

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
SPECIAL COMMITTEE
MINUTES

November 20, 1939

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Monday, November 20, 1939 in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at two o'clock.

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

After discussion and upon motion by Regent George W. Lawson, and duly seconded by Regent Fred B. Snyder, to file application for an amendatory grant having as its purpose, without increase of the original project grant, the allocation to the purchase of furnishings and equipment funds saved by the owners in building construction costs of the Coffman Memorial Union project, Docket No. Minnesota 1358-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 requesting an amendatory grant having as its purpose, without increase of the original project grant, the allocation to the purchase of furnishings and equipment funds saved by the owners in building construction costs of the Coffman Memorial Union project, Docket No. Minnesota 1358-F.

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

PART I

WHEREAS, on June 15, 1938 an application was filed with the Federal Emergency Administration of Public Works, on behalf of the Regents of the University of Minnesota, for a forty-five per

cent grant in aid for the construction of a students union building estimated to cost \$1,975,028.60. The application included, as indicated on PWA Form No. 175 which formed a part of the application, the sum of \$147,669.60 for the purchase of "Interior Equipment." On October 24, 1938 the United States Government tendered to the Regents of the University of Minnesota an offer of grant in the amount of forty-five per cent of the cost of the Project (designated as Docket Minnesota 1358-F) but not to exceed the sum of \$891,900. This offer was accepted on October 31, 1938 by action of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota, which Special Committee action was confirmed by the Board of Regents on November 5, 1938, and

WHEREAS, in the application for grant above referred to the University authorities proposed a Project that should not exceed a cost of \$1,975,028.60 as the basis for grant, this limitation having been predicated on an understanding, now known to have been erroneous, that certain Public Works Administration regulations existed that precluded the possibility of aid in excess of forty-five per cent of two million dollars. Accordingly, by including for aid only \$147,669.60 to cover "Interior Equipment," the proposed Project was held within the supposed limit of two million dollars, and

WHEREAS, by including only \$147,669.60 in the grant application for the purchase of "Interior Equipment" the Regents of the University of Minnesota elected to purchase, without benefit of grant, the balance of the furnishings and equipment required to properly operate the building as a revenue producing property, the total sum required for furnishings and equipment having been previously estimated at \$380,000, and

WHEREAS, it was determined that a subscription campaign should be conducted to finance the cost of equipment to be purchased without benefit of grant and to otherwise finance the cost of the Project, and

WHEREAS, after the subscription campaign had advanced through its most productive stages it became evident that the proceeds would be far from sufficient for the purchase of approximately \$233,000 worth of furnishings and equipment and otherwise partially finance the Project due to drouth and other economic conditions existing in this area, and

WHEREAS, because of the limited success that attended the campaign for funds, the Architects and Engineers were instructed to curtail plans for the use of many desirable but nonessential quality materials and mechanical devices such as granite, plate glass, rare woods, bronze, air conditioning apparatus, et cetera, in an effort to reduce the cost of the building in sufficient amount to provide a balance within the limits of the grant base to fully cover the purchase of all furnishings and equipment to the extent of \$380,000 with benefit of grant, and

WHEREAS, by effecting economies in the construction of the building sufficient savings were made to provide for the purchase of all furnishings and equipment to the extent of \$380,000, plus addi-

tional savings that created a contingent fund in excess of \$100,000, and

WHEREAS, in accordance with the owner's understanding that the procedure was permissible under the regulations in view of the grant which provides for the inclusion of "necessary equipment," a revised PWA Form PE-13 was prepared by the owners under date of August 2, 1939 reducing the item of "general construction" and increasing the item of "equipment" from \$147,669.60 to \$380,000. This revised Form PE-13 dated August 2, 1939 was submitted to the Regional Director and was acknowledged and approved by him through the issuance of PWA Form No. 194, Project Change 6-Project-2 dated August 11, 1939.

PART II

WHEREAS, on November 14, 1939 the first preliminary documents covering furnishings and equipment for the Coffman Memorial Union Building were presented to the Regional Director at Omaha, Nebraska by representatives of the University of Minnesota, and

WHEREAS, the Regional Director did approve these preliminary documents, but with the reservation that such approval covered the purchase of furnishings and equipment determined to be eligible at the time of final audit only to the extent of \$147,669.60 plus a reasonable overrun for errors in preliminary estimation. In explaining this reservation the Regional Director stated that it is not within his authority to approve the purchase of furnishings and equipment in excess of the amount set forth in the estimate of equipment costs accompanying the grant application even though such excess is derived from savings elsewhere in the Project and does not increase the total Project grant. The Regional Director further stated that in no event is it within his power to approve the purchase of furnishings and equipment in excess of fifteen per cent of the total cost of a given project, and

WHEREAS, the University of Minnesota had not been previously advised of the regulations quoted by the Regional Director, but had, to the contrary, been sustained in its understanding that the transfer of savings from "general construction" to "equipment" was permitted under the regulations through the Regional Director's approval of Revised PWA Form PE-13 dated August 2, 1939 by the issuance of Project Change 6-Project-2 dated August 11, 1939, which Project Change also failed to reveal the existence of regulations fixing a limit of fifteen per cent of the total cost of the Project for the purchase of furnishings and equipment, inasmuch as the document did approve a "furnishings and equipment" budget which is 19.17 (plus) per cent of the total cost of the Project.

PART III

WHEREAS, the Public Works Administration ruling with reference to the use of project savings for the purchase of necessary furnishings and equipment and limiting furnishings and equipment

costs to a maximum of fifteen per cent of the total cost of the Project very seriously affects the owners' plans for financing this Project in the following several ways:

(a) Application of this ruling to Docket Minnesota 1358-F is depriving the owners of savings which are the result of economies voluntarily imposed by the owners.

(b) If the savings which were created by economies imposed by the owners upon other departments of the Project are denied for use in connection with the purchase of furnishings and equipment, it will be necessary for the owners to borrow additional funds in excess of \$100,000.

(c) If it becomes necessary for the owners to issue certificates of indebtedness to the extent of \$100,000 more than has been anticipated for financing this Project, the maturities of these certificates must perforce be extended. The issue now contemplated could, it is believed, be retired within a ten-year period. The addition of \$100,000 to the issue, however, would increase the size of the loan to the extent that it could not be retired in less than fifteen years if adequate coverage of principal and interest requirements is maintained. It is obvious that an adequate margin of protection must be shown if a favorable rate of interest is to be secured.

(d) It was the intention of the owners to proceed with the sale of certificates of indebtedness to otherwise finance the Project within the next thirty days. This decision was based on the opinion that a money market more favorable than the present one cannot be expected. If borrowing is delayed pending final determination of the availability of Project funds for the purchase of all necessary furnishings and equipment, the University may be forced into a less favorable money market at a later date.

(e) The owners cannot now proceed with their borrowing to take advantage of the present favorable money market, making provision at this time for an additional \$100,000 against the possibility that Project savings will not be made available for the purchase of furnishings and equipment, for the reason that if the savings should be made available after loan contracts are entered into the owners would be obligated for interest payments on the surplus \$100,000 for one year. These certificates obviously cannot be called prior to one year after issuance under terms that bidders would undoubtedly insist upon.

PART IV

WHEREAS, in consideration of the previously stated facts, it is the judgment of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota that:

(a) The grant savings proposed for use in the purchase of all necessary furnishings and equipment for the Project were made possible by economies voluntarily imposed upon other

departments of the Project by the owners, and should, therefore, be available for the use of the owners at their discretion up to the limit of the grant.

