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Minutes of the meeting of the Executive Committee of the Board of Regents of the University of Wisconsin: June 14, 1930 and June 20, 1930. 1930

Madison, Wisconsin: Board of Regents of the University of Wisconsin System, 1930

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MEETING OF THE EXECUTIVE COMMITTEE

Madison, Wisconsin

Saturday, June 14, 1930

and June 20, "

PRESENT: Regents Butler, Callahan, and Richardson; President Frank, Business Manager Phillips.

①

RECOMMENDATIONS OF THE BUSINESS MANAGER

1. That the plans and specifications for the storage battery room and equipment, Sterling Hall, be approved, and that authority be granted to advertise for bids.

Adopted.

2. That upon the recommendation of Mr. Holt, the following institutions be granted refunds on account of gifts to cover the cost of psychological tests of seniors of Wisconsin high schools class of 1930:

Lawrence College	\$68.20
Carroll College	59.70
Ripon College	46.35
Milwaukee-Downer College	30.00
Northland College	8.25
Beloit College	66.15
Milton College	12.75

(The per capita cost was estimated at 75¢ when the gifts were made. The actual cost was 30¢.)

Adopted.

3. That upon the recommendation of Mr. Halverson, the resignation of Mrs. Lillian Otto Fried, Assistant Director of Dormitories and Commons, be accepted, effective September 10, 1930.

Adopted.

4. That upon the recommendation of Secretary McCaffrey, the repairs on the Torger G. Thompson farms recommended by Mr. Rudolph Kundert in his memorandum dated June 10, 1930 be authorized. (Charge to Torger G. Thompson Estate.) (copy on file)

Adopted.

5. ✓ That the following transfers be made in the budget of Administration and General, 20.41 (1)(A) Operation:

\$500 from Unassigned Salaries & Wages to Office Supplies
500 from Unassigned Salaries & Wages to Travel
500 from Purchasing Dept. Salaries & Wages to Equipment Repairs.

Adopted.

6. ✓ That upon the recommendation of Dean Snell, \$458.15 be transferred from savings in salaries, Milwaukee Center to Additional Instruction, Milwaukee Center, 20.41 (2)(A)(R) University Extension Revolving.

Adopted.

7. ✓ That upon the recommendation of Mr. Halverson, \$250 be transferred from Lectures, Concerts, and Convocations to Machinery and Tools in the 20.41 (5)(D) Wisconsin Union budget.

Adopted.

8. ✓ That upon the recommendation of Dr. Kremers, the following transfers be made in the 20.41 (4)(A) budget of the Pharmaceutical Experiment Station:

From Salaries and Wages	\$383.25
To Printing and Publishing	250.25
Feeds	1.00
Equipment Repairs	25.00
Insurance	3.00
General Supplies	104.00

Adopted.

9. That upon the recommendation of Dean Russell, the 1930-31 salary of Mrs. Ella Francis, Senior Clerk Stenographer in the Department of Animal Husbandry, be increased from \$1,560 to \$1,620. Increase of \$60.00 chargeable to \$860 item for Junior Clerk Stenographer, page 76 of the budget of the department.

Adopted.

10. That upon the recommendation of Dr. Buerki, the following salary increases in the budget of the Hospital, 20.41 (10)(A) Hospital Revolving Fund, be approved:

Helen Kraege, Jr. Clerk, Hosp. Adm. from \$960 to \$1,020.
Increase of \$60 chargeable to Hosp. Adm.,
extra labor.

(Cont.)

John Mullen, Asst. Tech. Hosp. Laboratories from \$1,200 to \$1,260. Increase of \$60 chargeable to Hosp. Laboratories, extra help.

Adopted.

11. ✓ That \$500 be transferred from Physical Plant, Equipment Repairs, fund 20.41 (1)(A) to Physical Education, Women, Equipment Repairs, fund 20.41 (1)(A). (To take care of Lathrop Furniture.)
Adopted.

12. ✓ That upon the recommendation of Mr. Halverson, \$5,000 be transferred from Furniture Additional to Heat and Water in the budget of the Department of Dormitories and Commons, fund 20.41 (5)(A) Revolving Fund.
Adopted.

13. ✓ That upon the recommendation of Dean Turneure, \$315 be transferred from Regents' Unassigned 20.41 (1)(A) Operation to the College of Engineering, Printing and Publishing. (Non-continuing)
Adopted.

14. ✓ That upon the recommendation of Dean Sellery, the following transfers be made in the budget of the College of Letters and Science:

From - 20.41 (1)(A) Operation

Rent	\$200
General Supplies	300
Equipment Repairs	200
Postage	300
Printing & Publishing	<u>750</u>
Total	\$1,750

To - - 20.41 (1)(A) Operation

L. C. & C.	\$250
Travel	120
Chemicals	80
Telephones & Telegrams	550
Office Supplies	<u>750</u>
Total	\$1,750

From Apparatus, Addl. \$2,200, 20.41 (1)(D) Capital
To Books, Addl. 2,000, " " " "
To Photos. & Lant. Slides Addl. \$200, 20.41 (1)(D) Capital
Adopted.

15. ✓ That upon the recommendation of Mr. Lane, \$850 be transferred from Apparatus, Addl. to General Supplies in the 20.41 (5)(E) University Theater Revolving Fund budget.
Adopted.

16. ✓ That upon the recommendation of Professor Stebbins, \$150 be transferred from Salaries and Wages extra help to equipment repairs in the 20.41 (1)(A) budget of Washburn Observatory.
Adopted.

17. ✓ That upon the recommendation of Director Mills, the following transfers be made in the 20.41 (1)(A) budget of the School of Music:

From Salaries & Wages Savings in staff positions	\$625
To Lectures, Concerts, & Convocations	425
To General Supplies	125
To Rent	75

Adopted.

18. ✓ That upon the recommendation of Dr. Buerki, the following transfers in the 20.41 (10)(A) Revolving Fund budget of the Hospital and Infirmary be approved:

Infirmary

\$ 108.30	from Salaries & Wages	to Postage
20.00	" " " "	" Telephones & Telegrams
1,000.00	" " " "	" Chemicals
650.00	" " " "	" Equipment Repairs
80.00	" " " "	" Heat & Water
257.00	" " " "	" Machinery & Tools, Addl.

Hospital

950.00 from General Supplies to Maintenance
Adopted.

19. ✓ That upon the recommendation of Dean Russell, the following transfers in the budget of the College of Agriculture be approved:

20.41 (1)(A) Operation

\$200	from Horticulture labor	to Bacteriology labor
100	" Hill Farms labor	to Animal Husbandry labor
100	" " " "	" University Farms labor
50	" Agr.Economics salaries	to Agr.Library labor
50	" " " "	" Poultry labor

(Cont.)

✓
 \$ 17.32 from Agr.Economics salaries to Soils labor
 517.77 " " Admin.salaries to Agr.Admin.labor
 20.00 " " Chem. " " Agr.Chem.labor
 50.00 " " Engr.labor to Agr.Chem.labor
 25.50 " " " " " Veterinary Science labor
 175.00 " Postage to Office Supplies
 175.00 " Agr.Econ.labor to Travel

20.41 (1)(D) Capital

\$608 from Books Additional to Machinery & Tools Replacements
 Adopted.

20. That upon the recommendation of Mr. Bergstresser, \$150 be transferred from salaries to part time help in the 20.41 (1)(A) Operation budget of the Bureau of Graduate Records and Reference.
 Adopted.

21. That upon the recommendation of Dean Snell, the following transfers be made in the 20.41 (2)(A)(R) Revolving Fund budget, Extension Division:

\$2,000 from Med.Ext.Salaries & Wages-Addl.Instr.to Gen.Supplies
 1,000 from Office Supplies to General Supplies
 280 from Travel to Rent
 35 from Travel to Insurance
 Adopted.

22. That the following amounts be transferred to Physical Plant - Heat and Water, 20.41 (1)(A) Operation:

From Physical Plant, General Supplies	\$1,000
" Physical Plant, Equipment Repairs	1,500
Physical Plant, Light & Power	500
Admin.& Gen., Grad.Records, Sal.& Wages	1,100
" " " ,Purch.Agent, " " "	900
" " " ,Press Bureau, " " "	150
" " " ,Broadcasting, " " "	150
Library, Salaries & Wages	500
Military Science, Salaries & Wages	150
Engineering, Elec.Eng.-Staff Salaries	500
" , Machine Design, Staff Salaries	550
Graduate School, Clerical Salaries & Wages	<u>200</u>
Total	\$7,200

Adopted.

23. That upon the recommendation of Professor Little the following transfers to part time help be made in the budget of Physical Education - Men:

20.41 (1)(A) Operation

\$691.00 from Savings in Staff Salaries & Wages
 21.00 " Office Supplies
 125.00 " Printing & Publishing
 70.00 " Travel
 59.00 " General Supplies
 25.00 " Telephones and Telegrams

20.41 (5)(C) Athletic Council Rev.

43.00 from Savings in Staff Salaries & Wages
 600.00 " Printing & Publishing
 200.00 " Special Grants

(This action replaces the deferred action of the Executive Committee on June 2, 1930.)
 Adopted. *p. 26*

24. That upon the recommendation of Dr. Stovall, the following transfers be made in the 20.41 (14) Hygienic Laboratory budget:

From Salaries and Wages	\$800
To Equipment Repairs	200
General Supplies	400
Chemicals	50
Travel	100
Postage	20
Office Supplies	30

Adopted.

25. That upon the recommendation of Dean Russell, the following transfers in the budget of the College of Agriculture be approved:

20.41 (3)(K) Dairy & Farm Sales - Revolving

\$ 400 from Chemicals
 100 " Insurance
 200 " Postage
400 " Printing & Publishing

\$1,100 to Livestock

and that the following revolving fund budget increases be approved, chargeable to increased receipts:

20.41 (3)(K) Dairy & Farm Sales - \$2,300 to Livestock
 20.41 (3)(HR) State Soils Lab. - 230 to Travel

(Cont.)

and that the following expenditures be approved, chargeable to the balance in the 20.41 (3)(L)(R) Land Clearing Revolving Fund:

✓ Insurance	-	\$ 20.00
Tel. & Telegrams	-	1.00
Adopted.		

26. ✓ That upon the recommendation of Dean Snell, the following transfers be made in the Extension Division budget, 20.41 (2)(A) Operation:

From Postage		\$ 35.11
Printing and Publishing		215.82
Telephones & Telegrams		345.53
Chemicals		8.81
General Supplies		161.72
Rent		37.75
Heat and Water		75.01
Light and Power		117.76
Equipment Repairs		145.58
Salaries Regular		
Mrs. A. Meyers		132.00
Frank Crane		269.00
Howard Troyer		<u>168.00</u>
	Total	\$1,712.09
To Office Supplies		854.03
Travel		844.44
Insurance		<u>13.62</u>
	Total	\$1,712.09

Adopted.

27. ✓ That \$12,000 be added to 20.41 (1)(A) Regents' Unassigned due to increased receipts.
Adopted.

28. ✓ That upon the recommendation of Miss Trilling, \$136.00 be transferred from savings in staff salaries to extra help in the 20.41 (1)(A) budget of the department of Physical Education - Women.
Adopted.

Upon motion of Regent Richardson, seconded by Regent Butler, recommendations of the Business Manager, 1 to 28, inclusive, were approved.

Upon motion of Regent Richardson, seconded by Regent Butler, the following recommendation of the President was adopted:

✓ That the \$1,000 subvention for investigations in Art Appreciation offered by the Carnegie Corporation be accepted. *See also Bd. June no 2/1/30 p.28*

care
✓ Moved by Regent Richardson, seconded by Regent Butler, that in the absence of the Business Manager during the summer of 1930, A. W. Peterson, Assistant to the Business Manager, be authorized to sign and approve requisitions and other documents and papers ordinarily requiring the signature of the Business Manager.

✓ Moved by Regent Richardson, seconded by Regent Butler, that the offer of Zeier Bros. of Madison, Wisconsin, to purchase the building formerly occupied by the branch postoffice at 1214 University Avenue for the sum of \$55.00 and to remove the building from the premises to the foundation level be accepted.

also rejected
✓ Moved by Regent Butler, seconded by Regent Richardson, that all bids submitted for the construction of the sewer to the engineering tract be rejected, and that authority be granted to advertise for new bids.

Upon motion of Regent Butler, seconded by Regent Richardson, "the creation of a trust fund for summer session earnings and death benefits was approved, subject to the approval of the plan by the Director of the Budget. The following is the plan for the operation of the fund:

1. That the amounts now standing to the credit of members of the faculty be transferred, when request is received in writing, to the principal of the university trust funds, to an account to be designated "Summer Session Deposits".

2. That a sufficient sum be kept at all times in the summer session deposit account to meet requests for cash withdrawals.

3. That sums in excess of a sufficient amount to meet cash withdrawals be invested as other Trust Funds are invested and the Income each year be credited to an account to be designated, "Summer Session Income Account for Death Claims".

4. That any faculty member who has cash on deposit for teaching in summer session at time of death be automatically awarded a settlement on the basis of leave on full salary for the period to be determined from the amount of the deposit; i.e., one-fourth year for each six weeks summer session credit on deposit.

(Cont.)

5. That at the close of each future summer session complete pay rolls shall be issued and those who are permitted to deposit their checks upon approval of the Director of Summer Session may endorse the checks and deliver them to the Secretary of the Regents to be turned over to the summer session deposit account.

6. That all interest earned on moneys in the summer session deposit account shall be credited to the Summer Session Income Account for Death Claims, and that no interest is to accrue to any depositor who elects at any time to withdraw in cash the amount on deposit to his credit. "

✓ The Business Manager called attention to the desirability of acquiring the Cape property at 307 North Orchard Street in order that the site may be used for the utilities necessary in connection with the development of the University electrical distribution system. It was understood that consideration would be given to this purchase when the distribution of the \$81,092 remaining in 20.41 (1)(R) is made.

The meeting adjourned until 9 o'clock Friday, June 20.

no J. D. PHILLIPS,

Secretary pro tem

(over)

MADISON, WISCONSIN,

Friday, June 20, 1930, 9 A.M.

The meeting of the executive committee which adjourned on June 14, 1930, to this time, was resumed.

PRESENT: Regents Butler, Callahan, Richardson, Faast; President Frank, Secretary McCaffrey.

✓ Upon recommendation of the Memorial Union Finance Committee the salary of Miss Lee Bacon, hostess, was increased to \$150 per month for ten months, beginning July 1, 1930. Increase charged to Miscellaneous Labor and Contingent.

✓ The matter of the distribution of the balance of \$81,092 in 20.41(1)R was discussed and upon motion of Regent Richardson, seconded by Regent Butler, it was

VOTED, That \$35,000 be made available for buildings for animal research and \$16,000 for the purchase of land in the heating plant block; that the balance of \$30,092 be made available for such needs as may develop, as determined by the executive committee.

The meeting

A D J O U R N E D.

Wald, Chas. J. 5,000
Cape Property 11,000
16,000
M. E. Mee

~~M. E. McCaffrey,~~

Secretary