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Minutes of the meeting of the Executive Committee of the Board of Regents of the University of Wisconsin: November 19, 1938. 1938

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MEETING OF THE EXECUTIVE COMMITTEE

Madison, Wisconsin

Saturday, November 19, 1938, 10:30 A. M.

PRESENT: Regents Callahan, Gates, Wilkie; President Dylstra, Comptroller Peterson, Secretary McCaffrey.

RECOMMENDATIONS OF THE PRESIDENT

- - Comptroller - -

1. That A. F. Gallistel, Superintendent of Buildings and Grounds, be paid in cash the \$25 allowance usually deducted from his salary for the house he occupies; this additional cash payment of \$25 to be made for the month of November, 1938; charge to extra labor, physical plant, p. 226, fund 1-A.

Adopted.

2. That upon recommendation of the Registrar a full refund of \$27.50 be made to Joseph Fischer who was denied admittance to the University because of deficient entrance requirements.

Adopted.

- Summer Session -

1. That John L. Gillin, Professor of sociology, be paid \$750 from the summer session trust fund, which represents his 1938 deposit that should not have been accepted as credit toward a leave of absence.

Adopted.

- Physical Education - Women -

1. That Ruth Pauline Hauck be appointed assistant in physical education - women from November 1, 1938 to the close of the 1st semester of 1938-39; salary at

the rate of 50¢ an hour (\$5.00 a month); charge to receipts from faculty recreation classes, fund 1-A. (This appointment does not carry with it exemption from non-resident tuition.)
Adopted.

2. That the appointment of Hazel Conlon, assistant in physical education - women, be reduced; and that she receive one payment of \$50 for the month of October 1938; charge to part-time instruction, p. 35, fund 1-A.
Adopted.

3. That the compensation of Garnet Agnes Fischer, assistant in physical education - women, be reduced from \$13.00 to \$2.00 for the period November 1, 1938 to the close of the 1st semester of 1938-39, because of reduced services; charge to receipts from faculty recreation classes, fund 1-A.
Adopted.

4. That the following musician assistants receive an hourly increase in pay from 50¢ to 60¢ with no increase in the yearly total beginning November 1, 1938; charge to musician assistants, p. 35, fund 1-A:

Irene Dorothy Bird
Mavis Rose Munson

Adopted.

- Letters and Science -

1. That Margaret Mead be appointed student assistant in Irish for the academic year 1938-39; salary \$400 for the year; charge to equipment, p. 39, fund 1-R.
Adopted.

- Agriculture -

1. That the appointment of Herbert E. Rahe, instructor in the farm short course, for the period November 14, 1938 to March 11, 1939; salary \$350 for the period; be corrected to include exemption from non-resident tuition for one semester.
Adopted.

2. That the resignations of the following cow testers be accepted; to take effect November 1, 1938, p. 91:

Maurice Wangen
Theodore Bloomquist

Adopted.

3. That the appointment of Harold H. Hull, instructor in soils, be adjusted for the period November 1, 1938 to June 30, 1939 as follows: \$75 for November 1938 and \$100 a month for the balance of the year; charge to item for Hull, p. 103, fund 3-A. (From W.P.A. \$175 for November 1938 and \$150 a month for the balance of the year.)

Adopted.

4. That the renewal of the gift, \$6,000, from the Elizabeth B. Frasch re-
search fund for 12 months, beginning January 1, 1939, for research in biochemistry
and agricultural bacteriology be accepted. Gift

Adopted.

5. That the memorandum of agreement between the Wisconsin Alumni Research Foundation and the University of Wisconsin, relative to the establishment of an industrial fellowship in poultry husbandry and biochemistry, be accepted, and that the Comptroller be authorized to sign the agreement. (Total of \$2500 made available for twelve month period beginning November 15, 1938.) Gift

Adopted.

- Engineering -

1. That Paul Klieger be appointed student assistant in mechanics from November 1, 1938 to the close of the academic year, 1938-39; salary at the rate of \$30 a month (total not to exceed \$240); charge to National Concrete Masonry Association fund, 15B.

Adopted.

- Education -

1. That the cooperative arrangement between the School of Education and the Wisconsin Board of Vocational Education be continued for the academic year 1938-39 whereby Ruth A. Henderson, assistant professor in the teaching of home economics, offers the course in the teaching of home economics in the part-time school and rural vocational centers, with no change in her total salary for the year 1938-39, to be charged as follows: \$1,400 to department of educational methods, \$1,500 to Wisconsin High School, and \$250 to Wisconsin State Board of Vocational Education, pp. 60 and 63, fund 1A.

Adopted.

2. That the teaching schedule of Calla A. Guyles, assistant professor in the teaching of Latin at the Wisconsin High School, be reduced during the period November 7 to December 16, 1938; and that her salary be reduced by \$168; provided in the budget, p. 64, fund 1-A.

Adopted.

3. That Gerald W. Vaughan be appointed substitute teacher of Latin in Wisconsin High School for the period November 7 to December 16, 1938; salary \$168 for the period; charge to balance on salary of Calla A. Guyles, p. 64, fund 1-A.

Adopted.

- Research -

1. That the grant of \$400 from the American Philosophical Society for research in physics, under the supervision of R. G. Herb, be accepted. *Gift*

Adopted.

2. That B. Primrose Watters be appointed graduate assistant to the managing editor of the University Press from October 10, 1938 to the close of the academic year 1938-39; salary \$500 for the period; charge to item for assistants, p. 23, fund 1A.

Adopted.

3. That Mary L. Petermann be appointed research assistant in chemistry for the 2nd semester of 1938-39; salary \$300 for the semester; charge to allotment RF 38:284.

Adopted.

4. That Thekla Klatt be appointed research assistant in medicine (part-time) for 8 months, beginning November 4, 1938; salary \$320 for the period; charge to allotment RF 38:299.

Adopted.

5. That the resignation of Kostis T. Argoe, research assistant in sociology and anthropology, be accepted; to take effect October 15, 1938. (38:03)

Adopted.

6. That Thomas Silverberg be appointed research assistant in sociology and anthropology, for 8 months, beginning November 4, 1938; salary \$480 for the period; in place of Kostis T. Argoe, resigned, allotment 38:03.

Adopted.

7. That the renewal of the memorandum of agreement between Chappel Brothers, Inc. and the University of Wisconsin, relative to the continuation of an industrial fellowship in zoology, be approved, and that the Comptroller be authorized to sign the agreement. (\$720 to be paid on or before November 1, 1938)

Adopted. *Gift*

8. That Roy Hertz be reappointed Chappel Brothers fellow in zoology for nine months, beginning November 1, 1938; salary \$540 for the period; charge to Chappel Brothers, Inc., grant, fund 15B.

Fellow
X

Adopted.

- Fellows and Scholars -

R 1. That the resignation of F. Gordon Smith, Wisconsin Alumni Research scholar in geology, be accepted; to take effect November 4, 1938.

(Scholar)

Adopted.

2. That Ralph J. Havens be appointed Corning Glass Works fellow for 12 months, beginning September 26, 1938; salary \$1400 for the period; charge to Corning Glass Works grant, fund 15B. (10% laboratory deduction not to apply.)

Fellow
X

Adopted.

- Extension -

1. That J. J. McDonald be appointed to teach an evening class in Madison in C.P.A. review, 3 meetings, beginning September 23, 1938; salary \$50 for the class; charge to additional instruction, class instruction, and receipts from class, p. 209, fund 2-A.

Adopted.

2. That the appointments of the following instructors be changed to begin on September 14, 1938 instead of September 19, 1938; and that they receive the amounts indicated below for the additional services rendered; charge to additional instruction, Milwaukee Center, p. 211, fund 2-AB:

Earl Amott, chemistry, \$32.73
David Clark Sheldon, English, \$34.55

Adopted.

3. That the appointments of the following instructors be changed to begin on September 14, 1938 instead of September 19, 1938; and that they receive the amount indicated below for the additional services rendered; charge to additional instruction, class instruction, p. 209, fund 2-A:

James Duff, English, \$34.55
Nels M. Bailkey, history, \$13.81 (2/5 time).

Adopted.

Upon motion of Regent Wilkie, seconded by Regent Gates, it was VOTED, That the University band be urged to go to Milwaukee on December 7, 1938, the day of the Wisconsin Alumni meeting, with the understanding that

transportation and food will be furnished by the Milwaukee Committee.

Upon motion duly made and seconded, it was

VOTED to waive the technical irregularity in the bid of O. T. Havey for electrical work on the addition to the Agricultural Chemistry Building. ✓ Mr. Havey presented a signed contract and an executed performance bond in lieu of a certified check, cash, government bond, or a bid bond for a bid on this project.

Upon motion duly made and seconded, it was

VOTED, To concur in the following resolution of the Wisconsin University Building Corporation:

WHEREAS the Wisconsin University Building Corporation of the County of Dane and State of Wisconsin, pursuant to an advertisement for bids on the construction of the proposed addition to the Agricultural Chemistry Building and equipment and alteration in the present Agricultural Chemistry Building herebefore published on the 27th day of October, 1938, the 3rd day of November, 1938, and the 10th day of November, 1938, did on the 18th day of November, 1938, at three o'clock, P.M., at its office in the City of Madison, Wisconsin, receive bids for the construction of an addition to the Agricultural Chemistry Building and equipment and alterations in the present Agricultural Chemistry Building, which said bids were taken under advisement by the Wisconsin University Building Corporation; and

WHEREAS the base bid of George Nelson & Son, Madison, Wisconsin, for general construction is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of C. A. Hooper Company, Madison, Wisconsin, for plumbing work is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of C. A. Hooper Company, Madison, Wisconsin, for heating and ventilating work is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of O. T. Havey, Madison, Wisconsin, for electrical work is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of F. Rosenberg Elevator Company, Milwaukee, Wisconsin, for elevators is the lowest bid submitted by any responsible bidder; and

WHEREAS the base bid of the Kewaunee Manufacturing Company, Kewaunee, Wisconsin, for furniture and equipment is the lowest bid submitted by any responsible bidder;

GENERAL CONSTRUCTION

George Nelson & Son \$102,930

PLUMBING

C. A. Hooper Company 11,640

HEATING AND VENTILATING

C. A. Hooper Company 21,825

ELECTRICAL WORK

O. T. Havey 14,980

(Continued)

ELEVATORS

F. Rosenberg Elevator Co. \$ 8,303.00

FURNITURE AND EQUIPMENT

Kewaunee Manufacturing Co. 50,349.53

Total of Contracts awarded \$210,027.53

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Refrigeration and air conditioning work
Contract award held in abeyance 7,736.00

Preliminary Expense 1,000.00

Architectural and Engineering Services 16,000.00

Interest during construction 5,000.00

\$239,763.53

Available for contingencies 45,690.47

Total \$285,454.00

Funds available, government grant
maximum 128,454.00

Sponsor's Fund 157,000.00

285,454.00

NOW, THEREFORE,

BE IT RESOLVED BY THE WISCONSIN UNIVERSITY BUILDING CORPORATION:

That the contract for General Construction in the amount of \$102,930
be awarded to George Nelson & Son.

That the contract for Plumbing Work in the amount of \$11,640 be awarded
to C. A. Hooper Company.

That the contract for Heating and Ventilating in the amount of \$21,825
be awarded to C. A. Hooper Company.

That the contract for Electrical Work in the amount of \$14,980 be
awarded to O. T. Havey.

That the contract for Elevators in the amount of \$8,303 be awarded the
F. Rosenberg Elevator Company.

(Continued)

That the contract for Furniture and Equipment in the amount of \$50,349.53 be awarded to the Kewaunee Manufacturing Company.

That these awards shall not be effective until the awardees have been notified in writing by the President of the Wisconsin University Building Corporation of the award of the pertinent contract.

Upon recommendation of the Secretary, it was VOTED, That the interest rate on the balance of the loan of the Lake Corporation of \$14,000 be reduced to 4% semi-annually, effective January 1, 1939.

Upon recommendation of the President, it was VOTED, That an appropriation of \$60.00 be made from Regents' Unassigned for janitor service two nights per week during the next three or four months at the Wisconsin High School gymnasium during the practice of the CCC team.

Upon recommendation of the Comptroller, it was VOTED, That \$408.00 be transferred from Regents' Unassigned, 1D, to Physical Plant Light & Power, for the replacement of a transformer.
(Confirming verbal approval.)

The meeting

A D J O U R N E D.

H. E. McCaffrey,

Secretary