

UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
PHYSICAL PLANT COMMITTEE
MINUTES

May 10, 1945

A meeting of the Physical Plant Committee of the Board of Regents was held in the Regents' Room on Thursday, May 10, 1945 at three o'clock.

Present: Regent Novak, presiding; Regents Lawson, Olson, Rogstad, and Snyder, and Mr. Coffey.

Voted to adopt policy of placing complete responsibility with the firm of architects and engineers selected for both architectural and engineering plans and specifications on University buildings.

Voted to approve C. H. Johnston, Architects and Engineers, St. Paul, and Magney, Tusler and Setter, Architects and Engineers, Minneapolis, filed supplement to the minutes, page 3842, each for such architectural and engineering service on University buildings as the Board of Regents may from time to time direct.

Voted to approve a fee of 5% of contracts for architectural and engineering service and a fee of 1% of contracts for consulting service, with the understanding that in cases where the design is simple or repetitive the fee for architectural and engineering service will be placed at 4%.

Mr. Roy Jones, Advisory Architect for new construction, and Mr. W. F. Holman, Supervising Engineer, made progress reports relative to University buildings being studied and planned.

Voted to refer with power to the President and the Business Vice President the leasing to the Federal Public Housing Authority of approximately two acres at the Waseca Experiment Station for a temporary trailer camp.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary

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UNIVERSITY OF MINNESOTA
BOARD OF REGENTS
MINUTES

May 11, 1945

The annual meeting of the Board of Regents was held in the Regents' Room, on Friday, May 11, 1945.

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

The President appointed a nominating committee as follows: Regents Quinlivan, Lobb, and Griggs, to make nominations for the several offices of the Board.

The nominating committee reported as follows:

For First Vice-president and President pro tem, Regent Fred B. Snyder

For Second Vice-president, Regent George W. Lawson

For Secretary, Business Vice President W. T. Middlebrook

For Assistant Secretary, Comptroller Laurence R. Lunden

For Treasurer, State Treasurer Julius A. Schmahl

For Representative on State Investment Board, Regent George W. Lawson

Voted that the report of the nominating committee be adopted and that the Secretary be instructed to cast a unanimous ballot for the election of the following officers of the Board of Regents, for the two-year period beginning May 12, 1945, until the annual meeting in May, 1947:

Regent Fred B. Snyder, First Vice-president and President pro tem

Regent George W. Lawson, Second Vice-president

Business Vice President W. T. Middlebrook, Secretary

Comptroller Laurence R. Lunden, Assistant Secretary

State Treasurer Julius A. Schmahl, Treasurer

Regent George W. Lawson, Representative on State Investment Board

The Secretary reported that he had cast such a unanimous ballot and the foregoing officers were declared duly elected.

Walter C. Coffey, duly elected Chancellor of the University on November 22, 1941 continues ex-officio as

President of the Board of Regents until June 30, 1945. James Lewis Morrill, duly elected Chancellor of the University on December 8, 1944, is ex-officio President of the Board of Regents beginning July 1, 1945.

Voted on request of the Chancellor that the First Vice President of the Board act as Chairman of the Board for the two-year period until the annual meeting in May, 1947.

Under authority granted by the by-laws the President made the following appointments to committees of the Board:

Executive and Finance Committee

Regent Snyder, Chairman
Regents Bell, Griggs, Olson, Wood

Physical Plant

Regent Novak, Chairman
Regents Gainey, Lawson, Olson, Pfaender, Rogstad

Investments

Regent Snyder, Chairman
Regents Griggs, Rogstad

Budget

Regent Lawson, Chairman
Regents Bell, Gainey, Lobb, Novak, Quinlivan, Wood

Labor

Regent Lawson, Chairman
Regents Gainey, Olson, Pfaender, Quinlivan

Permanent University Fund Lands

Regent Quinlivan, Chairman
Regents Griggs, Pfaender, Rogstad, Snyder

Voted to continue the following special committee:

Washington Avenue Bridge

Regent Snyder, Chairman
Regents Bell, Lawson, Novak, Wood

Voted to approve the following schedule of meetings of the Board of Regents for 1945-1946:

June 16, 1945	Saturday	Commencement
July 6, 1945	First Friday	
September 22, 1945	Saturday	
October 20, 1945	Saturday	
October 27, 1945	Saturday	
November 10, 1945	Saturday	
November 24, 1945	Saturday	
December 14, 1945	Second Friday	
January 11, 1946	Second Friday	
February 8, 1946	Second Friday	
March 8, 1946	Second Friday	
April 12, 1946	Second Friday	
May 10, 1946	Second Friday	Annual meeting

Voted to approve the minutes of the following meetings:

Physical Plant Committee of April 12, 1945
Board of Regents of April 13, 1945
Physical Plant Committee of May 10, 1945

Voted to approve the following terminations of employment

Walter J A Huchthausen Assistant Professor Architecture effective May 2, 1945 (killed in action in Germany April 2, 1945)

Mildred S Harrington Instructor—State Club Agent Agricultural Extension effective May 12, 1945

Marie I Bestul Instructor School of Public Health effective April 30, 1945

Lucille J Hoiland Instructor Medical Technology effective June 30, 1945

Audrey Parish Teaching Assistant English effective March 31, 1945

Edna L Larson Teaching Assistant General Studies effective April 9, 1945

Harry D Crawford Teaching Assistant Physics effective April 25, 1945

Otto Elmer Teaching Assistant Chemistry effective March 31, 1945

Gertrud M Stanton Research Assistant Agronomy and Plant Genetics—Graduate School Research Funds effective April 15, 1945

Mary M Pottner Teaching Assistant Medical Technology effective May 31, 1945

Victoria Quamme Teaching Assistant Library Instruction effective April 21, 1945

Robert P Stock Medical Fellow Medicine effective April 4, 1945

Robert W Emmons Medical Fellow University of Minnesota Hospitals effective March 31, 1945

John J Bianco Medical Fellow Mayo Foundation effective March 31, 1945

Elizabeth L Brown Medical Fellow Mayo Foundation effective March 31, 1945

Pauline E Trenkner Junior Accountant Office of the Comptroller effective April 9, 1945

Maurice D Woolf Counselor and Assistant Professor of Educational Psychology Dean of Students Office—Student Counseling Bureau effective June 30, 1945

John E Grathwol Ottertail (East) County Agricultural Agent Agricultural Extension effective April 24, 1945

Alfred R Halvorson Olmsted County Agricultural Agent Agricultural Extension effective March 22, 1945

Barbara Malmin Jackson County Home Demonstration Agent Agricultural Extension effective April 24, 1945

Martin H Ostrem Becker County Agricultural Agent Agricultural Extension effective May 10, 1945

Mary Ann Dupla Clerk-Stenographer Office of the Comptroller effective May 4, 1945 (noon)

Margaret Fox Junior Clerk-Stenographer Office of the Comptroller effective May 10, 1945 (noon)

Anita G Friedland Junior Clerk-Stenographer Office of the Comptroller effective May 5, 1945

Delores D Jahnke Clerk-Stenographer Dean of Students Office effective May 2, 1945

Helen J Marsh Clerk-Stenographer Dean of Students Office—Bureau of Loans and Scholarships effective April 27, 1945

Mary Anne Marshall Personnel Assistant Dean of Students Office—Student Counseling Bureau effective June 18, 1945

Virginia O Nyberg Secretary II Dean of Students Office effective March 17, 1945

Lola G Hultquist Junior Record Clerk Admissions and Records effective April 16, 1945

June L Schamber Junior Record Clerk Admissions and Records effective April 5, 1945

Dawn M Stockwell Junior Record Clerk Admissions and Records effective April 14, 1945

Laurance L McDaniel Senior Stores Clerk Chemical Storehouse effective June 5, 1945 (noon)

Alice Anderson Record Clerk Inventory and Service effective April 18, 1945 (noon)

Patti E Rogers Library Assistant Library effective April 16, 1945 (noon)

Pauline A Newby Clerk Mines Experiment Station effective April 11, 1945

Willis Plantz Assistant Herdsman—Cattle Animal and Poultry Husbandry effective March 26, 1945

Margaret Y Berg Clerk-Stenographer Agricultural Extension effective March 24, 1945

Doris L Luehmann Clerk-Stenographer Agricultural Extension effective May 2, 1945 (noon)

Lois W Thorson Clerk-Stenographer Agricultural Extension effective March 27, 1945 (noon)

Ernest Ergeson Assistant Maintenance Mechanic Northwest School and Experiment Station effective April 11, 1945

Dorothy N Marcoe Secretary II School of Dentistry effective June 30, 1945

Elsie V Wilder Clerk-Stenographer Trade and Industrial Education effective April 21, 1945

Lorraine Weyer Junior Clerk-Stenographer Library Instruction effective May 8, (noon)

Joe D Felegy Janitor Physical Plant effective April 26, 1945

Betty J Laing Junior Clerk Students Health Service effective May 17, 1945

Lois K Pitchford File and Mail Clerk Mimeograph and Bulletins effective April 21, 1945

Lacey Snyder Sorter and Marker University Laundry effective April 10, 1945

Chi-wu Wang recipient of Alexander P and Lydia Anderson Fellowship effective at time of appointment January 1, 1945

Stanley E Drewry recipient of a Sears-Roebuck Freshman Scholarship for 1944-45 effective April 3, 1945

Florann T Bellon recipient of a Sears-Roebuck Freshman Scholarship for 1944-45 effective April 3, 1945

The following in the University of Minnesota Hospitals

		Effective Date
Virginia L Becker	Assistant Head Nurse	April 24, 1945
Mary G Faltesek	Senior Laboratory Technologist	April 26, 1945
Esther McGuire	Acting Psychiatric Head Nurse	April 24, 1945
*Susan Westrem	Head Cook	April 2, 1945

* Deceased.

Voted to approve the following appointments:

Ancel Keys Professor Laboratory of Physiological Hygiene at \$7,000 Term B to continue appointment June 16 to August 15, 1945 at \$1,556 Term C

Josef M Brozek Assistant Professor Laboratory of Physiological Hygiene at \$3,000 Term B to continue appointment June 16 to August 15, 1945 at \$667 Term C

Olaf Mickelsen Assistant Professor Laboratory of Physiological Hygiene at \$3,200 Term B to continue appointment June 16 to August 15, 1945 at \$711 Term C

Henry L Taylor Assistant Professor Laboratory of Physiological Hygiene at \$3,000 Term B to continue appointment July 16 to September 15, 1945 at \$667 Term C

Dorothy Day as Research Associate Plant Pathology and Botany Research Funds April 7 to June 30, 1945 at \$630 Term C (\$2,700 A rate)

Stanley R Avery as Lecturer General Education for the spring quarter of 1944-45 at \$161 Term CH25 (\$1,935 B rate)

Luther P Weaver as Instructor Speech for the spring quarter of 1944-45 at \$200 Term CH25 (\$2,400 B rate)

Clifford L Donehower as Instructor School of Dentistry April 1 to June 15, 1945 at \$111 Term CHX2 (\$2,200 B rate)

Marie A Corrigan as Instructor University High School for the spring quarter of 1944-45 at \$590 Term C (\$1,770 B rate)

Samuel Blank as Instructor Cancer Institute Research April 16 to June 30, 1945 at \$500 Term C (\$2,400 A rate)

Joan Kunny as Instructor School of Nursing—United States Cadet Nurse Corps April 1 to June 30, 1945 at \$510 Term CT (\$2,040 A rate)

Avis B Tompkins as Instructor School of Nursing—United States Cadet Nurse Corps April 16 to June 18, 1945 at \$378 Term CT (\$2,160 A rate)

James P Murphy continuation of appointment as Research Fellow National Foundation for Infantile Paralysis April 9 to June 30, 1945 at \$547 Term C (\$2,400 A rate)

Agnes K M Donohue as Teaching Assistant English April 1 to June 15, 1945 at the rate of \$332 Term BHX25

Sarah B Glickenhau as Teaching Assistant Speech April 1 to June 15, 1945 at \$185 Term CH50

Robert W DeNet as Teaching Assistant Chemistry April 1 to June 15, 1945 at \$231 Term CH63

Janet E Sessoms as Teaching Assistant Institute of Child Welfare April 1 to June 15, 1945 at the rate of \$332 Term BH25

Dorothy R Gordon as Research Assistant Plant Pathology and Botany April 25 to June 15, 1945 at \$306 Term C and Term CH75 June 16-30, 1945

Ching Hsiung Li as Research Assistant Agronomy and Plant Genetics—Graduate School Research Fund April 16 to June 30, 1945 at \$184 Term CH50

Dorothy N Colton as Teaching Assistant Library Instruction April 26 to June 30, 1945 at \$160 Term CH50

Kenneth Berger as Teaching Assistant General College for the spring quarter of 1944-45 at \$111 Term CH25

Jeanne Kahnke continuation of appointment as Teaching Assistant School of Nursing—United States Cadet Nurse Corps April 1 to June 30, 1945 at \$221 Term CHT50

Corinne M Holt as Administrative Fellow Radio Broadcasting April 1 to June 30, 1945 at the rate of \$885 Term AH50

Grace L Solether as Administrative Fellow Dean of Students Office—Housing Bureau April 10 to June 30, 1945 at \$199 Term CH50

Esther R Wallin as Administrative Fellow Dean of Students Office—Housing Bureau April 10 to June 30, 1945 at \$199 Term CH50

The following as Medical Fellows Mayo Foundation for three years beginning April 1, 1945 at the rate of \$1,110 Term A

Kendall B Corbin	Neurology and Psychiatry
Dorothy Macy	Medicine
Arnulf R W Pils	Orthopedic Surgery
Joseph E Rall	Medicine

Gabriel Toro as Medical Fellow in Medicine Mayo Foundation for three years beginning May 1, 1945 at the rate of \$1,110 Term A

Loana M Norris continuation of appointment as Junior Home Economist Home Economics April 1 to June 30, 1945 at \$443 Term C (\$1,770 A rate)

Frances C Fruth as Jackson County Home Demonstration Agent Agricultural Extension April 9 to June 30, 1945 at the rate of \$2,160 (\$1,950 University—\$210 County) Term AHIV90

Katherine P Kruger as Crow Wing County Home Demonstration Agent Agricultural Extension April 1 to June 30, 1945 at the rate of \$2,200 (\$1,900 University—\$300 County) Term AHIV86

Ovide B Belanger as Electrician Physical Plant April 1 to June 30, 1945 at the rate of \$2,480 Term ATII

Joyce A Jensen as Junior Clerk-Stenographer Office of the Comptroller May 7 to June 30, 1945 at the rate of \$1,098 Term AIII

Betty E Scales as Clerk-Stenographer Office of the Comptroller May 5 to June 30, 1945 at the rate of \$1,287 Term AIII

Elizabeth H Gibbons as Secretary II Dean of Students Office April 1 to June 30, 1945 at the rate of \$1,728 Term AIV

Thelma H Kawakami as Clerk-Stenographer Dean of Students Office—Student Activities Bureau April 17 to June 30, 1945 at the rate of \$1,287 Term AIII

Gloria M Brownell as Junior Record Clerk Admissions and Records April 17 to June 30, 1945 at the rate of \$1,098 Term ATIII

Jane M Klinge as Junior Record Clerk Admissions and Records April 17 to June 30, 1945 at the rate of \$1,098 Term ATIII

Shirley J Wagner as Junior Record Clerk Admissions and Records April 6 to June 30, 1945 at the rate of \$1,098 Term ATIII

Adele R Oberg as Record Clerk Inventory and Service April 9 to June 30, 1945 at the rate of \$1,287 Term AIII

Eleanor B Mallett as Clerk-Stenographer Agricultural Extension March 19 to June 30, 1945 at the rate of \$1,287 Term AIII

Jean M Ostmo as Clerk-Stenographer Agricultural Extension April 1 to June 30, 1945 at the rate of \$1,287 Term AIII

Jeanne D Boyd as Clerk-Stenographer Administration College of Education April 23 to June 30, 1945 at the rate of \$1,287 Term AIII

Arthur J Wavinak as Supervisor Recreation Field Club House April 1 to June 30, 1945 at \$375 plus residence Term C (\$1,500 plus residence A rate)

Beatrice E Boody as Physical Therapy Technician Training Courses in Kenny Technique—National Foundation for Infantile Paralysis May 1 to June 30, 1945 at \$300 Term C (\$1,800 A rate)

Betty Lou Ringstrom as Junior Clerk-Stenographer School of Nursing—United States Cadet Nurse Corps March 20 to June 30, 1945 at \$310 Term CT (\$1,098 A rate)

Doris M Fredson as Laboratory Technician Laboratory of Physiological Hygiene Research Funds April 30 to June 30, 1945 at \$229 Term C (\$1,350 A rate)

Margaret E Reasoner as Laboratory Technologist Dairy Husbandry Research Funds April 16 to June 30, 1945 at \$334 Term C (\$1,602 A rate)

Shirley E Jesberg as Psychiatric Nursing Supervisor University of Minnesota Hospitals April 1 to June 30, 1945 at the rate of \$2,140 plus laundry Term AIV

The following as recipients of LaVerne Noyes Scholarships of \$65.65 each April 7 to June 30, 1945 College of Science Literature and the Arts

Margaret E Chant	Naomi Quevillon
Dorothy J Pettitt	Elizabeth E Summers

The following as recipients of LaVerne Noyes Scholarships of \$34.65 each April 10 to June 30, 1945 College of Science Literature and the Arts

Maethel E Deeg	Marian G McKenzie
Marian L Erickson	Marilyn R Nelson
Arlyne G Frank	Dorothy Ann Sell
Margaret M Jacobson	Ellen I Stockwell
Nancy J Keely	Eleanor Walsh
Miriam Mandell	

James G Anderson as recipient of a LaVerne Noyes Scholarship of \$42.05 April 7 to June 30, 1945 Institute of Technology

Robert A Johnson as recipient of a LaVerne Noyes Scholarship of \$74.65 April 10 to June 30, 1945 School of Dentistry

Chadwick J Haberstroh as recipient of a Charles E Merrill Scholarship of \$50 April 11 to June 30, 1945 Institute of Technology

Oroll M Judd as recipient of an Arthur C Melamed Scholarship of \$75 April 6 to June 30, 1945 College of Science Literature and Arts

Lillian Franklin as recipient of an Arthur C Melamed Scholarship of \$75 April 11 to June 30, 1945 College of Education

Frances R Greenspon as recipient of a Caleb Dorr Special Achievement Award Scholarship of \$50 for 1944-45 College of Agriculture Forestry and Home Economics

Phyllis I Shannon as recipient of an AWS Scholarship of \$50 April 10 to June 30, 1945 College of Agriculture Forestry and Home Economics

Alma Scott as recipient of a Rockefeller Foundation—Studies in Northwest History Scholarship of \$200 May 1-31, 1945 Graduate School

Feike Feikema as recipient of a Rockefeller Foundation—Studies in Northwest History Scholarship of \$600 May 1, 1945 to April 30, 1946 Graduate School

Phillip Jordan as recipient of a Rockefeller Foundation—Studies in Northwest History Scholarship of \$150 May 1-31, 1945 Graduate School

John Drury as recipient of a Rockefeller Foundation—Studies in Northwest History Scholarship of \$850 May 1 to August 31, 1945 Graduate School

Voted to approve the following special appointments:

Joseph E Debord as Instructor School of Nursing—United States Cadet Nurse Corps April 1 to June 30, 1945 at \$540 Term CT (\$2,160 A rate); (wife Viola Debord General Duty Nurse University of Minnesota Hospitals hourly basis)

Barbara Cooley as Junior Record Clerk Admissions and Records beginning April 16, 1945 at 52¢ an hour (aunt Victoria Swanson Senior Account Clerk Admissions and Records Term AIII)

Leslie W Foker as Instructor General Extension Division beginning April 4, 1945 at \$160 per class per semester (uncle A M Foker Assistant Professor Northwest School and Experiment Station Term AIV)

Nils E Halvorson as Emergency County Farm Labor Assistant Agricultural Extension March 16 to December 31, 1945 at \$175 per month (70 years of age)

Rose Y Hara as Junior Clerk-Stenographer Administration College of Education beginning April 3, 1945 at 52¢ an hour (aunt Kay K Nitasaka Junior Clerk-Stenographer University of Minnesota Hospitals monthly basis)

Karine H Johnson as Maid University of Minnesota Hospitals beginning April 2, 1945 at \$91.50 per month (husband Alvin B Johnson Floorman Pioneer Hall monthly basis)

Janeth C Moore as Laboratory Technologist University of Minnesota Hospitals beginning April 2, 1945 at \$133.50 per month (sister Virginia Moore Assistant Artist Medical Art Shop hourly basis)

Lorraine H Strege as Junior Clerk-Stenographer Office of the Comptroller April 11 to June 30, 1945 at the rate of \$1,098 Term ATIII (sister Hazel Strege Clerk-Stenographer Agricultural Education on military leave of absence)

Dorris B Wavinak as Attendant University Recreation Field April 1 to June 30, 1945 at \$275 Term C (\$1,098 A rate); (husband Arthur J Wavinak Supervisor Recreation Field Club House Term C)

Voted to approve the following promotions and transfers:

Clarence E Mickel from Professor and Acting Chief Entomology and Economic Zoology to Professor and Chief without change in salary beginning May 16, 1945

William F Geddes from Professor and Acting Chief Agricultural Biochemistry to Professor and Chief without change in salary beginning May 16, 1945

Arthur H Brayfield from Instructor Psychology winter and spring quarters of 1944-45 at \$350 Term CH20 (\$2,600 B rate) to Lecturer at \$550 Term C (\$2,800 B rate) April 23 to June 15, 1945

Dorris W Goodrich from Teaching Assistant Sociology at \$443 Term BH33 to Instructor at \$108 Term CH33 (\$1,935 B rate) May 1 to June 15, 1945

Eleanor Y Loomis from Winona County Home Demonstration Agent Agricultural Extension from \$2,480 (\$2,050 University—\$430 County) Term AHIV83 to Instructor—State Club Agent Agricultural Extension at the rate of \$2,600 Term AIV April 16 to June 30, 1945

Zelda Ball from Associate Scientist Graduate School and Cancer Institute Research Funds at \$2,000 Term AIII to Associate Scientist and Instructor Physiology at \$500 Term C (\$2,000 A rate) April 1 to June 30, 1945

John M Reiner from Junior Scientist National Foundation for Infantile Paralysis at \$1,800 Term AH80 (\$2,250 A rate) to Junior Scientist and Instructor Physiology at \$469 Term C (\$2,250 A rate) April 1 to June 15, 1945

Theda Hagenah Research Assistant General College at \$664 Term BH50 to receive \$135 for 30% additional time as Teaching Assistant Physical Education for Women spring quarter of 1944-45

Samuel M Wells Clinical Assistant Medicine at \$443 Term AHT25 to receive \$375 (\$3,000 A rate) for 50% additional time as Physician Laboratory of Physiological Hygiene April 1 to June 30, 1945

Gretchen M Wolfe from Clay County Assistant Home Demonstration Agent Agricultural Extension at \$1,800 Term AIV to Cottonwood County Home Demonstration Agent at \$2,000 (\$1,900 University—\$100 County) Term AHIV95 March 16 to June 30, 1945

Ruth E Swanson from Administrative Fellow Radio Broadcasting at \$885 Term AH50 to Program Director at the rate of \$1,200 Term AHX50 April 1 to June 30, 1945

Betty J Plumedahl from Clerk-Stenographer Naval Science and Tactics at \$1,287 Term AIII to Clerk-Stenographer Civil Engineering without change in salary rate Term AIII April 1 to June 30, 1945

Hazel Komula from Account Clerk Office of the Comptroller at \$1,287 Term AIII to Clerk-Stenographer Surgery and Medical Technology without change in salary rate Term AIII March 16 to June 30, 1945

William E Anderson Floorman University of Minnesota Hospitals at \$1,539 Term AII to serve as Washman University Laundry at the rate of \$1,728 Term AII April 16-24, 1945

Voted to approve the following salary adjustments:

Ella V Rolvaag Instructor Scandinavian at \$645 Term BH33 to receive \$215 for 33% additional time in General College for the spring quarter of 1944-45

Bessie K Merner Instructor Chemistry from \$1,800 Term BX to the rate of \$1,080 Term BHX60 for the spring quarter of 1944-45

Dorothy H Campbell Teaching Assistant Zoology from \$996 Term BH75 to the rate of \$664 Term BH50 April 1 to June 15, 1945

Alice M Carlson Teaching Assistant Zoology from \$332 Term BH25 to the rate of \$664 Term BH50 April 1 to June 15, 1945

Suzanne Grant Teaching Assistant Chemistry from \$332 Term BH25 to the rate of \$664 Term BH50 April 1 to June 15, 1945

Eloise Newcomb Teaching Assistant Chemistry from \$1,162 Term BH88 to the rate of \$830 Term BH63 April 1 to June 15, 1945

James M Pollock Teaching Assistant Chemistry from \$830 Term BH63 to the rate of \$498 Term BH38 May 1 to June 15, 1945

Roberta Follansbee Teaching Assistant Physiology from \$664 Term BH50 to the rate of \$332 Term BH25 April 1 to June 15, 1945

Madeline E Maybauer Teaching Assistant Institute of Child Welfare from \$332 Term BH25 to the rate of \$664 Term BH50 April 16 to June 15, 1945

Evelyn H Kern Dakota County Home Demonstration Agent Agricultural Extension from \$2,200 (\$1,980 University—\$220 County) Term AHIV90 to the rate of \$2,300 (\$1,980 University—\$320 County) Term AHV86 January 1 to June 30, 1945

Sylvia I Runsvold Mecker County Home Demonstration Agent Agricultural Extension from \$1,980 (\$1,800 University—\$180 County) Term AHIV91 to the rate of \$2,280 (\$1,800 University—\$480 County) Term AHIV79 April 1 to June 30, 1945

Voted to approve the following leaves of absence:

Clifford Kirkpatrick Professor Sociology leave without salary May 1 to June 15, 1945 to undertake confidential work for the War Department

Howard P Longstaff Associate Professor Psychology leave without salary April 24 to June 15, 1945 to serve as a Bombing Research Analyst in the European Theater of Operations for the United States Strategic Bombing Survey

Arthur G Tyler Assistant Professor Agricultural Engineering leave with salary April 4 to May 31, 1945 on account of illness

Douglas H Yock Assistant Professor School of Dentistry leave without salary April 1 to June 15, 1945 to serve in the United States Navy Dental Corps

Bernice E Frohreich Dining Hall Matron and Instructor Northwest School and Experiment Station leave without salary May 1 to June 30, 1945 because of cancellation of 4-H Club and

special camps during June due to governmental restrictions; to serve April 1-30, 1945 which is not covered on regular C term appointment in place of the May assignment

A B Curry Ellison Medical Fellow Mayo Foundation leave without salary May 1 to June 30, 1945 for service in the United States Navy

Robert P Glover Medical Fellow Mayo Foundation leave without salary April 1 to June 30, 1945 on account of illness

Richard H Kelty Medical Fellow Mayo Foundation leave without salary May 1 to June 30, 1945 for military duty

Rodolfo L Kruger Medical Fellow Mayo Foundation leave without salary May 15 to June 30, 1945 for travel in the United States

Thomas B Merner Medical Fellow Radiology and Physical Therapy leave without salary May 1 to June 30, 1945 to take residence temporarily at the Minneapolis General Hospital

Mildred A Norval Medical Fellow Mayo Foundation on leave of absence January 1 to June 30, 1945 leave to terminate April 1, 1945 (returned early from visit to South America)

Ramon Quintanilla, Jr Medical Fellow Mayo Foundation leave without salary April 1 to June 30, 1945 for study at Massachusetts Institute of Technology

Evelyne W Sandal Waseca County Home Demonstration Agent Agricultural Extension leave without salary March 16 to April 6, 1945 on account of illness

Marjorie Knowlton Junior Scientist Division of Dental Research and Graduate Education leave without salary April 17 (noon) to June 30, 1945 to serve with the Congregational Service Committee of the United Nation's Relief and Rehabilitation Agency

Delwin B Dusenbury Program Director Radio Broadcasting and Instructor of Speech leave without salary April 1 to June 30, 1945 for position with the United States Army Service Forces Aural Rehabilitation Division

Evelyn C Grevett Clerk-Stenographer Entomology and Economic Zoology continuation of leave without salary April 1-15, 1945 on account of illness

Lois W Thorson Clerk-Stenographer Agricultural Extension continuation of leave without salary March 1-18, 1945 to be with husband

Geraldine L Scott Clerk-Stenographer School of Public Health leave without salary April 16 to May 7, 1945 to visit husband in California

Blanche Widing Elevator Operator Minnesota Hospital and Home for Crippled Children—Flour Exchange Building continuation of leave without salary April 16 to June 30, 1945 on account of illness

Mary Benson Hand Ironer and Presser University Laundry leave without salary April 11-30, 1945 on account of injury

Florence Bowman Hand Ironer and Presser University Laundry leave without salary March 19-31, 1945 on account of illness

Edna Hobbs Maid University of Minnesota Hospitals leave without salary February 1 to April 30, 1945 on account of industrial accident

Sophia Lovsted General Duty Nurse University of Minnesota Hospitals leave without salary April 5-28, 1945 for rest

The President presented for the information of the Board the Fifty-first Annual Report of the Agricultural Experiment Station of the University of Minnesota, transmitted to him by Dean C. H. Bailey, Director.

Voted to authorize acquisition of the following legally described property at a cost of \$165,000 with the understanding that the buildings on this property for the present will be used to house the University Counseling and Testing Service for veterans:

Lots 3, 4, 5, 6, 7, and 8, Block 34, St. Anthony City (Formerly known as Minnesota College, 415 Harvard Street Southeast, Minneapolis, Minnesota), North 50' of Lots 1 and 2, Block 34, St. Anthony City. North 50' of South 115' of Lots 1 and 2, Block 34, St. Anthony City, Minneapolis, Minnesota (400 and 406 Walnut Street Southeast).

Voted to approve the following policy for determining the pay status of University Civil Service employees (skilled trades paid at the prevailing rates excepted) under the new Civil Service classification and pay plan.

Assignment in New Wage Schedule

1. For the purpose of determining the hourly, monthly, or annual rate of an employee in the new salary schedule, each employee will be placed at that step in the new schedule which corresponds to the step which he now occupies in the present schedule. In the event the rate for the assigned step in the new class range is lower than the rate for the corresponding step in the present class range, he shall be assigned at the rate for that step in the new range which will not decrease his present wage (usually the next higher step in the proposed range). Employees with a normal salary designation or with no salary designation shall be assigned to the step in the new pay schedule to which their length of service in their present classification would entitle them provided, however, that no such employee shall be assigned beyond the third step in the new pay schedule unless such assignment is required to provide an upward salary adjustment. No salary adjustment involving an annual increase beyond \$600 shall be made unless such assignment is required to place the employee at the minimum of the range for the class of his position. This will constitute his initial assignment in the new schedule. On July 1, 1945, each Civil

Service employee who has been appointed to his present position on or before January 2, 1945, shall receive the pay proposed in the new class range for the next step beyond the one to which he was initially assigned during the period January 1, 1945, through June 30, 1945.

Retroactive Pay

2. All Civil Service employees who are on the University payroll of June 30, 1945, will be eligible for retroactive pay for service rendered during the period January 1, 1945 to June 30, 1945, in accordance with their initial assignment in the new pay schedule. Civil Service employees who rendered service during the period January 1, 1945, and June 30, 1945, and are *not* on the payroll on June 30, 1945, shall receive retroactive pay in accordance with the revised pay schedule for the new class corresponding to the old class.

Voted to authorize extension of the commission of the Public Administration Service, Chicago, Illinois, to include a study and recommendations on changes in civil service rules.

The President and Business Vice President discussed with the Board the comparative summary of appropriations made by the 1945 Legislature, comparative schedule filed supplement to the minutes, page 3843.

Voted to rescind action of the Executive and Finance Committee of the Board of Regents of April 22, 1936 relative to eligibility in the State Employees Retirement Fund and in lieu thereof to make the following interpretation of eligibility of University employees for the State Employees Retirement Fund, effective July 1, 1945:

All employees on the regular and miscellaneous payrolls are included in the State Employees Retirement Fund except the following:

- a. Members of the administrative and instructional service including research and extension with the rank of president, vice president, dean, professor, associate professor, assistant professor, instructor, assistant, fellow, scholar, lecturer, physician, dentist, and athletic coach.
- b. Employees of the University at the University primarily in the capacity of students.
- c. Members of the staff entering the service after July 1, 1935 who are included in the University Faculty Group Insurance and Retirement Plan.
- d. Employees whose service is casual and intermittent for special events or activities.
- e. Any other employees specifically excluded by the Regents of the University of Minnesota.

Voted to approve granting of honorary degrees in accordance with list filed supplement to the minutes, page 3844.

Voted to approve the following memorandums of agreement:

Bureau of Agricultural Economics, United States Department of Agriculture, covering a cooperative project on Production Adjustments in Agriculture, for the period January 1, 1945 to June 30, 1945, filed supplement to the minutes, page 3845.

War Food Administration, Office of Materials and Facilities, and Willys-Overland Motors, Inc., covering investigations on a $\frac{1}{4}$ ton Army truck, for the period November 11, 1944 to October 1, 1945, filed supplement to the minutes, page 3846.

Voted to approve the following renewals of memorandums of agreement:

Soil Conservation Service, United States Department of Agriculture, covering a study of vegetation in controlling soil erosion, for the period July 1, 1945 to June 30, 1946, filed supplement to the minutes, page 3847.

Bureau of Animal Industry, United States Department of Agriculture, covering a study on brucellosis in cattle, for the period July 1, 1945 to June 30, 1946, filed supplement to the minutes, page 3848.

Bureau of Animal Industry, United States Department of Agriculture, covering a study on brucellosis in swine, for the period July 1, 1945 to June 30, 1946, filed supplement to the minutes, page 3849.

Bureau of Animal Industry, United States Department of Agriculture, covering a study on improvement of swine through breeding, for the period July 1, 1945 to June 30, 1946, filed supplement to the minutes, page 3850.

Voted to grant permission to Professor James D. Winter, Division of Horticulture, to serve as consultant to the Rapinwax Paper Company and the Franklin Transformer Manufacturing Company of Minneapolis.

Voted to accept with appreciation the specially printed copy of the Constitution of Iceland, autographed by the first President, the Honorable Sveinn Bjornsson, received through the Honorable Thor Thors, Icelandic Minister to the United States.

Voted to approve modification proposed by the Child Psychology Study Circle in the Child Psychology Study Circle Loan Fund, to provide that recommendations will be made from students of the State of Minnesota, with

preference to students of St. Paul and to those majoring in Child Psychology.

The President reported to the Board prospective bequest of the late George S. Clark for the founding and endowing a research professorship in Medicine, filed supplement to the minutes, page 3851.

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

April 6, 1945 through May 5, 1945

ACQUISITIONS

Bonds

Mayo Foundation

Amount	Security	Maturity	Cost
\$ 5,000.00	Central Vermont Public Service Corporation 2¾% First Mortgage Bonds	2-1-1975	\$ 5,075.00
10,000.00	Pacific Gas and Electric Company 3% Bonds First and Refunding, Series "H".....	12-1-1979	10,675.00
5,000.00	Virginia Electric and Power Company 2¾% Bonds First and Refunding, Series "E".....	3-1-1975	5,075.00

Minnesota Hospital and Home for Crippled Children—

Endowment

18,000.00	New York, Chicago, and St. Louis Railroad Company 3¾% Refunding Mortgage Bonds, Series "D".....	1-1-1975	19,057.50
15,000.00	Ohio Edison Company 2¾% First Mortgage Bonds	4-1-1975	15,150.00

John A. Johnson Memorial Fund

7,000.00	New York, Chicago, and St. Louis Railroad Company 3¾% Refunding Mortgage Bonds, Series "D".....	1-1-1975	7,411.25
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Group Investment Fund			
Amount	Security	Maturity	Cost
\$ 10,000.00	Montana Dakota Utilities Company 3% First Mortgage Bonds	4-1-1965	\$10,262.50

General Trust Fund—Swift and Company			
25,000.00	United States of America 3/8% Certifi- cates of Indebtedness	4-1-1946	25,024.75

Stocks

Mayo Foundation			
No. of Shares	Security	Class	Cost
100	Flintkote Company	\$4 Cumulative Preferred	10,700.00

Group Investment Fund			
100	Johns Manville Cor- poration Common Stock	Common	11,010.30
250	Minneapolis Honey- well Regulator Com- pany	Common	10,933.93

EXCHANGE

Stock

Group Investment Fund			
No. of Shares	Security	Class	Cost
200	General Tire and Rub- ber Par Value each \$100	4 1/4% Cumulative Preferred	\$20,200.00
This was received in exchange for the following:			
200	General Tire and Rub- ber Par Value each \$100	4 1/2% Cumulative Preferred	20,200.00

MATURITIES

Bonds

Mayo Foundation				Amount Received
Amount	Security	Maturity	Cost	
\$ 3,000.00	School District of Beresford, South Da- kota 4 1/2% Bonds Matured 4-1-1945	4-1-1945	\$ 2,992.50	\$ 3,000.00

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

Amount	Security	Maturity	Cost	Amount Received
\$ 5,000.00	Northern Pacific Equipment Trust Cer- tificate due May 1, 1945	5-1-1945	\$ 5,255.15	\$ 5,000.00

Charles Dight Eugenics Fund

1,000.00	City of Toronto, Dominion of Canada 5% Local Improve- ment Debenture Bonds Matured 4-1-1945	4-1-1945	Gift	1,000.00
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Samuel W. Melendy Memorial Fund

1,000.00	New York Central Railroad 4½% Equip- ment Trust Certifi- cates	5-1-1945	Gift	1,000.00
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CALLED

Bonds

Mayo Foundation

Amount	Security	Maturity	Cost	Amount Received
\$ 1,000.00	Blackstone Valley Gas and Electric Company First Mortgage Bonds Called in part as of May 1, 1945 at 105	11-1-1973	\$ 1,025.00	\$ 1,050.00
15,000.00	Pacific Gas and Elec- tric Company First Mortgage Bonds Called as of June 1, 1945 at 105, with im- mediate payment privilege	12-1-1964	15,000.00	15,750.00
25,000.00	Central Vermont Pub- lic Service Company Series "B" First Mortgage Bonds Called as of May 14, 1945 at 105	8-1-1966	25,468.75	26,250.00

Voted to accept with thanks the following gift:

Donor The Jane Coffin Childs Memorial Fund for Medical Research
Amount \$5,000
Fund The Jane Coffin Childs Memorial Fund for Medical Research—Gastric Carcinoma
Purpose To establish a research on gastric carcinoma under the direction of Dr. Owen Wangensteen, in accordance with correspondence filed supplement to the minutes, page 3852.

Voted to accept with thanks the following gift:

Donor The Jane Coffin Childs Memorial Fund for Medical Research
Amount \$5,000
Fund The Jane Coffin Childs Memorial Fund for Medical Research

Voted to accept with thanks the following gift:

Donor The Jane Coffin Childs Memorial Fund for Medical Research
Amount \$2,700
Fund The Jane Coffin Childs Memorial Fund for Medical Research—Leukemia in Mice

Voted to accept with thanks the following gift:

Donor The Soy Flour Association
Amount \$2,000
Fund Soy Flour in Bakery Products Research
Purpose To establish a research on soy flour in bakery products, in accordance with memorandum of agreement filed supplement to the minutes, page 3853.

Voted to accept with thanks the following gift:

Donor Alumni Association of the Division of Library Instruction
Amount \$1,000
Fund Lura C. Hutchinson Scholarship
Purpose To establish a scholarship fund for deserving and needy students in the Division of Library Instruction, in accordance with correspondence filed supplement to the minutes, page 3854.

Voted to accept with thanks the following gift:

Donor Minnesota State Pharmaceutical Association
Amount \$1,000 (\$225 from Minnesota State Pharmaceutical Association Scholarship not awarded in 1945-46.)
Fund Minnesota State Pharmaceutical Association Student Loan Fund
Purpose To establish a loan fund for students registered in the College of Pharmacy, in accordance with correspondence filed supplement to the minutes, page 3855.

Voted to accept with thanks the following gift:

Donor Minnesota and Ontario Paper Company
Amount \$650
Fund Mando Scholarships
Purpose To establish two scholarships of \$300 each for graduates of a Koochiching County high school, who matriculate in the College of Agriculture, Forestry, and Home Economics, in accordance with memorandum of agreement filed supplement to the minutes, page 3856.

Voted to accept with thanks the following gift:

Donor Freeport Sulphur Company
Amount \$300
Fund Sulphur Research
Purpose For continuation of research, in accordance with memorandum of agreement filed supplement to the minutes, page 3857.

Voted to accept with thanks the following gift:

Donor Mrs. Juliet B. Johnston
Amount \$100
Fund J. B. Johnston Lectureship in Neurology

Voted to accept with thanks the following gift:

Donor Dr. Reynold Jensen
Amount \$25
Fund Elias P. Lyon Lectureship Fund

Voted to accept with thanks the following gift:

Donors \$25 Miles H. McNally
and 10 Mabel H. Thomas
Amounts
Fund William Hodson Memorial Fund

Voted to accept with thanks the following gift:

Donor University of Minnesota Alumnae Club
Amount \$15
Fund All-University Council Foreign Students Aid Fund

Voted to accept with thanks the following gift:

Donor Dr. O. F. Robbins
Amount \$5
Fund Robert Meyer Clinical Associate Professorship Fund

Voted to accept with thanks the following gift:

Donor Mr. Philip W. Pillsbury
Amount 12 books on Home Economics
Fund Philip W. Pillsbury Home Economics Award
Purpose To establish an award of twelve books on Home Economics to the highest ranking student in the graduating class in Home Economics, in accordance with letter of Mr. V. R. West, Director of Public Relations, Pillsbury Mills, Inc., dated May 4, 1945, filed supplement to the minutes, page 3858.

Voted to accept with thanks gift of periodicals, books, and pictures presented to the University Gallery by Mrs. Franklin Crosby, Jr.

Voted to accept with thanks gift of 240 volumes of history and general literature from Mr. George G. Whitney to the University Library.

Voted to approve the report of the Business Vice President to the Chairman of the Executive and Finance Committee, filed supplement to the minutes, page 3859.

Voted to approve transfers of funds No. 1191 to No. 1315, with the exception of Nos. 1198 and 1199.

Voted to approve journal vouchers No. 8001 to No. 10,000, with the exception of No. 9740.

Voted to approve requisitions No. 37466 to No. 39304, \$407,635.61.

Voted to adjourn.

W. T. MIDDLEBROOK, Secretary