

The University of Minnesota

MEETING OF THE EXECUTIVE COMMITTEE

MINUTES

September 13, 1915

A meeting of the Executive Committee was held in the Sociology Seminar Room, Library Building, Monday, September 13, 1915, at 3:00 p.m.

Present: Regent Nelson, presiding; Regents Partridge, Schulz, Snyder, Sommers, and Vincent.

Voted to accept the following resignations:

Edgar K. Soper as Instructor in Geology and Mineralogy, effective August 1, 1915.

O. B. Jesness as Assistant in Marketing in Agricultural Economics, effective August 1, 1915.

Inasmuch as Dr. R. H. Mullin has accepted a position in another university,

Voted, in the absence of a formal resignation, to fix August 31, 1915, as the date when Dr. Mullin's connection with the University staff terminated.

Voted to approve the following appointments:

Terence T. Quirke as Instructor in Geology for one year beginning August 1, 1915, at a salary of \$1,500.

Martin B. Ruud as Instructor in Rhetoric for one year beginning August 1, 1915, at a salary of \$1,200.

R. M. Wilcox as Assistant in Rhetoric and Public Speaking for one year beginning August 1, 1915, at a salary of \$1,000.

Percival W. Viesselman as Assistant in Political Science for the academic year 1915-16, at a salary of \$1,000.

James H. Forsythe as Instructor in Architecture for one year beginning August 1, 1915, at a salary of \$1,600.

Jeness B. Frear as Instructor in Engineering Mathematics and Mechanics for one year beginning August 1, 1915, at a salary of \$1,400.

J. S. Turner as Instructor in Mathematics for one year beginning August 1, 1915, at a salary of \$1,000.

E. A. Reid as Instructor in Electrical Engineering for one year beginning August 1, 1915, at a salary of \$1,000.

Charles H. Blitman as Instructor in Drawing and Descriptive Geometry for one year beginning August 1, 1915, at a salary of \$1,000.

John N. Armstrong as Instructor in Dermatology and Syphilis for the academic year 1915-16, without salary.

Ralph T. Knight as Teaching Assistant in Pediatrics for the academic year 1915-16, without salary.

T. L. Birnberg as Assistant in Pediatrics for the academic year 1915-16, without salary.

J. P. Schneider as Instructor in the clinic in medicine in the out-patient service for one year beginning September 1, 1915, at a salary of \$1,000.

J. S. Gilfillan as Associate Professor of Medicine beginning September 13, 1915, without salary.

A. R. Hall as Instructor in Medicine for the two years beginning August 1, 1915, without salary.

R. I. Rizer as Instructor in Medicine for the academic year 1915-16, without salary.

Paul B. Cook as Instructor in Dermatology and Syphilis for the academic year 1915-16, without salary.

F. E. Joyce as Assistant in the School of Chemistry for one year beginning August 1, 1915, at a salary of \$500.

Frederick J. Souba as Medical Examiner in the Department of Physical Education for Men during the early weeks of the autumn semester at the rate of \$10 a day for services not to exceed five hours per day.

Elmer Oswood as Clerk in the Department of Physical Education for Men for ten months beginning September 1, 1915, at a salary of \$500.

George G. Childs as Scholar in the Department of Animal Biology for the academic year 1915-16, at a salary of \$225.

Florence Gumbiner as Scholar in the Department of History for the academic year 1915-16, at a salary of \$225.

Jesse R. Kellems as Scholar in the Department of History for the academic year 1915-16, at a salary of \$150.

Lucy L. Powell as Chaperon for West Sanford Hall for the academic year 1916-16, with room and board at Sanford Hall.

George C. Glick as Instructor in English in the College of Agriculture for one year beginning August 1, 1915, at a salary of \$1,100.

P. L. Johnsrud as Instructor in Farm Arithmetic in the School of Agriculture for six months beginning October 1, 1914, at a salary of \$700.

James E. Dorsey as Instructor in Extension Law Classes for the academic year 1915-16, at a salary of \$300.

George N. Hansen as Instructor in Animal Husbandry in the School of Agriculture for eight months beginning September 15, 1915, at a salary of \$800.

Philip Anderson as Instructor in Animal Husbandry in the School of Agriculture for nine months beginning September 15, 1915, at a salary of \$900.

Franklin C. Clapp as Assistant in the Division of Soils from

August 23 to September 30, 1915, at a salary of \$80 a month.

Everett R. Doherty as Assistant in the Division of Agricultural Chemistry for nine months beginning September 1, 1915, at a salary of \$450.

George E. Holm as Assistant in the Division of Agricultural Chemistry for nine months beginning September 1, 1915, at a salary of \$360.

Shinjiro Sato as Assistant in the Division of Agricultural Chemistry for nine months beginning September 15, 1915, at a salary of \$360.

Agnes Swanson as Clerk and Stenographer in the office of the Dean of the Department of Agriculture beginning September 15, 1915, at a salary of \$60 a month.

Mrs. Elsie E. Martin as Loan Desk Assistant in the Library of the College of Agriculture, beginning September 8, 1915, at a salary of \$75 a month.

George E. Gibb as Secretary and Registrar at the Northwest School of Agriculture, beginning September 15, 1915, at a salary of \$50 for the first two months, and \$60 per month thereafter if satisfactory.

Ruth M. Hager as Clerk in the Division of Agricultural Extension, beginning August 23, 1915, at a salary of \$60 a month.

Thomas Lundheim as Foreman at the Fruit Breeding Farm at Zumbra Heights beginning November 1, 1915, at a salary of \$1,000 a year.

Edwin Ofstie as Shop Assistant in the Department of Mechanical Engineering for ten months beginning September 1, 1915, at a salary of \$550.

Harry Martinson as Shop Assistant in the Department of Mechanical Engineering for ten months beginning September 1, 1915, at a salary of \$400.

Mabel Swanson as Stenographer in the Department of Drawing and Descriptive Geometry for ten months beginning September 1, 1915, at a salary of \$400.

Ethel M. Goudie as Stenographer in the Department of Experimental Engineering for ten months beginning September 1, 1915, at a salary of \$450.

A. B. Bjornstad as Stenographer in the Department of Electrical Engineering for ten months beginning September 11, 1915, at a salary of \$350, for part time.

Voted to approve the following reappointments:

Franc P. Daniels as Instructor in Horticulture in the School of Agriculture for six months beginning October 1, 1915, at a salary of \$100 a month.

L. R. Whitson as Instructor in Drawing in the Department of Agriculture for one year beginning August 1, 1915, at a salary of \$1,000.

Wilbur H. Cherry as Instructor in Extension Law Classes for the academic year 1915-16, at a salary of \$300.

W. D. Beadie as Teaching Assistant in Pediatrics for the academic year 1915-16, without salary.

C. E. Smith as Teaching Assistant in Pediatrics for the academic year 1915-16, without salary.

T. J. Maloney as Teaching Assistant in Diseases of the Eye, Ear, Nose and Throat, for the academic year 1915-16, without salary.

Voted to approve the following promotions:

S. Marx White from Associate Professor of Medicine to Professor of Medicine, effective September 13, 1915.

J. B. Sedgwick from Associate Professor in charge of the Division of Pediatrics to Professor of Pediatrics, in charge of the Division of Pediatrics, effective September 13, 1915.

A. S. Hamilton from Associate Professor in charge of the Division of Nervous and Mental Diseases to Professor of Nervous and Mental Diseases, in charge of the Division of Nervous and Mental Diseases, effective September 13, 1915.

F. L. Rothrock from Assistant Professor of Gynecology to Associate Professor of Obstetrics and Gynecology, effective September 13, 1915.

F. L. Adair from Assistant Professor of Obstetrics to Associate Professor of Obstetrics and Gynecology, effective September 13, 1915.

A. T. Mann from Assistant Professor of Surgery to Associate Professor of Surgery, effective September 13, 1915.

H. L. Ulrich from Instructor in Medicine to Assistant Professor of Medicine, effective September 13, 1915, with appointment to August 1, 1918.

F. S. Bissell from Instructor in Roentgenology and Roentgenologist to Assistant Professor of Roentgenology, effective September 13, 1915, with appointment to August 1, 1916.

A. C. Strachauer from Instructor in Surgery to Assistant Professor of Surgery, effective September 13, 1915, with appointment to August 1, 1917.

Oscar Owre from Instructor in Genito-Urinary Diseases to Assistant Professor of Genito-Urinary Diseases, effective September 13, 1915, with appointment to August 1, 1917.

Voted to approve the following loan from the Ludden Trust Fund:

Toubie R. Yorsh.....\$50.00

Voted to approve the recommendation of the Administrative Board of the Medical School that in view of special circumstances the salary of H. E. Robertson, Professor and Director in the Department of Pathology, Bacteriology and Public Health be increased from \$3,500 to \$4,000, to take effect as of August 1, 1915.

Voted to increase the salary of Katharine Whitney, Medical School Artist, from \$960 to \$1,200 for a service of eleven months a year, beginning September 1, 1915, with the understanding that the additional sum is to be derived from increased charges to departments for work done.

Voted to authorize the use of the Winchell Cottage, one of the coöperative housekeeping cottages on the University Campus, by the School of Nurses from June 15 to September 15, 1916.

Voted to establish a fee of \$5.00 for individual courses of study in the preliminary courses of the School for Nurses for accredited nurses received from other institutions.

Voted to establish the Division of Orthopedic Surgery in the Department of Surgery with Dr. Arthur J. Gillette, Professor of Orthopedic Surgery, in charge.

Voted to assign J. P. Schneider, Instructor in Medicine, to the Clinic in Medicine in the Out-Patient Service, to care for the work of J. E. Hynes, resigned, at a salary of \$1,000 a year, beginning September 1, 1915.

Voted to approve the expense bills of Dean J. B. Johnston and A. E. Jenks and authorize the Comptroller to prepare authorizations and request the approval of the Governor *nunc pro tunc*.

Voted to authorize the construction of a spur from the Inter-Campus Line to the Cold Storage Plant, University Farm, the cost not to exceed \$2,000, to be derived chiefly from special land-lease revenues which must be used on the Farm Campus.

Voted to authorize the Comptroller to contract for new boilers, chain grates and boiler settings as recommended by the Engineer in charge of Construction and approved by the Superintendent of Buildings and Grounds.

Voted to approve the 1915-16 budget as printed.

Voted in view of the special emergency, and to protect \$300,000 worth of buildings against fire, to appropriate from University Reserve \$6,000 or as much thereof as may be needed for connecting the Northwest School and Station with the Crookston City Water Works.

Voted on the recommendation of Engineer J. T. Stewart to approve the plans and specifications of the St. Paul City Engineer for the construction of the Como Avenue Sewer.

Voted to approve the following amendments to the 1915-16 budget:

Establish pay-roll item No. 129A, Agricultural Engineering, to provide for salary of E. C. Crane for twelve months at \$110 a month, \$1,320; \$1,200 to be supplied from excess receipts for the

year 1914-15 and \$120 to be supplied from Budget No. 238, page 87, reducing that budget from \$3,000 to \$2,880.

Increase Support, pay-roll item No. 44, Dr. Warwick, section IX, page 55, from \$700 to \$1,100 and transfer \$400, fund No. 20, Elliot Hospital Support, same pay-roll number, to pay-roll item No. 14, page 59, Pathologist, making total amount of payroll item No. 14, \$700.

Voted to approve the following transfers:

Transfer \$43.55 from Budget No. 1, page 18, General Reserve, to Budget No. 25, Miscellaneous, page 22.

Transfer \$60.00 from pay-roll item No. 72, section IX, page 56, to Budget No. 127, same section and page 52, to take care of salary for extra services of Miss Emma Joncas.

Transfer \$17.40 from pay-roll item No. 72, section IX, page 56, to Budget No. 127, same section and page 52 for extra services in Secretary's office.

Transfer \$66.65 from General Reserve, Budget No. 1, page 18 to Budget No. 127, section IX, page 52 to take care of balance canceled Anatomical Building Equipment Fund.

Transfer \$200.00 from Budget No. 241, Fund 4A, section XI, page 88 to create pay-roll item No. 161B, same fund, section and page.

Transfer \$100.00 from Budget No. 235A, Fund 84, Seed Cases, to create pay-roll item No. 123A.

Transfer from the following, 1914-1915 budget: 5A, Statistics, \$80.94; 5 B, Committee on Education, \$12.41; 13, Freight and Express, \$948.12; 18, Miscellaneous, \$625.27; 19, Examination Paper, \$1,000; 21, Summer School, \$819.00; 23 D, Mileage Re-claims, \$1,269.65; 38, Relief and Extra Help, \$912.84; 38 F, Sale Scrap Material, \$384.79; 43, Electric Lamps, \$373.40; 45, Water, \$202.74; 47, Custodial Supplies, \$506.97; 48, Barn Supplies, \$228.11; and pay-roll items in section III as follows: Superintendent's office, \$221.81; heating plant, \$400.42; steamfitters and mechanics, \$573.97; telephone operators, \$15.60; custodial, \$986.79; barn, \$10.03; watchmen, \$275.72; and campus, \$54.30, to the following: 5A, Survey, \$716.31; 10, Registrar's Office, \$360.39; 11, University Senate, \$24.63; 12, Postage, \$664.02; 14, Bulletins, \$1,517.66; 15, President's Report, \$124.61; 16, Traveling Expenses, \$259.17; 17, Telephone and Telegraph, \$100.86; 18 B, Covering Northern Pacific Tracks, \$82.75; 23 A, Land Record, \$465.54; 30 A, Brick Testing, \$26.50; 38 D, Moving Chemistry, \$135.59; 38 E, Moving Music, \$25.35; 39, Heating Plant Supplies, \$178.55; 40, Fuel, \$149.55; 41, Gas, \$1,052.42; 42, Electricity, \$2,640.80; 44, Laundry, \$312.43; 46, Ice, \$36.09; 48, Receipts Armory, \$16.75, and Reserve, \$1,012.91. Total transferred, \$9,902.88.

Transfer \$630.00 from Budget No. 201, section I, page 74 to create pay-roll item No. 6 A, same section and page.

Transfer the following items in the 1914-15 Budget:

From pay-roll item No. 8.....	\$41.67
From pay-roll item No. 16.....	30.00
From pay-roll item No. 24.....	15.35

to pay-roll item No. 25 all in section II, page 24.

Transfer \$180.00 from pay-roll item No. 9, section VII, Support, page 50, 1914-15, to Budget No. 130, section IX, Support, page 53, 1915-16 Budget.

Transfer \$150.00 from pay-roll item No. 11, section XII, Support, page 66, 1914-15 Budget, to pay-roll item No. 12, section XIV, Support, page 68, 1915-16 Budget.

Transfer \$116.66 from pay-roll item No. 8 A, section I, Support, page 72 to pay-roll item No. 217, section XVII, Support, page 93, 1914-15 budget.

Transfer \$41.65 from pay-roll item No. 134, Support, section IX, page 84 to pay-roll item No. 89, same section and page 1914-15 budget.

Transfer \$55.00 from pay-roll item No. 282, Support, section XX, page 99 to pay-roll item No. 281, same page and section 1915-16 budget.

Transfer \$100.00 from Budget No. 113, section VIII, page 48 to pay-roll item No. 9, same section and page, 1915-16 budget.

Transfer \$100.00 from Budget No. 113, section VIII, page 47 to pay-roll item No. 10, same section and page, 1915-16 budget.

Transfer \$200.00 from Budget No. 108, section VIII, page 47 to pay-roll item No. 63, same section, page 51, 1915-16 budget.

Voted to approve the following requisitions:

Requisitions 101 to 125 inclusive.....	\$ 21,954.09
Requisitions 126 to 150 inclusive.....	10,741.11
Requisitions 151 to 175 inclusive.....	16,240.81
Requisitions 176 to 200 inclusive.....	10,459.03
Requisitions 201 to 225 inclusive.....	120,816.42
Requisitions 226 to 250 inclusive.....	5,452.21
Requisitions 251 to 275 inclusive.....	6,236.74
Requisitions 276 to 300 inclusive.....	6,600.33
Requisitions 301 to 325 inclusive.....	12,427.25
Requisitions 326 to 342 inclusive.....	7,854.45

Voted to adjourn.

G. H. HAYES, *Secretary*