(b) If the right to use these savings for the purchase of all necessary furnishings and equipment for the Project is not permitted, such disallowance would constitute a self-defeating revocation of the commitment of the United States Government to provide funds for the project to the extent of \$891,900.

(c) Disapproval of the right to use the savings previously mentioned for the purchase of furnishings and equipment would seem to contradict that statement in the offer of grant which provides for the inclusion of "necessary equipment."

(d) Disapproval of the right to use the savings now irrevocably made in construction to provide for the purchase of furnishings and equipment would seem to be a retroactive application in so far as this project is concerned.

(e) The imposition of a limit of fifteen per cent of the total cost of the Project as being the maximum extent to which grant money could be applied for the purchase of furnishings and equipment would appear to constitute a contradiction of that statement in the offer of grant which provided for the purchase of "necessary equipment," which statement was unqualified.

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

(a) That W. T. Middlebrook, Comptroller and Secretary of the Regents of the University of Minnesota be, and he hereby is, empowered and directed to make application to the Public Works Administration for an Amendatory Grant in connection with the Coffman Memorial Union Project, Docket Minnesota 1358-F, which Amendatory Grant, if approved by the Public Works Administration, shall have the effect of changing the scope of the Project by increasing the amount of money available for the purchase of furnishings and equipment under the grant to \$380,000, the monies required being now available from corresponding decreases that have been made in other divisions of the Project costs. The requested reallocation of Project funds is now set forth in PWA Form PE-13 dated August 2, 1939 as approved by the Regional Director through the issuance of Project Change 6-Project-2 dated August 11, 1939. No increase in the total cost of the Project is involved, and therefore no increase in the already approved grant.

(b) That the furnishings and equipment proposed for purchase under the Amendatory Grant to the extent of \$380,000 shall include all furnishings required for the proper operation of the Coffman Memorial Union Building as a revenue producing unit. This equipment shall include all dishes, glassware, silver, linens, kitchen equipment, pool and billiard tables, bowling alleys, et cetera, required, and without which the financing of the Project by borrowing against income cannot be accomplished.

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

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

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

None

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

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
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November 25, 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 on Saturday, November 25, 1939 at nine o'clock.

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

After considering the various problems relating to general traffic conditions, the Washington Avenue bridge, Washington Avenue depression, the Grand Rounds, and the "River Flats," the Physical Plant Committee recommended that its special committee consisting of Regents Snyder, Bell, Lawson, Novak, and Wood, meet with the Minneapolis Park Board, other Minneapolis and St. Paul official bodies concerned, and the State Highway Department, with a view to securing a program on these matters acceptable to all concerned.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary.

Age Buhl and William Sharkey as recipients of the Pullman Company Loan Fund Scholarships in the College of Agriculture, Forestry, and Home Economics of \$125 each for 1939-40

Voted to approve the following promotions and transfers:

James F Marvin from Research Assistant Rockefeller Foundation—Research in Biology and Medicine at \$600 Term BH50 to Instructor Radiology and Physical Therapy at the rate of \$1,800 Term AIV December 1, 1939 to June 30, 1940

Thomas D Hanscome from Teaching Assistant Physics at \$600 Term BH50 to Research Assistant Rockefeller Foundation—Research in Biology and Medicine at \$434 Term CH50 December 16, 1939 to June 30, 1940

Ellen Rassmussen from Assistant Nursing Supervisor University of Minnesota Hospitals at \$1,080 and maintenance Term AIV to Acting Assistant Superintendent of Nurses at the rate of \$1,560 and maintenance Term AIV December 1, 1939 to June 30, 1940

Frances Fredrickson from Head Nurse University of Minnesota Hospitals at \$960 and maintenance Term AIV to Acting Assistant Nursing Supervisor at the rate of \$1,080 and maintenance Term AIV December 1, 1939 to June 30, 1940

Mabel Johnson from General Duty Nurse University of Minnesota Hospitals at \$900 and maintenance Term AIV to Head Nurse at the rate of \$960 and maintenance Term AIV December 1, 1939 to June 30, 1940

Voted to approve the following salary adjustment:

Richard H Bachelder Lecturer Law School at \$600 Term CH18 October 16, 1939 to June 15, 1940 to receive \$200 additional for 12% time as Lecturer in Pharmacy winter quarter of 1939-40

Voted to approve the following leaves of absence:

David F Swenson Professor and Chairman Philosophy leave with half salary for winter and spring quarters of 1939-40 on account of illness

Charles A Mann Professor and Chief Chemistry leave with half salary for winter and spring quarters of 1939-40 on account of illness

Clara M Brown Professor Home Economics Education leave without salary for the winter quarter of 1939-40 without jeopardizing claim to sabbatical furlough for work with the Federal Office of Education in Washington, D.C., analyzing data collected in nation-wide survey on status of Home Economics training in secondary schools of United States; also assist in inaugurating a program of curriculum study at Pennsylvania State College.

Edmund G Williamson Coordinator of Student Personnel Services and Associate Professor of Psychology leave without salary August 3-17, 1940 to teach courses in student personnel work at Harvard University summer session

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
MINUTES

November 25, 1939

A meeting of the Board of Regents was held in the Regents' Room in the Administration Building, University of Minnesota, Minneapolis, Minnesota on Saturday, November 25, 1939 at ten o'clock.

Present: Mr. Ford, presiding; Regents Bell, Gainey, Griggs, Lawson, 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 approve the report of the Physical Plant Committee of November 25, 1939.

Voted to approve the minutes of the following meetings:

- Board of Regents of October 21, 1939
- Special Committee on Public Works Administration Projects of October 30, 1939
- Physical Plant Committee of November 4, 1939
- Board of Regents of November 4, 1939

Voted to approve the following corrections of minutes:

September 15, 1939 promotion of Glen A Babcock to Engineer-Fireman at the rate of \$1,600 to read at the rate of \$1,800.

September 30, 1939 the appointment of Harry P Cooper as Professorial Lecturer in General Extension to read General Education

Voted to approve the following amendments of minutes:

September 15, 1939 Adelbert L Dippel as Associate Professor Obstetrics and Gynecology at the rate of \$4,000 Term AIV beginning March 1, 1940 to read beginning February 1, 1940

September 30, 1939 Helen C Crooks Assistant Nursing Supervisor University of Minnesota Hospitals leave without salary August 19 to September 2, 1939 to read to September 1, 1939

Voted to accept the following resignations:

Glenn R Jordan Instructor School of Agriculture effective October 31, 1939

Carl I Vigness Instructor Radiology and Physical Therapy effective November 30, 1939

Gladys W Babcock Instructor University High School effective November 15, 1939

Waldemar Hagen Instructor University High School effective October 31, 1939

Lewis E Nolan Instructor Pathology effective October 1, 1939

Leonard Titrud Medical Fellow Surgery effective October 15, 1939

Dermot Roden Medical Fellow Mayo Foundation effective December 31, 1939

Luverne W Johnsrud Medical Fellow Minneapolis General Hospital Fund effective December 31, 1939

Caroline Rosenwald Teaching Assistant School of Nursing effective November 1, 1939

Mildred L Wegner Clerk-Stenographer Chemical Storehouse effective November 22, 1939

Dorothy Drew Clerk-Stenographer Biochemistry effective October 31, 1939, supplement to the minutes, page 1611

Leone A Ondov Launderer University Laundry effective November 1, 1939

The following in the University of Minnesota Hospitals

		Effective Date
Petra Flanstad	Matron-Housekeeper	November 15, 1939
Lloyd S Gilbertsen	Elevator Operator	November 15, 1939
Hildegarde Huizinga	Ward Helper	October 31, 1939
Mary Jakubic	Domestic Helper	November 30, 1939
Cecelia L Oates	General Duty Nurse	October 29, 1939
Pauline Robinson	General Duty Nurse	October 19, 1939
Esther Tank	General Duty Nurse	November 18, 1939

Voted to accept the following appointments:

James Hart as Professor Political Science for winter quarter of 1939-40 at \$2,000 Term C

Frank H Kaufert as Associate Professor Forestry beginning April 1, 1940 at \$3,800 Term AIV

Alice C Linn as Assistant Professor—Extension Specialist in Clothing Agricultural Extension January 1, 1940 to June 30, 1940 at the rate of \$2,300 Term AIV

Charles F Shearer continuation of appointment as Lecturer Forestry for winter quarter of 1939-40 at \$300 Term CH33

Charles G Snyder as Instructor Agricultural Engineering April 1 to June 30, 1940 at \$500 (\$2,000 A base) Term C

William C Nelson as Instructor Central School of Agriculture
November 8, 1939 to March 31, 1940 at \$140 per month Term C

Wayne S Hagen as Clinical Assistant Medicine without salary
November 1, 1939 to June 30, 1940

The following as Demonstration Teachers College of Education for 1939-40

Ida Dysterheft	\$300	Fay Rogers	\$300
Florence Pederson	300	Norma Verbeck	300
Ruby Dahlin	300	Katharine Michaelsen	300
Ruby A Johnson	200	Velma Denny	300
Neola J Sackreiter	300		

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

Ann Pearson Capstick	\$ 99	Madeline S Long	\$102
Luella B Cook	102	Truman S Smith	102
Peter P Mankowski	102	Carmellita L Waddell	102
Laura Montank	102		

Camilla A Henry as Critic Teacher College of Education for fall quarter of 1939-40 at \$12

Leona E Tomnitz as Critic Teacher College of Education for fall quarter of 1939-40 at \$11

Lucas H Satter as Critic Teacher College of Education for 1939-40 at \$170

Thomas E Gillingham as Teaching Assistant Geology and Mineralogy October 21, 1939 to June 15, 1940 at the rate of \$150 Term BH12

Charles G Sage as Teaching Assistant Physics November 1 to December 15, 1939 at \$100 Term CH50

Alfred B. Shaklee as Teaching Assistant Psychology November 1, 1939 to June 15, 1940 at \$250 Term CH25

Paul L Earle as Teaching Assistant Mechanical Engineering November 1, 1939 to June 30, 1940 at \$533 Term CH50

Roger F Anderson as Research Assistant Forestry November 16, 1939 to June 30, 1940 at \$300 Term CH30

John M Butler as Teaching Assistant General Education November 1, 1939 to June 15, 1940 at the rate of \$300 Term BH25

Wilbur J Humber as Teaching Assistant General College November 16, 1939 to June 30, 1940 at \$300 Term CH30

Ellene M Goldsmith as Teaching Assistant School of Nursing without salary November 1, 1939 to June 30, 1940

Harold H Noran as Teaching Assistant Pathology without salary November 15, 1939 to June 30, 1940

Norvel O Brink as Medical Fellow Minneapolis General Hospital Fund January 1 to June 30, 1940 at the rate of \$300 and maintenance Term AIV

Martin S Buehler as Medical Fellow Minneapolis General Hospital Fund October 1, 1939 to June 30, 1940 at the rate of \$300 and maintenance Term AIV

Esther P McKowen as Assistant Home Demonstration Agent Agricultural Extension October 1-31, 1939 at \$150 Term C and

as Winona County Home Demonstration Agent November 1, 1939 to June 30, 1940 at the rate of \$1,800 Term AIV

Stanley Wawzonek as Associate Chemist Merck & Company Vitamin E Research November 1, 1939 to June 30, 1940 at \$1,600 Term C

Paul Maki as Assistant Coach Physical Education for Men November 16, 1939 to March 15, 1940 at \$150 Term CH33

Martin Rolek as Assistant Coach Physical Education for Men November 16, 1939 to March 15, 1940 at \$250 Term CH50

Robert A Zabel as Assistant Coach Physical Education for Men October 16, 1939 to March 15, 1940 at \$100 Term CH25

Vernon H Hanson as Messenger Library October 23, 1939 to June 30, 1940 at the rate of \$780 Term AIII

C Rosemary Nostdal as Technician Veterinary Medicine November 6, 1939 to June 30, 1940 at the rate of \$1,080 (\$92 University—\$988 Department of Agriculture, Bureau of Animal Industry) Term AIII

Irma E Koskela as Technician School of Dentistry November 1, 1939 to June 30, 1940 at the rate of \$1,080 Term AIII

Idel Stegner as Secretary Mayo Foundation October 1, 1939 to June 30, 1940 at the rate of \$900 Term AIII

Jerome Tauer as Senior Clerk Physical Plant November 1, 1939 to June 30, 1940 at the rate of \$1,200 Term AIII

Francis Gasedelen as Stores Clerk Engineers Bookstore November 16, 1939 to June 30, 1940 at the rate of \$1,020 Term AIII

The following in the University of Minnesota Hospitals

			Annual	Term
			Rate	
Lorna G Barber	General Duty Nurse	Nov. 16, 1939	\$ 720 ^a	AIV
Margaret H Cowie	General Duty Nurse	Nov. 16, 1939	720 ^a	AIV
Clifford L Donehower	Hospital Attendant	Nov. 1, 1939	600 ^b	AII
Elwood Grubbs	Floorman	Nov. 1, 1939	1,020	AII
Helen M Kovacevich	General Duty Nurse	Nov. 1, 1939	720 ^a	AIV
Bernice Kruchoski	Maid	Nov. 1, 1939	780	AII
Judith M Miller	General Duty Nurse	Nov. 1, 1939	720 ^a	AIV
Marion Patterson	General Duty Nurse	Nov. 1, 1939	720 ^a	AIV
Constance A Pinn	General Duty Nurse	Nov. 16, 1939	720 ^a	AIV
Edmund A Posthumus	Hospital Attendant	Nov. 1, 1939	600 ^b	AII
Frank Titzell	Hospital Attendant	Nov. 1, 1939	600 ^b	AII

^a Maintenance.

^b Board.

The following as recipients of the Sears-Roebuck and Company Scholarships of \$50 each at the Northwest School and Experiment Station for 1939-40

Robert C Anderson	Ervin Risbrudt
John Ofstedahl, Jr	Fred Sorenson
Palmer R Pederson	

The following as recipients of the Sears-Roebuck and Company Scholarships of \$120 each in the College of Agriculture, Forestry, and Home Economics for 1939-40

Harold M Hamm	Howard Scherer
Harold Høglund	Clifford A Thoreson
Warren H Jepson	Robert A Engstrom
Urban Lees	Ervin S Hoberg

The following as recipients of the Sears-Roebuck and Company Scholarships of \$50 each in the College of Agriculture, Forestry, and Home Economics for 1939-40

Malcolm Bren	Howard W Ottoson
Kermit Christensen	Donald V Sandager
Devayne N Eppler	Edward Slettom
Charles C Harding	Warren R Anderson
Harlen J Hartman	Walter T Bjoraker
Norbert G Nystrom	Russell C Winter
Russell O Olson	

Waldo G Erickson as recipient of the Sears-Roebuck and Company Scholarship of \$200 in the College of Agriculture, Forestry, and Home Economics for 1939-40

Voted to approve the following promotions and transfers:

Arild E Hansen from Associate Professor Pediatrics at \$3,600 Term AIV to Associate Professor and Acting Head at \$2,400 (\$4,800 A base) Term CX December 15, 1939 to June 15, 1940

George B Logan from Medical Fellow Mayo Foundation at \$900 Term A to Instructor Pediatrics Medical School at \$900 Term CX December 15, 1939 to June 15, 1940

Robert B Selover from Teaching Assistant Psychology at \$400 Term BH33 to Research Counselor and Instructor General College at \$750 Term CH50 November 1, 1939 to June 15, 1940

Willis E Dugan from Teaching Assistant General Education at \$400 Term BH33 to Instructor University High School at the rate of \$1,600 Term B November 1, 1939 to June 15, 1940

Geraldine Friberg from General Duty Nurse University of Minnesota Hospitals at \$720 and maintenance Term AIV to Psychopathic General Duty Nurse at the rate of \$780 and maintenance Term AIV November 19, 1939 to June 30, 1940

Ruth Gillespie from Head Nurse University of Minnesota Hospitals at \$960 and maintenance Term AIV to Psychopathic Head Nurse at the rate of \$1,020 and maintenance Term AIV December 1, 1939 to June 30, 1940

Ruth Hodum 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 December 1, 1939 to June 30, 1940

Voted to approve the following salary adjustments:

Lillian Cottrell Instructor Medicine from \$2,200 Term AIV to Instructor Medicine and Mental Hygienist Students' Health Serv-

ice at the rate of \$2,500 Term AIV November 16, 1939 to June 30, 1940

Charles J Hutchinson Clinical Instructor Medicine without salary to receive \$375 Term CH25 November 16, 1939 to June 30, 1940

John Hollihan Research Assistant Biochemistry at \$600 Term BH50 to receive \$500 for 47% additional time from the National Research Council—Research in Endocrinology October 16, 1939 to June 15, 1940

John F Wilson Clinical Assistant Medicine from \$300 Term AH19 to Medical Fellow at the rate of \$600 Term AH50 October 1, 1939 to June 30, 1940

Robert E Folinsbee Teaching Assistant Geology and Mineralogy from \$150 Term BH12 to the rate of \$400 Term BH33 October 21, 1939 to June 15, 1940

Walter Fredell Teaching Assistant Pharmacy from \$450 Term BH38 to Teaching Assistant Pharmacy and Research Assistant Committee on Educational Research at \$600 Term BH50 for 1939-40

Willard J Hadley Teaching Assistant Pharmacy from \$450 Term BH38 to Teaching Assistant Pharmacy and Research Assistant Committee on Educational Research at \$600 Term BH50 for 1939-40

Taito Soine Teaching Assistant Pharmacy from \$450 Term BH38 to Teaching Assistant Pharmacy and Research Assistant Committee on Educational Research at \$600 Term BH50 for 1939-40

Eric Rosendahl Machinist Mechanical Engineering from \$1,900 Term AII to the rate of \$2,000 Term AII November 1, 1939 to June 30, 1940

V Lorel Bergeron Technician Veterinary Medicine at \$1,140 Term AIII to serve 90% time from November 1 to December 21, 1939

Voted to approve the following leaves of absence:

Walter R Myers Assistant Professor School of Business Administration sabbatical furlough for 1940-41 for study of banking institutions and practices in South American countries

Frank E Burch Professor and Head Ophthalmology and Otolaryngology leave without salary from December 16, 1939 to May 31, 1940 to serve as Visiting Professor of Ophthalmology at the Peiping Union Medical College at the invitation of the China Medical Board.

Alexander Blumstein Instructor Minneapolis General Hospital Fund leave without salary October 2-9, 1939 for court duty

Burton Paulu Manager Radio Broadcasting leave with salary November 22 to December 5, 1939 to confer with leaders in the field of educational radio and to observe production methods in Chicago and New York radio studies

Jennie Williams Assistant Head Correspondence Study Instruction leave with salary November 16-30, 1939 on account of illness

Frances Fredrickson Head Nurse University of Minnesota Hospitals leave without salary November 10-18, 1939 for vacation

Marion Robach Clerk-Stenographer University of Minnesota Hospitals leave without salary November 6-26, 1939 on account of illness at home

Merrill Scoville Hospital Attendant Psychopathic Unit University of Minnesota Hospitals leave without salary November 2-9, 1939 on account of illness

Regent Fred B. Snyder moved that the Board of Regents pay tribute to the late Associate Justice of the Supreme Court, the Honorable Pierce Butler, a former Regent of the University, by silent standing vote. The Regents unanimously approved Regent Snyder's motion by silent standing vote.

Voted on recommendation of the President to approve the following proposed plan for the establishment of Regents' tuition scholarships for employees in the non-academic service:

The "Rules and Regulations Relating to Personnel" as revised by the Board of Regents effective January 1, 1938, contain the following statement concerning registration in University classes by full-time employees in the non-academic classified service:

Full-time employees in the non-academic classified service may enroll in University courses that do not conflict with their regularly prescribed hours of employment.

Full-time employees in the non-academic classified service, working in departments that operate on the customary University work schedule (8:30 a.m. to 5:00 p.m. with adjustments on the Farm Campus, at the outlying stations, and during the summer months) may not enroll in University classes during the hours the department offices are expected to be open except as indicated below.

Full-time employees in the non-academic service, working on fixed time schedules and in departments that operate on other than the customary work schedule of the University, may enroll in University classes that do not conflict with their regularly prescribed hours of employment.

Full-time employees in the non-academic service who do not have regularly prescribed working hours may not enroll in University classes without the written approval of the department head, the dean or administrative officer, and the comptroller.

Full-time employees in the non-academic service who desire to enroll in University classes which do not conflict with their regularly prescribed working hours may do so upon approval of the department head and dean or administrative officer, provided that their compensation is proportionately adjusted in the regularly prescribed manner.

It is obvious that some restraint must be exercised upon registration in classes by full-time University employees in order that the work in the departments may not be disrupted and to insure that necessary and expected contacts with all University departments and with the outside public may be maintained during the working hours when the University is open.

Granting this necessity for restricting the possibility of non-academic staff members registering for academic work, it is also evident that it would be to the advantage of some of the employees to register in University courses in order that they may supplement their backgrounds and perform their University functions with greater efficiency. From the standpoint of the University also, there are gains whenever through further and special training a member of the non-academic staff increases his efficiency or his skills by additional training or education. Thus, for example, a member of the cataloguing department of the University Library would presumably be a better cataloguer as her language, equipment was extended, and there would be a gain to the University through more efficient service by permitting some employees of this division to take additional courses in a foreign language. Or again, additional statistical or mathematical training could be assumed to improve the quality of work of certain employees in the office of the comptroller.

From the point of view of staff morale any plan for self-improvement of staff members makes a contribution since through further training—which in itself brings satisfactions—there is also made possible the personal development that will open the way to promotions within the University classified service.

All of this the University recognizes on the side of the academic employees, and up through the rank of instructor these employees are encouraged to enroll in University classes, to progress toward a degree, and exemption from tuition is provided (under conditions established by the Board of Regents). Thus while the member of the academic staff is encouraged to self-improvement through registration in University courses, the member of the non-academic staff is actually penalized through a salary reduction for doing so.

It would not appear expedient to rescind the present regulation concerning registration of non-academic employees in University classes. At the same time it is suggested that some provision should be made, at least in selected cases, for members of the non-academic staff to avail themselves of the opportunities for self-development that would come through further study in fields directly related to their present University positions or the positions that might be expected to develop from them through normal promotion. To this end it is therefore proposed that the Regents create a tuition scholarship plan whereby a limited number of non-academic employees each academic year may be awarded the privilege of registering in a University course (carrying not more than six credits in any one quarter) without salary reduction. These Regents' tuition scholarships are to be regarded as rewards

for faithful service to the University, and at the same time as opportunities for in-service training of younger men and women who, presumably, will with passing years be advanced to greater responsibilities within the University organization.

IT IS THEREFORE PROPOSED that the Board of Regents authorize the creation of tuition scholarships for employees in the non-academic classified service, to be administered by the Committee on Classification of the Non-academic Personnel under the following conditions:

1. No more than ten such scholarships are to be available in any one quarter during 1939-40, nor more than 15 during 1940-41 and 1941-42, with the further provision that the entire program shall be reviewed at the close of the year 1941-42.

2. Any member of the non-academic classified service may file application for a Regents' tuition scholarship at such times and upon such forms as may later be determined.

3. Holders of the Regents' tuition scholarships may not in any quarter register for more than six credits of academic work. During the period of the scholarship they shall not be subject to reduction in salary.

4. The tuition scholarships shall be awarded for one academic quarter. The holders of such scholarships may not be appointed for more than three consecutive quarters.

5. Selection of the holders of Regents' tuition scholarships shall be made by the Committee on Non-academic Personnel which shall view the proposed study program of each applicant in the light of his present duties and the lines of promotion normally flowing from the present position.

6. The committee in making its selections shall also give consideration to the needs of a department for maintaining its work and other things equal shall favor applications that can most readily be adjusted to department requirements.

7. The selecting committee shall also take into consideration in making its awards the previous service record of applicants at the University.

8. There is no requirement that the maximum number of Regents' tuition scholarships shall be appointed at any time if in the judgment of the selecting committee this is not fully warranted by the quality of the applications on file.

9. Authority to appoint the first scholars under the proposed plan is requested for the winter quarter, 1939-40.

10. Present regulations governing registration in University classes shall continue in effect for all non-academic employees in the classified service except the holders of the Regents' tuition scholarships.

Voted to approve the following increases of fees in the Summer Session:

	From	To
4 credits or less	\$11.80	\$15.80
For more than 4 credits.....	21.80	25.80
Incidental fee, per term.....	2.80	3.80

Voted to approve a preliminary deposit of \$10 to accompany each application for admission to the University High School, with the understanding that:

1. If the application is rejected the \$10 will be returned
2. If the application is accepted, the \$10 will be retained and if the applicant fails to enter, the deposit will be forfeited
3. If the application is accepted and the applicant enters, the \$10 will be applied on the first quarter's tuition

The President appointed Regent Albert J. Lobb a member of the Budget Committee.

Regent Fred B. Snyder and Comptroller Middlebrook, the special committee appointed with power on the leasing of the gravel pit at the corner of Como and Cleveland Avenues, St. Paul, reported for the information of the Board that they had secured from Boyd and McDonough a complete release relating to the original contract and their bid, and that the J. L. Shiely Company had executed a contract and had provided an acceptable surety bond and that the \$1,500 deposit of Boyd and McDonough had been returned to them.

Voted to grant permission to Miss Lucile Petry, Associate Professor in the School of Nursing, to assist in the study of Nursing Education to be conducted by the North Central Association of Colleges and Secondary Schools, without loss of salary, with the understanding that the proposed study will require approximately two weeks of time broken into intervals and with the further understanding that this will not materially interfere with Miss Petry's University assigned duties.

A form of Trust Agreement, filed supplement to the minutes, page 1612, between the Regents of the University of Minnesota and the Northwestern National Bank and Trust Company of Minneapolis, as Trustee, was presented to the meeting. Said Trust Agreement provided for the issuance by the Regents and authentication by the Trustee of \$400,000 principal amount Coffman Memorial Union Building Revenue Certificates of Indebtedness, Series of 1940, prescribed their form and details, manner of execution and delivery, specified their source of payment and the security to be given therefor, and the terms of the trusteeship, and specified the purpose of their issuance as being

to aid in the construction and equipment of the building known as Coffman Memorial Union, now under construction on the campus of the University.

After due consideration thereof by the Regents, Regent George W. Lawson introduced the following resolution and moved its adoption:

Be it resolved by the Regents of the University of Minnesota:

1. That the form of Trust Agreement between this corporation and the Northwestern National Bank and Trust Company of Minneapolis, as Trustee, presented to and considered by the Regents of the University of Minnesota at this meeting, is hereby in all things approved.

2. The President or Vice President and Secretary or Assistant Secretary of this corporation are hereby authorized and directed to sign, seal, and acknowledge said agreement in behalf of this corporation and to cause the same to be executed by the Trustee, and to deliver a copy thereof to the Trustee upon receipt of a duplicate original executed by it, which duplicate original shall be preserved in the files and records of this corporation.

3. Said certificates of indebtedness shall be sold upon competitive sealed bids, at not less than par and accrued interest, to the bidder who offers to purchase the same on the terms most favorable to the corporation, considering both the interest rate and the price bid; that sealed bids for the purchase of said certificates shall be opened by the President or Vice President and Secretary or Assistant Secretary of this Board at the office of the Secretary on the 15th day of December, 1939, at eleven o'clock A.M., and said President or Vice President and Secretary or Assistant Secretary are hereby authorized and directed to accept the best bid received or, in their discretion, to reject all bids.

4. The Secretary shall cause a call for bids to be published once each week for two successive weeks in The Daily Bond Buyer, a financial newspaper published at New York, New York, the first publication to be at least fourteen days before said date for opening bids, which call shall be in substantially the following forms:

CALL FOR BIDS ON

\$400,000 Coffman Memorial Union Building Revenue
Certificates of Indebtedness, Series of 1940, of
the Regents of the University of Minnesota

Notice is hereby given that sealed bids will be received up to eleven o'clock A.M., on the 15th day of December, 1939, at the office of the undersigned at the University of Minnesota, Minneapolis, Minnesota, for the purchase of \$400,000 principal amount of Coffman Memorial Union Building Revenue Certificates of Indebtedness of the Regents of the University of Minnesota, dated January 1, 1940, in denominations of \$1,000

each, maturing serially on January 1 in the years and amounts as follows: \$30,000 in each of the years 1941 and 1942; \$40,000 in each of the years 1943 to 1946; and \$45,000 in each of the years 1947 to 1950; all years inclusive; to bear interest at a rate specified by the successful bidder, payable for the first year at the expiration thereof and semiannually thereafter, both principal and interest to be payable at the Northwestern National Bank and Trust Company of Minneapolis, Minnesota. Said certificates will each be subject to redemption and prepayment at the option of the Regents on any interest date at par and accrued interest, in inverse order of serial numbers, after 30 days notice. No bid of less than par and accrued interest will be considered. The certificates will be issued for the purpose of providing funds to aid in the construction and equipment of a student union building now under construction on the campus at Minneapolis. Both principal and interest will be payable solely out of the net earnings of said building, including a union building fee to be collected from students now registered or hereafter registering at the University.

Further information as to the nature and terms of said certificates of indebtedness and the security therefor may be obtained by addressing the undersigned. The Regents will furnish the printed and executed certificates of indebtedness and the approving legal opinion of Messrs. Fletcher, Dorsey, Barker, Colman & Barber, of Minneapolis, Minnesota, both without cost to the purchaser. All bids shall be sealed, marked "Bid for \$400,000 Certificates of Indebtedness," and delivered to the undersigned prior to the above specified date and hour, accompanied by a certified check, cashier's check, or bank draft, payable to the order of the undersigned in the amount of \$8,000, to be forfeited as liquidated damages in case the bid be accepted and the bidder shall fail to comply therewith. No other bids will be considered. The right is reserved to reject all bids, but if not so rejected the bid offering to purchase said certificates on the terms most favorable to the Regents, considering both the interest rate and the price bid, will be accepted.

Dated at Minneapolis, Minnesota, this 25th day of November, 1939.

W. T. MIDDLEBROOK, Secretary
Regents of the University of Minnesota
Minneapolis, Minnesota

5. Immediately after the acceptance of a bid for the purchase thereof, the President or Vice President and Secretary or Assistant Secretary shall cause the printed certificates of indebtedness to be prepared for execution, and sign and seal the same in the manner specified in said Trust Agreement, and upon receipt of the purchase price thereof they shall cause the Trustee to authenticate and deliver such certificates of indebtedness to the purchaser.

6. The President or Vice President and Secretary or Assistant Secretary, and any other officer of this corporation or of the University, are authorized and directed to furnish to said attorneys such copies of proceedings, affidavits, and certificates as may be needed to evidence the legality of said certificates of indebtedness and the security therefor, and each such copy, affidavit, or certificate shall constitute representations of this Board as to the facts thereby shown.

The motion for the adoption of the foregoing resolution was duly seconded by Regent Sheldon V. Wood, and upon vote being taken thereon the following voted AYE: Regents Bell, Gainey, Griggs, Lawson, Lobb, Novak, Olson, Pfaender, Quinlivan, Rogstad, Snyder, and Wood, and Mr. Ford.

and the following voted NAY: None
whereupon said resolution was declared duly adopted.

STATE OF MINNESOTA SS
COUNTY OF HENNEPIN

I, W. T. MIDDLEBROOK, the duly elected, qualified, and acting Secretary of the Regents of the University of Minnesota, hereby certify that the attached and foregoing is a full, true, and correct copy of all the minutes of a regular meeting of the Regents of the University of Minnesota held November 25, 1939, in so far as the same relate to the authorization, issuance, and sale of \$400,000 Coffman Memorial Union Building Revenue Certificates of Indebtedness, Series of 1940, of said Regents.

Witness my hand and the seal of said Regents of the University of Minnesota this 27th day of November, 1939.

W. T. MIDDLEBROOK, Secretary

(SEAL)

Voted to approve the issuance of a certificate in Public Health Nursing, to be retroactive to cover the cases of students qualified for the certificates at the end of the spring quarter of the academic year 1938-39, in accordance with the recommendation of the head of the Department of Preventive Medicine and Public Health and the Dean of Medical Sciences, filed supplement to the minutes, page 1613.

Voted to amend the Board action of April 18, 1927 reading as follows:

"Voted to authorize the admission without tuition of blind students to the University for instruction in courses which they

are qualified to receive. A blind person is defined as one who with the help of glasses or other resources has not sufficient ocular power for the ordinary affairs of life or in particular for the performance of tasks for which eyesight is essential,"

to include after the words "blind students" the phrase "who are residents of the State of Minnesota."

Voted to accept assignment from Professor Lee Irvin Smith of the following patents resulting from research work carried on in the laboratories of the University of Minnesota, filed supplement to the minutes, page 1614.

Serial Number	Date filed	For
284,453	July 14, 1939	Chemical Compound
284,454	July 14, 1939	Chemical Product
284,455	July 14, 1939	Chemical Compounds
284,456	July 14, 1939	Organic Compositions and Methods
284,457	July 14, 1939	Chemical Methods and Products
284,458	July 14, 1939	Organic Compositions and Methods
284,459	July 14, 1939	Chemical Compositions and Processes
284,460	July 14, 1939	Chemical Compositions
284,461	July 14, 1939	Chemical Derivatives and Methods of Preparing Same
284,523	July 14, 1939	Chemical Compositions and Intermediates and Methods of Making Same
294,094	September 9, 1939	Organic Compositions and Intermediates and Methods of Making Same
292,202	September 9, 1939	Chemical Products and Intermediates and Methods of Making Same
300,310	October 20, 1939	Chemical Products and Compositions and Methods of Making Same

Voted to approve the following memberships of the University Farm Library:

American Association for the Advancement of Science	\$5.00
American Rose Society	3.50
National Education Association of the United States	5.00
Ohio Vegetable Growers' Association	1.00

The President reported for the information of the Board Works Progress Administration payroll expenditures for the University of Minnesota for the fiscal year 1938-39.

The President presented to the Board a report on the operation of the policy of selective admission of non-resident students, which report was considered, and ordered filed supplement to the minutes, page 1615.

Voted to accept with thanks the following gift:

Donor The Frascch Foundation
Amount \$45,000
Fund The Frascch Foundation Research
Purpose For fundamental research in the field of agricultural chemistry, in accordance with correspondence filed supplement to the minutes, page 1616.

Voted to accept with thanks the following gift:

Donor Frederick Stearns and Company
Amount \$1,500
Fund Frederick Stearns and Company Research
Purpose For research on the effect of certain drugs on the cardiovascular system, under the direction of Dr. Ancel Keys, in accordance with correspondence filed supplement to the minutes, page 1617.

Voted to accept with thanks the following gift:

Donor Mrs. Weed (Georgie F.) Munro
Amount \$1,000
Fund Weed Munro Law Scholarship
Purpose Bequest in the will of Mrs. Weed (Georgie F.) Munro, for the establishment of a Weed Munro Scholarship in the Law School, copy of will filed supplement to the minutes, page 1618.

Voted to accept with thanks the following gift:

Donor Farmer Seed and Nursery Company
Amount \$500
Fund Farmer Seed and Nursery Company Research
Purpose For continuation of research in accordance with memorandum of agreement filed supplement to the minutes, page 1619.

Voted to accept with thanks the following gift:

Donor Dazian Foundation for Medical Research
Amount \$500
Fund Dazian Foundation for Medical Research—Research on Intermediary Metabolism
Purpose For carrying on research on the intermediary metabolism of creatine, under the direction of Dr. Alan Hemingway, in accordance with correspondence filed supplement to the minutes, page 1620.

Voted to accept with thanks the following gift:

Donor American Medical Association
Amount \$500
Fund American Medical Association—Research on the Calcification of Bone
Purpose For research on calcification of bone under the direction of Dr. W. D. Armstrong, in accordance with correspondence filed supplement to the minutes, page 1621.

Voted to accept with thanks the following gift:

Donor Twin City Milk Producers' Association—Quality Control Committee
Amount \$353.88
Fund Milk Distributors' Research
Purpose For purchase of three microscopes for the laboratory in the Division of Dairy Husbandry, in accordance with correspondence filed supplement to the minutes, page 1622.

Voted to accept with thanks the following gift:

Donor American Society of Civil Engineers
Amount \$300
Fund American Society of Civil Engineers—Research on Sedimentation at the Confluence of Rivers

Voted to accept with thanks the following gift:

Donor American Society of Civil Engineers
Amount \$300
Fund American Society of Civil Engineers—Research on Air Resistance of Flow of Water in Open Conduits.

Voted to accept with thanks the following gift:

Donor International Live Stock Exposition
Amount \$250
Fund Pullman Company Scholarship

Voted to accept with thanks the following gift:

Donor Group of individuals interested in social work
Amount \$150
Fund Fellowship for Graduate Students in Social Work.

Voted to accept with thanks the following gift:

Donors \$5 Dr. Walter R. Ramsey
and 5 Dr. C. C. Chatterton
Amounts 5 Dr. L. E. Daugherty
Fund Budget 2001-2100, Anthropology
Purpose For support of the field work of Leonard Mason, a graduate student, during the summer of 1940, in accordance with correspondence filed supplement to the minutes, page 1623.

Voted to accept with thanks the following gift:

Donor	Dr. Wilfried Heller
Amount	\$5
Fund	Twin City Jewish-American Lectureship Fund.

Voted to accept with thanks the following gift:

Donor	University Business Women's Club
Award	Key
Fund	University Business Women's Club Scholarship Key
Purpose	To be awarded to the senior woman in the School of Business Administration who has attained the highest four-year scholastic average, in accordance with correspondence filed supplement to the minutes, page 1624.

Voted to accept with thanks gift of a motor from the Briggs and Stratton Corporation, of Milwaukee, to the Engineering Laboratories.

Voted to accept with thanks gift of a six-cylinder Chevrolet truck engine from the Chevrolet-Central Office, to the Engineering Laboratories.

Voted to accept with thanks gift of a six-cylinder Dodge engine from the Chrysler Corporation, to the Engineering Laboratories.

Voted to accept with thanks gift of an eight-cylinder Hudson engine from the Hudson Motor Car Company, to the Engineering Laboratories.

Voted to accept with thanks gift of a drill core from the Pickands-Mather Company of Ely, Minnesota, to the Department of Geology and Mineralogy.

Voted to approve the Report of the Comptroller to the Chairman of the Executive and Finance Committee, filed supplement to the minutes, page 1625.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
MINUTES

December 8, 1939

A meeting of the Board of Regents was held in the Regents' Room in the Administration Building, University of Minnesota, Minneapolis, Minnesota on Friday, December 8, 1939 at ten o'clock.

Present: Mr. Ford, presiding; Regents Gainey, Griggs, Lawson, Lobb, Olson, 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:

Iver Johnson Associate Professor Agronomy and Plant Genetics effective December 31, 1939

Thomas W Graham Research Assistant Plant Pathology and Botany effective November 25, 1939

Robert E Pumphrey Medical Fellow Mayo- Foundation effective November 1, 1939

Ralph Hinrichs Hospital Attendant University of Minnesota Hospitals effective November 25, 1939

Voted to approve the following appointments:

George E Toben as Instructor Agricultural Economics December 16, 1939 to June 30, 1940 at the rate of \$2,000 Term AIV
Milton Levine as Instructor Bacteriology without salary December 1, 1939 to June 15, 1940

Ruth Hathaway Jewson as Instructor University High School November 16, 1939 to June 15, 1940 at the rate of \$1,500 Term B

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

Floyd P Barnard	\$11	Sydney H Morse	\$22
George N Belsheim	11	Lillian E Nelson	11
LaVere E Belstrom	33	Lyn H Roam	11
Percy J Burningham	33	Eunice G Ryan	11
Isabel K Jones	22	Ruth E L Schoenig	11
George C Krieger	11	Roy T Tenney	11
Paul W Larson	11	Amalia Thorson	11
Ethel M Laughlin	22	Mabel W Vincent	22

Harry Silverman as Research Assistant in Chemistry Graduate School Research Grant for the winter and spring quarters of 1939-40 at \$400 Term CH50

Norman E Borlaug as Research Assistant Plant Pathology and Botany December 1, 1939 to June 30, 1940 at \$467 Term CH50 (A 1600 rate)

Gisella Levi as Research Assistant Twin City Jewish American Lectureship Fund December 1, 1939 to June 30, 1940 at \$560 Term CH60

Carl L Wallfred continuation of appointment as Associate Chemical Engineer Northwest Research Institute December 1, 1939 to January 31, 1940 at \$450 Term C

Lawrence J Reader continuation of appointment as Junior Chemical Engineer Northwest Research Institute December 1, 1939 to January 31, 1940 at \$300 Term C

Charles W Carr as Junior Chemist Rockefeller Foundation—Research in Biology and Medicine December 16, 1939 to June 15, 1940 at \$660 Term C

Edna M Mahler as Clerk-Stenographer Biochemistry November 1, 1939 to June 30, 1940 at the rate of \$960 Term AIII

Bertel Carlson as Elevator Operator University of Minnesota Hospitals December 16, 1939 to June 30, 1940 at the rate of \$720 and board Term AII

Edith M Cloutier as Ward Helper University of Minnesota Hospitals November 16, 1939 to June 30, 1940 at the rate of \$600 and board Term AII

Alice K Hill as Matron-Housekeeper University of Minnesota Hospitals December 1, 1939 to June 30, 1940 at the rate of \$840 and maintenance Term AII

Julia M Sturgul as General Duty Nurse University of Minnesota Hospitals December 1, 1939 to June 30, 1940 at the rate of \$720 and maintenance Term AIV

The following as recipients of Caleb Dorr Scholarships in the College of Agriculture, Forestry, and Home Economics for 1939-40

Raymond J Higgin	\$50
Dorothy Jensen	25
Russell O Olson	25

The following as recipients of Caleb-Dorr Scholarships at the West Central School and Experiment Station of \$43.75 each for 1938-39

Arloene Boerner
Doris Christenson
Wanda Schmidt

The following as recipients of Sears Roebuck and Company Scholarships at the West Central School and Experiment Station of \$50 each for 1939-40

Harold Anderson
Allan Flaten
Merlin Johnson
Francis Thompson
Willis Wieland

Clarence C Pearson Medical Fellow Mayo Foundation leave without salary November 1, 1939 to September 30, 1940 for position with Civilian Conservation Corps; appointment to be extended to May 31, 1943

Jacob J Westra Medical Fellow Mayo Foundation leave without salary November 1, 1939 to September 30, 1940 for private practice; appointment to be extended to February 28, 1942

Lawrence M Wiig Medical Fellow Mayo Foundation leave without salary November 1, 1939 to September 30, 1940 on account of illness; appointment to be extended to November 30, 1942

Evelyn Bolstad Technician Veterinary Medicine leave without salary November 20 to December 3, 1939 for additional vacation

Clare Ott General Duty Nurse University of Minnesota Hospitals leave without salary November 23-30, 1939 on account of illness at home.

Voted to approve list of candidates for degrees (December 21, 1939) as recommended by the faculties and certified by the Registrar, filed supplement to the minutes, page 1626.

Voted to approve the budget for the Summer Session of 1940, as submitted in the amount of \$171,921, with the understanding that the Director of the Summer Session is authorized to make appointments of the instructional staff with the following provision:

That the University reserves the right to cancel any and all classes which, in the judgment of the Director of the Summer Session, have insufficient registration to justify their continuation.

Voted to grant permission to Laurence Schmeckebier, Assistant Professor and Chairman of the Department of Fine Arts, to give five lectures at the St. Paul School of Art during the winter quarter of 1939-40.

The President reported for the information of the Board letter of appreciation from Professor Leon Arnal expressing appreciation for the cancellation of his sabbatical leave and reinstatement in the School of Architecture.

The President reported for the information of the Board a fire in the Center for Continuation Study, estimated cost of repairs \$44.

Voted to approve membership of the University High School in the National Scholastic Press Association for *Bisbilla*, the University High School annual yearbook, at \$4 annually.

Voted to approve agreement with the Minneapolis Gas

Light Company for cooperative research, filed supplement to the minutes, page 1627.

Voted to approve the purchase of the twenty-acre tract of land in Section 25, Township 51, Range 14, bordering the Duluth Experiment Station, at a cost of \$120, described as follows:

W 1/2 of NW 1/4 of NE 1/4 of NE 1/4
 E 1/2 of NE 1/4 of NW 1/4 of NE 1/4
 W 1/2 of SW 1/4 of NE 1/4 of NE 1/4
 E 1/2 of SE 1/4 of NW 1/4 of NE 1/4

Regent A. J. Olson made a verbal report to the Board covering his attendance at the meeting of the Association of Governing Boards of State Universities and Allied Institutions held at Austin, Texas.

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

September 15, 1939 to November 15, 1939

ACQUISITIONS

Mayo Foundation

Amount	Security	Maturity	Yield	Cost
\$25,000.00	Southern Bell Telephone and Telegraph Company 3%	7-1-79 (10M)	3.22	\$24,144.85
		(15M)	3.11	

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

25,000.00	Central Illinois Service First Mortgage, 3 3/4%	Public First Mortgage Series "A,"	12-1-68	3.65	25,375.00
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Staff Endowment

1,000.00	Goldsborough School, Board of Trustees, North Carolina, 5%	Graded District,	5-1-50	4.00	1,085.36
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SALES

Mayo Foundation

Amount	Security	Maturity	Amount Paid	Amount Received
\$15,000.00	Minnesota Power and Light First and Re-funding 5%	6-1-55	\$14,850.00	\$15,818.68
12,000.00	North Penn Gas, 5 1/2%	6-1-57	12,050.00	12,631.52

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

Amount	Security	Maturity	Amount Paid	Amount Received
500.00	Copenhagen, City of, Denmark, 4½% 25-Year Gold Bonds, due 5-1-53, sold at 52½ less commission	5-1-53	471.25	259.38

MATURITIES

Mayo Foundation

15,000.00	Cleveland, City of, Ohio, 4¼% Paving and Sewer	10-1-39	Gift	15,000.00
16,000.00	Foley, Village of, 5% Sewer Bonds	9-1-39	16,406.40	16,000.00
7,000.00	Lyon County 5¼%, Road Bonds	11-1-39	7,205.52	7,000.00

W. J. Murphy Fund

6,000.00	Bryan County, Oklahoma 5½% Funding	10-15-39	6,521.83	6,000.00
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CALLED BONDS

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

1,000.00	Firestone Tire and Rubber 3½% Called at 103 as of 10-1-39.....	10-1-48	995.00	1,030.00
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Group Investments

25,000.00	Oklahoma Natural Gas Debentures, 5%, Called as of 10-7-39 @ 110	5-1-46	25,985.00	27,500.00
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Salary Contributions Investment Fund

10,000.00	Kansas Power and Light Company 4½%, First Mortgage, Called as of 8-28-39 @ 108	11-1-65	10,805.50	10,800.00
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Voted to accept with thanks the following gift:

Donor Anonymous
Amount \$2,500
Fund Fine Arts Fund
Purpose Endowment of fine arts, in accordance with correspondence filed supplement to the minutes, page 1628. Income to be used for purchase of original works; principal to be available for equipment or distinctive feature in Fine Arts Building, if and when constructed.

Voted to accept with thanks the following gift:

Donor American Creosoting Company
Amount \$500
Fund American Creosoting Company Research (Wood Preservatives)

Voted to accept with thanks the following gift:

Donor Dr. William J. Gies
Amount \$75
Fund Dentistry Book Fund
Purpose Purchase of books. Correspondence filed supplement to the minutes, page 1629.

Voted to accept with thanks the following gifts:

Donors \$15 College of Education
and 10 Professor D. E. Minnich
Amounts 10 Professor R. A. Gortner
10 Department of Zoology
5 Professor Clara M. Brown
5 Professor Horace T. Morse
3 Miss G. E. Stoddart
2 Professor Samuel Eddy
1 Mr. T. L. O'Hearn
Fund Chapman Memorial Fund for Research in Entomology
Purpose For Research.

Voted to accept with thanks the following gift:

Donor Minnesota Book Store
Amount \$35
Fund Minnesota Book Store Literary Review Prizes
Purpose To establish annual prizes of \$20, \$10, and \$5, for the three best articles published in the *Literary Review*, in accordance with correspondence filed supplement to the minutes, page 1630.

Voted to accept with thanks gift of a circulation fan from the B. F. Sturtevant Company to the Laboratory of Physiological Hygiene.

Voted to accept with thanks gift of a Norwalk air compressor from the Morgan-Gerrish Company to the Department of Mechanical Engineering.

Voted to approve the report of the Comptroller to the Chairman of the Executive and Finance Committee, filed supplement to the minutes, page 1631.

Voted to approve transfers of funds No. 319 to No. 499.

Voted to approve journal vouchers No. 3001 to No. 5360.

Voted to approve requisitions No. 16975 to No. 20956, with the exception of the 19,000 series reserved for scholarship appointments, \$442,596.55.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
SPECIAL COMMITTEE
MINUTES

December 15, 1939

A meeting of the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota was held on Friday, December 15, 1939 in the Regents' Room in the Administration Building at the University of Minnesota, Minneapolis, Minnesota at two o'clock.

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

After discussion and upon motion by Regent George W. Lawson, and duly seconded by Regent Fred B. Snyder, the following resolution was submitted to the Special Committee on Public Works Administration Projects of the Regents of the University of Minnesota:

WHEREAS, the Dormitory for Women, Docket No. Minnesota 1415-F, is being constructed, exclusive of furnishings, equipment, landscaping, walks, drives, ground lighting, and ground drainage on a present budget of \$621,625 as set forth in Public Works Administration Form No. 194, Project Change No. 28-project-4, dated June 23, 1939, and

WHEREAS, the furnishings, equipment, landscaping, walks, drives, ground lighting, and ground drainage, together with fees and other costs, remain to be contracted for at an estimated cost of \$132,689, and

WHEREAS, the University of Minnesota has sold Certificates of Indebtedness to the extent of \$91,042 to complete the project, which amount is \$41,647 less than the sum required on the basis of present estimates, and

WHEREAS, no other funds are available to make up the shortage of \$41,647 and no additional Certificates of Indebtedness can be issued to produce this money for the reason that the original issue of Certificates is a closed issue which will permit no further liens against the income from the property, and

WHEREAS, the total sum that can be furnished by the University of Minnesota is in the amount of \$434,859, which sum repre-

sents 57.6495 per cent of the total revised estimated cost of the project on the basis of \$754,314.

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

1. That W. T. Middlebrook, Secretary, be, and he hereby is, authorized to execute and file an amendatory application in behalf of the Regents of the University of Minnesota to the Public Works Administration requesting Federal Aid to the extent of 42.3505 per cent of the proposed revised estimated total cost of the project identified as Docket No. Minnesota 1415-F, said revised cost estimate including all necessary furnishings and equipment being in the amount of \$754,314, the amendatory application to include in addition a request for a sufficient extension of time.

2. That W. T. Middlebrook, Secretary, be, and he hereby is, authorized and directed to furnish such information as the United States of America through the Federal Emergency Administration of Public Works may require in connection with the application which is herein authorized to be filed.

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

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

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

None

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

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary