p.m. on October 3, 1939, which bids indicated that the bid of Guy T. Bisbee, St. Paul, Minnesota, in the amount of \$7,497.10 was the lowest and best bid received.

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

Section 1. That Bid F submitted by Guy T. Bisbee, St. Paul, Minnesota, in the amount of \$7,497.10 for furnishing all of the special lighting fixtures required for the Museum of Natural History, PWA Docket No. Minnesota 1408-F, be, and the same hereby is, accepted.

Section 2. That C. E. Griswold, Assistant Secretary, be, and he is hereby, authorized and directed forthwith to so advise the Harris Brothers Plumbing Company, electrical contractor, and to direct said Harris Brothers Plumbing Company to enter into a contract with Guy T. Bisbee in the amount of \$7,497.10 for the furnishing of these fixtures to the Harris Brothers Plumbing Company for installation in the Museum of Natural History Building.

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

George W. Lawson
Fred B. Snyder

Sheldon V. Wood
Guy Stanton Ford

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

None

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

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. T. Middlebrook, Comptroller, to accept amendatory offer of the United States of America dated September 25, 1939 to aid in financing the construction of the Dormitory for Graduate Students, PWA Docket No. Minnesota 1424-F, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution accepting the amendatory offer of the United States of America dated September 25, 1939 to the Regents of the University of Minnesota to aid by way of grant in financing the construction of the Dormitory for Graduate Students.

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

Section 1. That the amendatory offer of the United States of America to the Regents of the University of Minnesota to aid by way of grant in financing the construction of the Dormitory for Graduate Students, a copy of which amendatory offer reads as follows:

"P. W. 91831-3

"FEDERAL WORKS AGENCY

"Public Works Administration

"Washington, D. C.,

Dated: September 25, 1939

Docket No. Minn. 1424-F

"University of the State of Minnesota

St. Paul, Minnesota

"The United States of America hereby offers to amend the contract created by the acceptance by the University of the State of Minnesota on February 3, 1939, of the Offer made by the United States of America and dated February 2, 1939, by (1) striking out, in Lines 3 and 4 of Paragraph 1 of said Offer, the words 'including necessary equipment' and inserting in lieu thereof the words 'including necessary equipment, and utility and ground improve-

ments,' and (2) by striking out, in Line 8 of said Paragraph 1, the figures '\$77,506' and inserting in lieu thereof the figures '\$98,894.'

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

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

Section 2. That the Board of Regents of the University of Minnesota agrees to abide by all the rules and regulations relating to such grant, a copy of which rules and regulations were annexed to the government's original offer and were made a part thereof.

Section 3. That C. E. Griswold, Assistant Secretary, be, and he hereby is, authorized and directed forthwith to send to the Federal Works Agency, Public Works Administration, three certified copies of this resolution together with an equal number of certified copies of the proceedings of this meeting in connection with the adoption of this resolution and such further documents or proofs in connection with the acceptance of said offer as may be requested by the Federal Works Agency, Public Works Administration.

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

George W. Lawson
Fred B. Snyder

Sheldon V. Wood
Guy Stanton Ford

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

None

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

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
SPECIAL COMMITTEE
MINUTES

October 12, 1939

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Thursday, October 12, 1939 in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at three o'clock.

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

After discussion and upon motion by Regent Fred B. Snyder, and duly seconded by Regent George W. Lawson, with the recommendation of W. F. Holman, Supervising Engineer, Professor Roy Childs Jones, University Advisory Architect, Professor Ralph D. Casey, Department of Journalism, and W. T. Middlebrook, Comptroller, to approve the award of contracts for furnishings and equipment and to appropriate additional funds for the Journalism Building, Docket No. Minnesota 1680-F, University of Minnesota, Minneapolis, Minnesota, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota for its approval:

A resolution awarding contracts for furnishings and equipment and appropriating additional funds for the Journalism Building, Docket No. Minnesota 1680-F.

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

WHEREAS, the new Journalism Building project is based on a present budget of \$246,500 which includes the sum of \$15,817 for the purchase of furnishings and equipment, this total budget having been reduced from \$275,000 by action of the Special Committee on

Public Works Administration Projects of the Regents of the University of Minnesota in awarding construction contracts on April 3, 1939, and

WHEREAS, the lowest acceptable qualified bids for furnishings and equipment for the project as received on October 3, 1939 were in the aggregate amount of \$17,073.88, which amount does not include a quotation covering the motion picture sound screen for which no bid was received as requested under Section XVIII of the Specifications for Furnishings and Equipment and which amount of \$17,073.88 does not include a quotation covering two loud speakers specified as item No. 6, Section XXIV, of the Specifications for Furnishings and Equipment, the RCA Manufacturing Company, only bidder on Section XXIV, having excluded these loud speakers from its bid with the following statement:

"The RCA Manufacturing Company, Incorporated, does not supply, nor, to the best of its knowledge and belief, is it able to obtain from any other manufacturer the equipment specified under item 6 of Section XXIV, therefore, this item is not included in our above quotation."

WHEREAS, upon recommendation of W. F. Holman, Supervising Engineer, Professor Ralph D. Casey, Chairman of the Department of Journalism, Professor Roy Childs Jones, University Advisory Architect, and W. T. Middlebrook, Comptroller, it is deemed advisable to take the following actions:

(a) Award contracts covering bids A to M and P to S, all inclusive, to the low bidders.

(b) Award contract covering bid T, Section XXIV, to the RCA Manufacturing Company, Incorporated, on the basis of the bid submitted which was in the amount of \$1,415.65 with two loud speakers called for as item No. 6, Section XXIV, excluded.

(c) Reject the low bid in the amount of \$960 as submitted by the Woodstock Typewriter Company as bid O covering typewriters, Section XIX, and accept the bid submitted by the Royal Typewriter Company in the amount of \$1,050, which bid was in the same amount as that submitted by Underwood Elliott Fisher Company for the following reasons:

1. The Woodstock machine has an open bottom, while the Royal typewriter is provided with a snap-in bottom pan. The entire Royal machine is approximately 99 per cent enclosed, which conceals the type bar and ribbon movement. The Woodstock type bar is exposed approximately 1" above the sight line when the bar is in striking position and the ribbon movement is in full view. It is estimated that the almost complete closing of the Royal typewriter results in the elimination of at least one complete cleaning and overhauling in a three-year period. The average price for complete cleaning is \$15, which means a saving of \$225 in machine maintenance over a three-year period on the basis of 15 machines as required by this contract.

2. The Royal typewriter is furnished with a crackle finish which completely eliminated glare and the reflection of the key-

board in the face of the machine. The Woodstock is furnished in a shiny enamel finish.

3. The Royal typewriter is very much quieter in operation than the Woodstock machine, which is of utmost importance with 15 machines operating at one time in the same room.

4. The Royal machine is equipped with a variable touch control, while the Woodstock has no such adjustment.

5. The Royal type basket hood is hinged to tilt to facilitate cleaning of the type, while the hood on the Woodstock machine must be completely detached to gain access.

6. The Royal typewriter has a continuous bail type paper holder with visible scale across the bail. No fingers obstruct the paper and typing can be accomplished from edge to edge of the paper. The Woodstock is provided with two paper fingers and no additional holding device, and the holding fingers block approximately one-half inch at each end of the paper.

7. The Royal typewriter is equipped with a built-in card holder for typing cards, while the Woodstock has no comparable attachment.

8. The Royal has a double scale at the base of carriage to facilitate checking the locations of tabulation stops and is equipped with keyboard operated tabulator set and release, the release being so constructed that tab stops can be released singly or collectively. The Woodstock machine is equipped with a single scale only and it is inconvenient to check the location of tab stops, and while the machine is furnished with a keyboard tab stop set the tab stops must be released at the rear of the carriage and tab stops cannot be released individually, but must be released collectively, which means that if only one stop is to be eliminated all other stops must again be reset.

9. The line space set on the Royal typewriter is easily accessible at the top of the carriage and can be adjusted with the carriage in any position, while the Woodstock line space adjustment is inaccessible and can be operated only after the carriage is moved to the extreme left-hand position.

10. The Royal typewriter is equipped with right and left-hand margin adjustments operated by trip key at the ends of the carriage, while the Woodstock right- and left-hand margin sets can be operated only from the back of the carriage after tilting paper and the paper rest into a forward position.

11. All parts of the Royal typewriter other than the crackle enamel parts and the type itself are completely oxidized after copper plating, while comparable Woodstock parts are enameled.

12. The Royal shift is silent and shifts the type basket downward with a minimum effort and without visible motion. The Woodstock shifts the carriage of the machine upward, is very noisy, heavy to operate, and the shifting motion is visible.

13. It is an established fact that the Royal typewriter is the fastest machine available. All important speed records are held on Royal machines.

14. At present there are about 500 Royal typewriters being used on the Campus of the University of Minnesota and University experience with this machine has proven them to be very durable. Approximately ten Woodstocks now being used on the University campus have provided a sufficient test to prove them to be an undesirable machine.

15. At the present time used typewriter dealers are paying 135 per cent more for used Royals than for Woodstocks of the same age. The Royal typewriter lists for \$115.50, while the Woodstock is listed at \$112.50. In January of this year the City of Minneapolis purchased for the Board of Public Welfare 80 Royal typewriters at a price of \$93.50 each in preference to the low bid of \$64 a unit as offered by the Woodstock Typewriter Company. This decision of the officials of the City of Minneapolis was reached only after exhaustive tests had been made.

16. Professors Charnley, Kildow, Nafziger, Ford, Thackrey, and Casey are unanimous in their dislike of the Woodstock typewriter with the preponderance in favor of the Royal in preference to the Underwood. This is one reason for the choice of the Royal in preference to the Underwood at the same price. Also to be considered is the fact that during the month of April of this year the Underwood Typewriter Company was favored with an order for 20 machines for the *Minnesota Daily*, which comes within the scope of the Department of Journalism.

(d) the amount of \$2,500 on the following basis:

For furniture and equipment bids A to M and O to T the sum of \$1,256.88 (55 per cent Owners' funds, 45 per cent grant)

For otherwise adjusting the budget in accordance with the latest estimate of the ultimate cost of the project, \$1,118.12 (55 per cent Owners' funds, 45 per cent grant)

For the purchase of motion picture sound screen and two loud speakers for which no bids were received under Public Works Administration bidding regulations, \$125 (100 per cent Owners' funds)

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

Section 1. That contracts for furnishings and equipment for the new Journalism Building be awarded on the following basis:

Bid A—For the complete installation of the auditorium seats described in Section V of the Specifications for Furnishings and Equipment, The St. Paul Book and Stationery Company, 55 East Sixth Street, St. Paul, Minnesota, low bid..... \$ 2,054.58

Bid B— For the complete installation of the checkroom equipment as described in Section VI of the Specifications for Furnishings and Equipment, W. W. Haldeman Company, 2694 Union Avenue, St. Paul, Minnesota, low bid.....	271.60
Bid C—For furnishing and delivering lecterns and costumers as described in Section VII of the Specifications for Furnishings and Equipment, Miller Davis Company, 219 South Fourth Street, Minneapolis, Minnesota, low bid.....	225.40
Bid D—For furnishing and delivering the lamps as described in Section VIII of the Specifications for Furnishings and Equipment, Farnham Stationery and Supply Company, 417 Hennepin Avenue, Minneapolis, Minnesota, low bid.....	59.00
Bid E—For furnishing and delivering tables and typewriter stands as described in Section IX of the Specifications for Furnishings and Equipment, Farnham Stationery and Supply Company, 417 Hennepin Avenue, Minneapolis, Minnesota, low bid.....	1,912.49
Bid F—For furnishing and delivering desks as described in Section X of the Specifications for Furnishings and Equipment, Globe Office Furniture Company, 524 Second Avenue South, Minneapolis, Minnesota, low bid.....	1,392.00
Bid G—For furnishing and delivering chairs as described in Section XI of the Specifications for Furnishings and Equipment, Taylor Chair Company, 587 Northwestern Bank Building, Minneapolis, Minnesota, low bid.....	1,901.76
Bid H—For furnishing and delivering the table armchairs as described in Section XII of the Specifications for Furnishings and Equipment, St. Paul Book and Stationery Company, 55 East Sixth Street, St. Paul, Minnesota, low bid.....	1,140.00
Bid I—For furnishing and delivering the lounge furniture as described in Section XIII of the Specifications for Furnishings and Equipment, Taylor Chair Company, 587 Northwestern Bank Building, Minneapolis, Minnesota, low bid.....	255.02
Bid J—For furnishing and delivering the posture chairs as described in Section XIV of the Specifications for Furnishings and Equipment, Farnham Stationery and Supply Company, 417 Hennepin Avenue, Minneapolis, Minnesota, low bid.....	350.00
Bid K—For furnishing and delivering the files, shelving, counter material, storage cabinets, and typewriter stands described in Section XV of the Specifications for Furnishings and Equipment, General Fireproofing Company, 312 North First Street, Minneapolis, Minnesota, low bid.....	1,260.87

Bid L—For furnishing and delivering the book-cases described in Section XVI of the Specifications for Furnishings and Equipment, Globe Office Furniture Company, 524 Second Avenue South, Minneapolis, Minnesota, low bid 658.60

Bid M—For furnishing and delivering the upholstered furniture described in Section XVII of the Specifications for Furnishings and Equipment, Miller Davis Company, 217 South Fourth Street, Minneapolis Minnesota, low bid 398.20

Bid O—For furnishing and delivering the typewriters as described in Section XIX of the Specifications for Furnishings and Equipment, Royal Typewriter Company, 216 South Fifth Street, Minneapolis, Minnesota 1,050.00

Bid P—For furnishing and delivering the electric fans as described in Section XX of the Specifications for Furnishings and Equipment, Farnham Stationery and Supply Company, 417 Hennepin Avenue, Minneapolis, Minnesota, low bid 203.72

Bid Q—For furnishing and installing the lockers as described in Section XXI of the Specifications for Furnishings and Equipment, Fred Medart Manufacturing Company, 2694 University Avenue, St. Paul, Minnesota, low bid 957.00

Bid R—For furnishing and delivering the Adman cabinet and newspaper make-up table as described in Section XXII of the Specifications for Furnishings and Equipment, American Type Founders Sales Corporation, 421 South Fourth Street Minneapolis, Minnesota, low bid 782.35

Bid S—For furnishing and delivering the drafting tables and stools as described in Section XXIII of the Specifications for Furnishings and Equipment, H. A. Rogers Company, 911 Marquette Avenue, Minneapolis, Minnesota, low bid 785.64

Bid T—For furnishing and delivering the radio laboratory equipment as described in Section XXIV of the Specifications for Furnishings and Equipment, RCA Manufacturing Company, 201 North Front Street, Camden, New Jersey, with the provision that the contract shall not include the furnishing of two loud speakers specified as item 6, Section XXIV, of the Specifications for Furnishings and Equipment, low bid 1,415.65

Total \$17,073.88

Section 2. That the motion picture sound screen specified as Section XVIII and two loud speakers specified as item 6, Section XXIV, of the Specifications for Furnishings and Equipment,

for which no bids were received under Public Works Administration grant, be purchased by the University of Minnesota without benefit of grant for an amount not to exceed \$125.

Section 3. That an additional sum of \$1,656.25 be transferred from reserves to the construction account for this project to adjust the budget to the latest estimate of the ultimate cost of the project as follows:

1. Preliminary		\$	72.20
2. Land and Right-of-way			
3. Construction			
(a) Excavation and Foundation	\$ 13,960.43		
(b) General Superstructure	163,105.03		
(c) Plumbing and Heating	29,587.00		
(d) Electrical	12,400.00		
(e) Equipment	17,198.88		
(f) Contingency	500.00	236,751.34	
4. Engineering			
C. H. Johnston, Architect, PWA Grant Application Costs	750.12		
C. H. Johnston, Architect, and Pills- bury Engineering Company, In- spections	300.00		
Concrete Mixing Plant Inspection	100.00		
C. H. Johnston, Architect, 3% on (a) and (b)	5,311.96		
C. H. Johnston, Architect, 1% on (c) and (d)	419.87		
Pillsbury Engineering Company 4% on (c) and (d)	1,679.48		
Owners' Supervisor (to 2-1-40 on basis of time extension request September 15, 1939)	3,049.46	11,610.89	
5. Administrative (to 2-1-40)	465.57	465.57	
6. Interest			
7. Miscellaneous	100.00	100.00	
Total		\$249,000.00	

The above total estimate of \$249,000 includes the sum of \$125 for the purchase of loud speakers and motion picture sound screen without benefit of grant, the balance of the total estimate to be financed by the Owners and Public Works Administration on a 45 per cent grant basis.

Section 4. Provided that awards proposed in this resolution shall be contingent upon Public Works Administration approval and shall not become effective until the contractors shall have been notified in writing by C. E. Griswold, Assistant Comptroller and Assistant Secretary, of such awards.

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

George W. Lawson
Fred B. Snyder

Sheldon V. Wood
Guy Stanton Ford

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

None

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

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
INVESTMENT COMMITTEE
MINUTES

October 13, 1939

A meeting of the Investment Committee of the Board of Regents was held in the Regents' Room, Administration Building, on Friday, October 13, 1939, at two-thirty o'clock.

Present: Regent Snyder, presiding; Regents Griggs and Rogstad, President Ford, Dean Willey, and Mr. Griswold.

Mr. L. R. Lunden having presented his report on endowment funds dated October 13, 1939, filed supplement to the minutes, page 1595, the Committee voted to approve the following statement of policy relative to the investment of endowment funds:

1. That the statement of investment policy as stated in the letter written under date of August 18, 1936, by the members of the Investment Committee to the Board of Regents be reaffirmed except that the division of 20% of portfolio for stock be $7\frac{1}{2}\%$ preferred and $12\frac{1}{2}\%$ common instead of 5% and 15%.
2. That future purchases and sales of securities be made with the end in view of achieving the approximate distribution of securities as outlined on page 5 of the report.
3. That odd lots be eliminated insofar as it is practicable.
4. That all foreign bonds be liquidated as rapidly as full or substantial recovery of invested principal permits.
5. That special attention be given to the railroad section of the portfolio with the following general principles governing future recommendations:
 - a. That present holdings of equipment trust certificates be left undisturbed, and
 - b. That future investment of *new* money in railroad securities be restricted to equipment trust certificates, and
 - c. That bonds secured by terminal properties and held in odd lots be disposed of as rapidly as full recovery of invested principal will permit, and

- d. That the bonds of Cleveland Union Terminals be given immediate attention with a view to exchanging them for other securities selling at approximately the same price but possessing stronger credit characteristics, and
- e. That bonds in Schedules "I" and "J" be disposed of as rapidly as full or substantial recovery of invested principal will permit, and
- f. That the bonds of the Northern Pacific be given immediate attention with a view to exchanging them for other securities selling at approximately the same price but possessing stronger credit characteristics, and
- g. That approval be given to assent on behalf of the University to plans of reorganization approved by the Interstate Commerce Commission in the cases included in Schedule "K" as well as in the other instances in which the University holds bonds of carriers now undergoing reorganization, and
- h. That the Investments Committee approve a level of prices, to be prepared and submitted by the Investment Counsel, so that some latitude of action is accorded us in the event that the current upturn in railroad earnings proves to be either sustained or ephemeral.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
PHYSICAL PLANT COMMITTEE
MINUTES

October 14, 1939

A meeting of the Physical Plant Committee of the Board of Regents was held in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota on Saturday, October 14, 1939, at nine-thirty o'clock.

Present: Regent Novak, presiding; Regents Griggs, Lobb, Olson, Quinlivan, Rogstad, and Snyder, and Mr. Ford.

The Comptroller having reported to the Regents that the contract with the Minneapolis General Electric Company covering the supplying of electrical energy for the Minneapolis campus expires January 17, 1940 but continues in force for an additional five-year period unless terminated by written notice of cancellation given by either party to the contract, voted to give no notice of cancellation.

On recommendation of the President, the Dean of the Department of Agriculture, and the Comptroller, voted to locate the Field Crops Building on the site north of the present Agronomy (Old Farm House) Building, and to authorize the architects to prepare plans and specifications for the building on this site with the approximate following distribution of funds:

Two units of building.....	\$270,000
Tunnel connections, etc.	50,000
Greenhouses	15,000
Equipment	15,000
Total	<u>\$350,000</u>

The Comptroller reported for the information of the Committee that the Executive Department of the Great

Northern Railway had agreed to issue quit claim deeds covering the land given to the University and the land being acquired from the Red River Valley Livestock Association.

The Comptroller having reported the advertising, calling for, and receiving of bids for the leasing of the gravel pit at the corner of Como and Cleveland, the Committee voted to authorize the proper officers to complete and execute a lease agreement with the highest responsible bidder, in accordance with the conditions and specifications of the bid call.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
MINUTES

October 14, 1939

A meeting of the Board of Regents was held in the Regents' Room of the Administration Building, University of Minnesota, Minneapolis, on Saturday, October 14, 1939 at ten o'clock.

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

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

Voted to approve the report of the Investment Committee of October 13, 1939.

Voted to approve the report of the Physical Plant Committee of October 14, 1939.

Voted to accept the following resignations:

Emmett O Shultz Instructor Drawing and Descriptive Geometry effective September 15, 1939

Dorothy Smith Instructor Northwest School and Experiment Station effective September 27, 1939

Elsie Trautman Instructor West Central School and Experiment Station effective September 22, 1939

Daniel R Clark Instructor School of Dentistry effective September 15, 1939

James W Horner, Jr Teaching Assistant Chemistry effective September 30, 1939

Grant O Sedgwick Teaching Assistant Chemistry effective September 15, 1939

Lawrence Henson Research Assistant Plant Pathology and Botany effective September 30, 1939

Helen Almars Teaching Assistant Art Education effective September 1, 1939

Harold E Miller Medical Fellow Minneapolis General Hospital Fund effective September 30, 1939

Arnoldus Goudsmit Medical Fellow Mayo Foundation effective September 15, 1939

Lincoln F Steffens Medical Fellow Mayo Foundation effective July 15, 1939
 Bernerd O A Thomas Medical Fellow Mayo Foundation effective September 15, 1939
 Sigvald C Martensen Stevens County Agricultural Agent Agricultural Extension effective October 15, 1939
 Herbert R Jensen Assistant to Director Visual Education Service effective September 30, 1939
 Walter Rydberg Messenger Library effective September 30, 1939
 Dan J Olsen Farm Laborer Veterinary Medicine effective September 30, 1939
 Margaret E Haney Head Technician Physical Education for Teaching and Research in Physiology effective October 31, 1939
 Seth Fitch Maintenance Man Physical Plant effective September 21, 1939
 Ida F Dugan Maid Pioneer Hall effective September 26, 1939
 Neelie Jenson Maid Pioneer Hall effective September 26, 1939
 Estelle E Lamberton Maid Pioneer Hall effective September 26, 1939
 Florence Adams Cook University of Minnesota Hospitals effective August 26, 1939
 William N Bradley Hospital Attendant University of Minnesota Hospitals effective September 26, 1939
 Ethel Lidstrom, General Duty Nurse University of Minnesota Hospitals effective October 31, 1939
 Frances Martin General Duty Nurse University of Minnesota Hospitals effective October 1, 1939
 Nora M McGill General Duty Nurse University of Minnesota Hospitals effective September 30, 1939
 Leonard N Norcia Hospital Attendant University of Minnesota Hospitals effective September 24, 1939

Voted to approve the following appointments:

George P Conger as Acting Chairman Philosophy Department for 1939-40
 Barbara Wright as Professorial Lecturer General Education for fall and winter quarters of 1939-40 at \$300 Term CH12
 Charles F Shearer as Lecturer Forestry for fall quarter of 1939-40 at \$300 Term CH33
 Stephen B Humphrey as Instructor English 1939-40 at \$1,800 Term B
 Frederick C Teske, Jr as Instructor Drawing and Descriptive Geometry 1939-40 at \$2,200 Term B
 Martha M Manning as Instructor Northwest School and Experiment Station October 1, 1939 to March 31, 1940 at \$1,200 Term C
 Doris J Gahlon as Instructor West Central School and Experiment Station October 1, 1939 to March 31, 1940 at \$720 Term C

Eva C Paulson as Instructor West Central School and Station October 1, 1939 to March 31, 1940 at \$1,000 Term C

Olaf Mickelsen as Instructor in Physiological Chemistry and Associate Chemist Hospital Laboratories October 1, 1939 to June 30, 1940 at the rate of \$2,250 Term AIV

Leo N DeMouilly as Instructor Law School October 16, 1939 to June 15, 1940 at \$500 Term CH12

Richard H Bachelder as Lecturer Law School October 16, 1939 to June 15, 1940 at \$600 Term CH18

Carol J Harrin as Teacher Institute of Child Welfare October 1, 1939 to June 15, 1940 at \$473 Term CH50

Kasmer E Dykoski as Teaching Assistant Astronomy 1939-40 at \$300 Term BH25

James Featherstone as Teaching Assistant English 1939-40 at \$500 Term BH42

Wilfred H Lindquist as Teaching Assistant English 1939-40 at \$300 Term BH25

William G Madsen as Teaching Assistant English 1939-40 at \$300 Term BH25

Mary L Rice as Teaching Assistant English 1939-40 at \$300 Term BH25

Helen B Trieglaff as Teaching Assistant Fine Arts 1939-40 at \$600 Term BH50

Russell G Whitesel as Teaching Assistant Political Science 1939-40 at \$600 Term BH50

Blanche R Ewald as Teaching Assistant Sociology 1939-40 at \$400 Term BH33

John L Hamilton as Teaching Assistant Speech for fall quarter of 1939-40 at \$200 Term CH50

David W Thompson as Teaching Assistant Speech 1939-40 at \$600 Term BH50

Norman E Huseby as Teaching Assistant Aeronautical Engineering for fall and winter quarters of 1939-40 at \$200 Term CH25

Russell L Nielsen as Teaching Assistant Electrical Engineering 1939-40 at \$600 Term BH50

Robert M Saunders as Teaching Assistant Electrical Engineering 1939-40 at \$600 Term BH50

Don Aubrecht as Teaching Assistant Chemistry 1939-40 at \$500 Term BH42

Henry C Miller as Teaching Assistant Organic Chemistry October 1, 1939 to June 15, 1940 at the rate of \$500 Term BH42

Virgil Boekelheide as Teaching Assistant Chemistry 1939-40 at \$500 Term BH42

Donald M Kinch as Teaching Assistant Agricultural Engineering 1939-40 at \$600 Term BH50

Walter R Peterson as Teaching Assistant Agricultural Engineering October 1, 1939 to March 31, 1940 at \$400 Term CH50

Walter E Tolles as Teaching Assistant Agricultural Engineering October 1, 1939 to June 15, 1940 at \$567 Term CH50

Russell T Nelson as Research Assistant Agronomy and Plant Genetics October 1, 1939 to June 30, 1940 at \$500 Term CH42

Clemens M Kaufman as Teaching Assistant Forestry 1939-40 at \$500 Term BH42

Dorothy J Blaisdell as Research Assistant Plant Pathology and Botany October 2, 1939 to March 15, 1940 at \$40 per month Term CH30

Alfred C Caldwell as Teaching Assistant Soils 1939-40 at \$300 Term BH25

David L Brink as Research Assistant Forestry 1939-40 at \$600 Term EH50

Edgar C McVoy as Research Assistant Rural Sociology Agricultural Experiment Station 1939-40 at \$720 Term BH60

Elias Amdur as Research Assistant Graduate School Research Fund—Chemistry for fall and winter quarters of 1939-40 at \$200 Term CH25

Sigmund Jacobs as Research Assistant Graduate School Research Fund—Chemistry October 1, 1939 to May 31, 1940 at \$275 Term CH26

John H Corbett as Teaching Assistant General College 1939-40 at \$1,200 Term B

Sylvia G Ericson as Teaching Assistant General College for fall quarter of 1939-40 at \$133.33 Term CH33

Paul E Hanchett as Teaching Assistant General College 1939-40 at \$200 Term EH17

Philip J Schlessinger as Teaching Assistant General College 1939-40 at \$200 Term EH17

James E Hilton as Research Assistant National Live Stock and Meat Board Fund—Botany 1939-40 at \$360 Term EH30

Robert S Marvin as Research Assistant Rockefeller Foundation Research in Biology and Medicine 1939-40 at \$300 Term BH25

Lawrence C Larson as Research Fellow American Council on Education—Movie Evaluation September 1, 1939 to June 30, 1940 at \$850 Term CH38

Frederic M Lord as Research Assistant American Council on Education—Movie Evaluation 1939-40 at \$600 Term BH50

Sylvie L Redmond as Teaching Assistant Institute of Child Welfare without salary 1939-40 Term BH50

John R Meade as Clinical Assistant Medicine without salary October 1, 1939 to June 30, 1940

Carol A Syndergaard as Assistant Home Demonstration Agent Agricultural Extension October 10, 1939 to June 30, 1940 at the rate of \$1,500 Term AIV

Ralph J Strom as Administrative Fellow University Testing Bureau September 21, 1939 to June 15, 1940 at the rate of \$600 Term BH50

Freeman Koberstein as recipient of the Emil Oberhoffer Memorial Fund Scholarship of \$400 for 1939-40

Arthur Pearson as recipient of the LeRoy Cady Memorial Scholarship—School of Agriculture of \$75 for 1939-40

The following as recipients of the Sears Roebuck Agricultural Scholarship—School of Agriculture of \$50 each for 1939-40

Louis Bulfur	Albert Maas
Paul Halstead	Grant Miley
George Heikes	Donald Palmer
Donald Koecher	

The following as recipients of the Women's Self-Government Association Scholarships of \$100 each for fall and winter quarters of 1939-40

Mary Axford—Education	Andrine M Olson—Agriculture
Dorothy Hanley—Arts	Josephine Price—Arts
Mildred M Hensch—Arts	Evelyn Seeger—Arts
Ruth Hetland—Business	Dolores Webster—Education

Arnold B Erickson as Junior Entomologist Entomology and Economic Zoology August 16, 1939 to June 30, 1940 at the rate of \$1,125 Term AH50

Carl L Wallfred as Associate Chemical Engineer Northwest Research Institute October 1 to November 30, 1939 at \$450 Term C
Evelyn D Bergan as First Library Assistant University High School 1939-40 at \$800 Term BH50

Evalyn E Brenner as Junior Library Assistant Library Department of Agriculture September 18, 1939 to June 30, 1940 at the rate of \$960 Term AIII

Harrison C Schmiesing, Jr as Messenger Library September 25, 1939 to June 30, 1940 at the rate of \$780 Term AIII

Charlotte G Anderson as Record Clerk English 1939-40 at \$720 Term B

Nellie N Sioris as Clerk-Stenographer Library Department of Agriculture September 25, 1939 to June 30, 1940 at the rate of \$960 Term AIII

Dorothy M Wishnick as Technician Physical Education for Teaching and Research in Physiology September 16, 1939 to June 30, 1940 at the rate of \$1,080 Term AIII

Phyllis J Hawlish as Clerk-Stenographer Radio Broadcasting General Extension Division September 25, 1939 to June 30, 1940 at the rate of \$960 Term AIII

Lillian Loman as Launderer University Laundry October 1, 1939 to June 30, 1940 at the rate of \$750 Term AII

Lawrence J Reader as Junior Chemical Engineer Northwest Research Institute October 1 to November 30, 1939 at \$300 Term C

Arthur C Hallickson as Maintenance Man Physical Plant October 1, 1939 to June 30, 1940 at the rate of \$1,200 Term AII

The following in the University of Minnesota Hospitals:

			Annual Rate	Term
Enid Bublely	General Duty Nurse	September 1, 1939	\$720 ^a	AIV
Bertha A Luker	Head Nurse	October 1, 1939	960 ^a	AIV
Helen Primmer	Domestic Helper	October 1, 1939	600 ^b	AII
Merrill Scoville	Hospital Attendant	October 1, 1939	600 ^b	AII
Kenneth C Tracy	Hospital Attendant	October 1, 1939	600 ^b	AII
Rachel J Witte	Head Nurse	September 25, 1939	960 ^a	AIV

^a Full maintenance.

^b Board only.

Voted to approve the following promotions and transfers:

Ralph T Craig from Instructor Trade and Industrial Education for fall quarter of 1939-40 at \$250 Term CH33 to Professorial Lecturer at \$750 Term BH23 for 1939-40

Betty Stocks from Record Clerk English at \$855 Term B to Teaching Assistant at \$500 Term BH42 for 1939-40

Norman J Goodwin from Douglass County Agricultural Agent Agricultural Extension at \$2,400 (\$2,200 University—\$200 County) Term AHIV92 to State Club Agent at the rate of \$2,600 Term AIV October 16, 1939 to June 30, 1940

Kenneth W Hanks from Assistant County Agricultural Agent Agricultural Extension at \$1,800 Term AIV to Stevens County Agricultural Agent at the rate of \$2,100 Term AIV October 16, 1939 to June 30, 1940

Eleanor A Bilden from Technician Physical Education for Teaching and Research in Physiology to Technician in Medicine without change in salary September 16, 1939 to June 30, 1940

Lloyd S Gilbertsen from Floorman University of Minnesota Hospitals at \$1,020 Term AII to Elevator Operator at the rate of \$750^a Term AII October 3, 1939 to June 30, 1940

Voted to approve the following salary adjustments:

Robert Meyer Clinical Associate Professor Obstetrics and Gynecology without salary to the rate of \$3,000 Term AIV from the Robert Meyer Clinical Associate Professorship Fund September 1, 1939 to June 30, 1940

Milton F Kernkamp Instructor Plant Pathology and Botany at \$800 Term AH50 to receive \$200 for 50% additional time in General College October 1 to December 31, 1939

James W Miller Teaching Assistant Political Science from \$600 Term BHX50 to \$800 Term BHX67 for 1939-40

Howard R Penniman Teaching Assistant Political Science from \$600 Term BH50 to \$800 Term BH67 for 1939-40

Seymour I Feldman Teaching Assistant Zoology from \$400 Term BH33 to \$600 Term BH50 for 1939-40

Theodore R Wright Research Assistant Plant Pathology and Botany from \$460 Term AH29 to the rate of \$800 Term AH50 October 16, 1939 to June 30, 1940

Vernon C Schranz Teaching Assistant General Education from \$300 Term BH25 to \$400 Term BH33 for 1939-40

George Wilkens Research Assistant Agricultural Economics at \$800 for 100% time July 1 to September 30, 1939 and 33% time October 1, 1939 to June 30, 1940 to receive \$150 for 19% additional time in the School of Agriculture October 1, 1939 to March 31, 1940

Dale E Berglund Junior Accountant Student Organizations Office from \$1,380 Term AIII to \$1,440 Term AIII for 1939-40

^a Board only.

Leona Nelson Assistant to the Registrar Registration Office Department of Agriculture at \$1,700 Term AIII to serve 93% time October 1 to December 15, 1939

Mary Nizielski Janitress Physical Plant from \$540 Term BH63 to the rate of \$864 Term AH75 October 1, 1939 to June 30, 1940

Voted to approve the following leaves of absence:

Robert C Behn Examiner—Classified Service Committee on Educational Research leave with salary September 16-26, 1939 on account of illness

Mabel E Cole General Duty Nurse University of Minnesota Hospitals leave without salary August 29 to September 10, 1939 on account of death in family

Marjorie M Gelling General Duty Nurse University of Minnesota Hospitals leave without salary September 25 to October 1, 1939 for vacation

Alice Nelson General Duty Nurse University of Minnesota Hospitals leave without salary September 4-17, 1939

Ardis Tostenson General Duty Nurse University of Minnesota Hospitals leave without salary September 11-24, for vacation

The Comptroller read for the information of the Board letter of appreciation from Mrs. Donald C. Balfour (Carrie Mayo) of the resolution of the Regents relative to the death of the late Honorable W. J. Mayo, filed supplement to the minutes, page 1596.

The Comptroller read for the information of the Board letter of appreciation from Mr. Kingsley H. Murphy relative to the naming of the Journalism building, The William J. Murphy Hall, in honor of his father, Wm. J. Murphy, filed supplement to the minutes, page 1597.

Voted to approve the following resolution:

WHEREAS, There are many occasions in connection with which it is necessary to indicate the date of the founding of the University of Minnesota, and

WHEREAS, Confusion now exists concerning the date that should be specified, and

WHEREAS, The Laws of 1851, Chapter 3, (approved February 25, 1851) establish the University of Minnesota, vest its government in a Board of Regents and remain the charter under which the University has since been governed,

Therefore, be it resolved, That February 25, 1851 be and now is specified as the date of the founding of the University of Minnesota and shall be so stated on all occasions and in all instances that require an indication of the founding date.

The Comptroller reported for the information of the Board a minor fire in the silo, Veterinary Building, caused

by lightning, on October 4, 1939. Estimated cost of repairs \$100.

The Comptroller reported to the Board that the President of the University had authorized the traveling expenses of Professor Laurence Schmeckebier of the Department of Fine Arts, author of a recent volume entitled *Modern Mexican Art*, to attend a convention on International Relations in the Field of Art, on the invitation of Secretary Hull, on October 11 and 12, 1939.

On recommendation of the President the Board authorized reemployment of Professor Marguerite Guinotte, Assistant Professor of Romance Languages, granted a sabbatical leave for 1939-40, with the understanding that such reemployment would not prejudice Professor Guinotte's later request for sabbatical leave absence.

Voted to grant permission for Professor Arthur B. Jennings, Department of Music, to become choir director and organist at the Plymouth Congregational Church, Minneapolis, with the understanding such work will not interfere with Professor Jennings' responsibilities to the University.

Voted to accept with thanks the following gift:

Donor	Pi Tau Pi Fraternity
Amount	\$118.07
Fund	Charles Levinson Memorial Fund
Purpose	For the purchase of lithographs and prints on the history of journalism and printing, as a memorial to the late Charles Levinson, a former sophomore student in Journalism, in accordance with correspondence filed supplement to the minutes, page 1598.

Voted to accept with thanks music collection from the late Irving W. Jones for the University Library.

Voted to approve the report of the Comptroller to the Chairman of the Executive and Finance Committee, filed supplement to the minutes, page 1599.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary