

Minutes of the regular meeting of the Board of Regents of the University of Wisconsin: May 11, 1940. 1940

Madison, Wisconsin: Board of Regents of the University of
Wisconsin System, 1940

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REGULAR MEETING OF THE BOARD OF REGENTS

Madison, Wisconsin

Saturday, May 11, 1940, 9 A.M.

President Glover presiding

PRESENT: Regents Callahan, Cleary, Ekern, Glover, Hodgkins, Holmes, Kleczka, Sensenbrenner, Vergeront, Werner.

All Regents present.

Upon motion of Regent Cleary, seconded by Regent Hodgkins, it was VOTED, That the minutes of the last meeting of the Board held on March 9, 1940, be approved as sent out to the Regents.

President Dykstra referred to the actions which he had taken since the last meeting of the Board and which were sent to the Regents with his communication of May 2, 1940. Upon motion of Regent Holmes, seconded by Regent Sensenbrenner, it was

VOTED, That these actions taken by the President be approved and that the list be appended to and made a part of the minutes of this meeting.

Budget
File
The budget for 1940-41 was then taken up for consideration. President Dykstra read a statement, copy attached, regarding the principles and policies followed by the President in determining proposed budget allotments, and called attention to the major differences in the budget for next year compared with that for the current year. Copies of the budget, budget analysis, and lists of salary adjustments were distributed to the Regents. Budgeted revenues are \$3,583,140 from the State (which is \$131,520 less than originally provided by the State for 1939-40), \$741,731 from the Federal Government, and \$5,183,707 from direct University receipts, or a total of \$9,508,578 from all sources. Regents' Unassigned items included in the budget are as follows: \$54,024 in 1-E, including \$30,000 Library reserve; and \$22,172 in 1-D.

Budget
Unassigned
Regent Sensenbrenner, Chairman of the Finance Committee, asked the Secretary to read the minutes of the Finance Committee held May 4, 1940. (Copy attached.) *last sheet.*

Regent Ekern moved, with second by Regent Kleczka, that the budget as

presented be approved with the understanding that it does not preclude the request for additional funds from the Emergency Board. A called vote was taken, all Regents present voting and voting "Aye".

Upon motion of Regent Cleary, seconded by Regent Hodgkins, it was VOTED, That the Comptroller be authorized to present to the Emergency Board the rate adjustments in the civil service staff included in the budget for 1940-41. *employees salaries*

The President presented the University WPA projects for 1940-41, exclusive of stadium and athletic fields project, and presented the following recommendation:

That the Emergency Board be requested to appropriate up to \$69,600, as needed, to purchase materials, supplies and equipment for WPA projects sponsored by the University. (Inasmuch as the employees on these projects are taken largely from the relief rolls, this appropriation is in essence a relief appropriation. The State's relief contribution for the 855 employees provided, therefore, if a total of \$69,600 is made available, is only \$81.40 per person per year.

Upon motion of Regent Werner, seconded by Regent Callahan, the recommendation was adopted.

RECOMMENDATIONS OF THE PRESIDENT

- Comptroller -

1. That upon the recommendation of the State Architect the contract for the construction of a greenhouse for the College of Agriculture be awarded to the Ickes-Braun Greenhouse Manufacturing Company of Chicago, Illinois, the low bidder, for the sum of \$1,500, chargeable to the appropriation made by section 20.41(3)(t) Potato Investigations, (Confirming approval by the Executive Committee.) (Schedule of bids on file.); and that the Comptroller be authorized to sign the contract.

Adopted

2. That upon the recommendation of Dean Holt the 2AB University Extension revolving fund budget for 1939-40 be increased by \$20,000 to be distributed as follows:

Correspondence Study Additional Instruction	\$200
Class Instruction Additional Instruction	3,800
Milwaukee Center Additional Instruction	600
Temporary Clerks and Senographers	1,000
Business Items	14,400
Total	<u>\$20,000</u>

(Confirming approval by the Executive Committee)

Adopted.

3. That the 3K Dairy and Farm Sales Revolving Fund Supplies and Expense budget be increased \$19,735.00 on account of increased Dairy Plant business during the fiscal year, 1939-40. *Ag - bud -*

Adopted.

4. That the request of the United States of America to extend the agreement with the University for the continuation of a CCC camp at the Arboretum for a period of four years commencing August 8, 1940 and ending August 7, 1944 be approved.

Adopted.

5. That upon the recommendation of Mr. Halverson authority be requested of the Governor to purchase a one-ton metro body truck for the Department of Dormitories and Commons at an estimated cost of \$1,400 chargeable to the 5-A Dormitories and Commons revolving fund.

Adopted.

Upon motion of Regent Sensenbrenner, seconded by Regent Callahan, recommendations 1 to 5 under Comptroller were adopted.

At this point Dean Middleton appeared before the Board to discuss the matter of acquiring the private library of the late William Snow Miller and stated that the library could be purchased for \$15,000, payable \$7,500 in cash and \$7,500 over a period of five years. Upon motion of Regent Werner, seconded by Regent Cleary, it was

VOTED, That the matter be referred to the President and the Executive Committee with power to act.

- Fees -

1. That the rule relating to fees charged graduate students (Regents, March 3, 1938) be amended as follows: *research -*

Fellows and scholars are exempt from the non-resident tuition

fee and from laboratory fees in courses taken either in the department in which they hold appointments or in the department in which they major;

(It is understood that exceptions to this rule are to be dealt with as individual cases.)

Adopted.

Upon motion of Regent Sensenbrenner, seconded by Regent Ekern, recommendation No. 1 under Fees was adopted.

- Education -

1. That the appointment of John Guy Fowlkes, professor of education, be reduced from full time to one-third time for the period April 22 to June 17, 1940; and that his salary be reduced accordingly to \$696.96 for the period, p. 61, fund 1A(I).

Adopted.

- Agriculture -

1. That Ira L. Baldwin, assistant dean of the college of agriculture and professor of agricultural bacteriology, be granted leave of absence from March 25 to April 13, 1940, without pay. *Leave*

Adopted.

2. That a Frozen Food Locker Operators Institute, April 30, May 1, 1940, be approved; and that a registration fee of \$1.00 per person be charged and credited to Regents' Unassigned 1-E; and that the cost of the Institute, not to exceed the amount of fees collected, be charged to Regents' Unassigned 1-E.

Adopted. *Agr. courses -*

3. That the agreement between the University of Wisconsin and Mr. R. A. Isom covering a lease by the University of approximately 6½ acres of land owned by the Isom family be approved; and that the Comptroller be authorized to sign the agreement. *Contract No 112*

Adopted.

4. That the agreement between the University of Wisconsin and MacLean Brothers covering a lease by the University of twenty acres of land be approved; and that the Comptroller be authorized to sign the agreement.

Adopted. *Contract No 111*

5. That authority be granted to ~~lease~~ lease 15 acres of land near the La Crosse Erosion Experiment Station at an annual rental of not to exceed \$30.00, this amount to be paid from the farm receipts, and that the Comptroller be authorized to sign the agreement.

Adopted,

Upon motion of Regent Cleary, seconded by Regent Vergeront, the recommendations listed under Education and Agriculture were adopted.

- Gifts and Grants -

1. That the following gifts and grants be approved:

\$2,500 - Carnegie Corporation for researches in English under the direction of Dr. John S. Kenyon, research associate.

X 1,700 - American Potash Institute, renewal of industrial research fellowship in soils, for twelve months, beginning March 1, 1940. (Formerly Boron Agricultural Association)

X 600 - Menomonie Sugar Company and the Superior Sugar Refining Company, industrial fellowship in agronomy, plant pathology and soils, for research on sugar beets for the balance of the calendar year 1940.

1,500 - National Tuberculosis Association, continuation and increase (\$500) of grant for tuberculosis studies carried on by Drs. Stiehm, McCarter and Lundgren.

300 - Hurley X-Ray Company, Milwaukee, equipment for research in physics.

100 - Wisconsin Cranberry Sales Company, Wisconsin Rapids, for travel in connection with the survey of cranberry cultural problems carried on by Professor R. H. Roberts.

X 1,200 - Eli Lilly & Company, Indianapolis, Indiana, for industrial fellowship in biochemistry under the direction of Dr. Elvehjem, from May 1, 1940 to April 30, 1941.

X 9,000 - International Cancer Research Foundation, for continuation of research studies in plant pathology under the direction of Professor A. J. Riker; to be paid at the rate of \$3,000 a year, in monthly installments of \$250 each from September 1, 1940 to August 1, 1943.

302 - Alumnae Benefit Committee (Mrs. A. W. Schorger, chairman) contribution to furniture fund for the lounge of the new women's dormitories. *donations*

- See resolution on file with papers of this mtg.*
- Also see correspondence on file*
- Letter on file*
- X 200 - Central Wisconsin Canneries, for four scholarships of \$50 each for students in the 1940-41 Farm Short Course. *donations*
 - X 500 - U. W. Alumni Club, Washington, D. C., scholarship fund. *donations*
 - X 3,000 - Mrs. George E. Frazer, Winnetka, Illinois, for scholarship, male student who has completed at least one year's work and residence at the University. *donations*
 - 1,000 - Mrs. Rose Schuster Taylor, Berkeley, California, for student loan fund. (Reported to the Executive Committee, March 16, 1940.) *donations*
 - X 500 - Arthur Andersen, Chicago, for graduate fellowship in the Scandinavian Department. *donations*
 - X 500 - Oscar Hennebohm, Madison, Wisconsin, for five scholarships, \$100 each, for needy students, with the understanding that among these there be one pharmacy and one agricultural student. *donations*
 - X 1,000 - William J. Hagenah, Chicago, for Law School scholarships. *donations*
 - 1,000 - Anonymous donor, for (Law School) scholarships. *donations*
 - X 500 - Evaporated Milk Association, Chicago, for industrial fellowship in biochemistry, under the direction of Professor E. B. Hart, for the period July 1, 1940 to June 30, 1941.
 - X 100 - President Dykstra, President's Scholarship Fund. *donations*
 - X 1.50 - Robert Foss credited to Alumni Scholarship Fund. *donations*
 - X 263.02 - Students Organizations--Donation from Student Community Chest (1939) for four scholarships in 1940-41.

Adopted.

Upon motion of Regent Callahan, seconded by Regent Cleary, recommendation No. 1 under Gifts and Grants was adopted.

- Administration and General -

1. That the following action of the faculty be approved:

That the degree Master of Philosophy in Commerce be approved to correspond with the present designation of Master of Arts in Commerce.

Adopted.

2. That the President and Comptroller be authorized to transfer funds where necessary and desirable and make the necessary budget adjustments to close the University accounts for the current fiscal year including authority to make transfers of necessary funds from Regents' Unassigned.

Adopted.

Upon motion of Regent Sensenbrenner, seconded by Regent Cleary, recommendations 1 and 2 under Administration and General were adopted.

- Degrees -

1. That in accordance with the certification of the Registrar degrees be granted as shown in EXHIBIT A, copy of which is on file.

Adopted.

Upon motion of Regent Shern, seconded by Regent Callahan, recommendation No. 1 under Degrees was adopted.

Upon motion of Regent Werner, seconded by Regent Callahan, it was VOTED, That all recommendations presented at this meeting by the President be approved. (See also list of recommendations attached.)
(This action was taken to cover any recommendations which might have been inadvertently overlooked.)

The Secretary presented the will of Ferné Ryan Evans, deceased wife of Judge Evan A. Evans. Upon motion of Regent Holmes, seconded by Regent Hodgkins, it was

VOTED, That the bequest to the University as set up in this will be accepted and that the Secretary be authorized to receipt for it in behalf of the Regents. *donations*

Gifts
Upon recommendation of the Secretary, and upon motion of Regent Sensenbrenner, seconded by Regent Holmes, it was

VOTED, That the bequest to the University in the will of the late F. L. Musbach of Marshfield, Wisconsin, be accepted in accordance with the terms of the will and that the Secretary be authorized to accept and receipt for the Regents. *donations*

The Secretary reported upon a tentative offer of \$9.00 or \$90.00 per bond for the Waterloo, Cedar Falls and Northern Railway Company First Mortgage Bonds held by the Regents in the Tripp Estate. Upon motion of Regent Holmes, seconded by Regent Sensenbrenner, it was

VOTED, That the Secretary be authorized to sell the bonds for \$450.00 or more and that the following resolution be adopted:

Letter on file

RESOLVED, That the certificate of deposit for \$5,000 Waterloo, Cedar Falls and Northern Railway Company First Mortgage Bonds be sold and that A. J. Glover, President, and M. E. McCaffrey, Secretary, are hereby authorized and empowered to sell the said certificate, and for that purpose to sign, seal, execute and deliver powers of attorney or other instruments necessary for the purpose of effecting the transfer of the said certificate on the books of the Depository.

The Secretary presented a request of the Town of Oula, Bayfield County, for an easement of one-half rod for a distance of one-fourth mile, Farnaday Farm, starting at the Southwest corner of the Southwest quarter of the Southeast quarter of Section 26, Township 48 North, Range 9 West, Bayfield County, for widening of the road. Upon motion of Regent Hodgkins, seconded by Regent Callahan, it was

VOTED, That the easement be granted with the understanding that the Town Board will pay the tenant for the cost of moving the fence.

President Dykstra brought up the case of Paul H. Sheats, Assistant Professor of Education, and recommended an increase in salary from \$3500 to \$4000, effective July 1, 1940, increase of \$500 to be charged to Regents' Unassigned, 1940-41 budget. Upon motion of Regent Sensenbrenner, seconded by Regent Hodgkins, the recommendation was approved.

President Dykstra brought up the matter of remodeling and replacements in the Wisconsin High School building. Upon motion of Regent Callahan, seconded by Regent Kleczka, it was

VOTED, That the President be authorized to arrange for the proposed changes at an estimated cost of from \$20,000 to \$25,000, chargeable to 21.41 (1)D, and that he be authorized to take up with the Governor the matter of signing the contract.

President Dykstra brought up the matter of salary increases for supervising teachers in the Wisconsin High School to cover the amount expended by them for transportation. Upon motion of Regent Sensenbrenner, seconded by Regent Werner, it was

Letter on file

VOTED, That the salaries of the following members of the staff be

increased by the amount indicated for the month of June 1940, the increases to be charged to the budget of the School of Education:

Bassett, Gladys B.	\$ 30.00
Borchers, Gladys L.	10.00
Clark, Margaret O.	25.00
Cronin, Katherine L.	45.00
Denniston, Helen D.	15.00
Hoard, Marjorie J.	30.00
Johnson, Ruth M.	10.00
Low, Camilla H.	15.00
Total	\$180.00

Upon motion of Regent Werner, seconded by Regent Callahan, it was VOTED, That, with the approval of the State Annuity and Investment Board, the Wisconsin University Building Corporation be authorized to borrow the balance of funds available on the mortgages for the new men's dormitories, estimated at \$40,000, and to use such part of these funds as may be necessary to supplement the schedule of costs for the construction and equipping of the new women's dormitories.

(Note - the present schedule of costs for the women's dormitories totals \$870,883. Items yet to be provided include rubber base boards at an estimated cost of \$3,500, miscellaneous furniture and equipment at an estimated cost of \$28,500, and landscaping at an estimated cost of \$6,575, or a total of \$38,575. There is a contingent item of about \$6000 in the present schedule of costs, and it is estimated, therefore, that not more than \$30,000 to \$32,000 will be needed to complete the project. These funds are available in the mortgage provided for the men's dormitories, and inasmuch as the amortization of both mortgages is an obligation of the Dormitories and Commons 5-A revolving fund, it appears to be desirable to finance the additional work in the way proposed rather than increase the specific mortgage on the women's dormitory and decrease the one on the men's dormitory. This procedure does not increase the annual rental payment of \$61,534.33 required in the present lease agreements covering the new dormitory units.)

The President reported that a rate of \$395.00 would be charged for room and board in Elizabeth Waters Hall for 1940-41 and presented the following schedule of rates for the 1940 Summer Session:

Rates - Rooms

For Women:

Single Rooms	\$15.00
Double Rooms	11.00

Rates - Rooms

For Men:

Single Rooms	\$17.00
Double Rooms	13.00
Double Rooms, Mack House	15.00

Rates - Board

In units except Kronshage	40.00
Kronshage Hall	37.00

Upon recommendation of the President, and upon motion of Regent Werner, seconded by Regent Vergeront, it was

VOTED, That the President of the Regents appoint a committee of three Regents to serve as a Constructional Development Committee; that this Committee be authorized and empowered to act for the Board of Regents in selecting sites for new buildings on the campus, in approving building plans, and in approving locations and extent of general campus improvements. (It is understood the President of the University will appoint a committee to include the State Architect, Superintendent of Buildings and Grounds, Comptroller, and such others as may be necessary to cooperate with the Constructional Development Committee. All previous committees appointed for this purpose are abolished by this action.) *Eckert, Werner & Hodgkins*

see correspondence

President Dykstra presented the case of Leroy Holzworth, minor, who is suing for damages through his guardian. Upon motion of Regent Kleczka, seconded by Regent Hodgkins, it was

VOTED, That in accordance with the provisions of section 14.53 (1) of the Wisconsin Statutes, the Governor be requested to authorize the Attorney General to represent the Regents of the University of Wisconsin in the matter of Leroy Holzworth, a minor, by William J. Brown, guardian ad litem, and Janette Holzworth, plaintiffs vs. the State of Wisconsin and the Regents of the University of Wisconsin, defendants.

President Dykstra presented a form of lease and option for 36.7 acres of land (Parsons tract) adjoining the South Hill Farm. Upon motion of Regent Werner, seconded by Regent Vergeront, it was

VOTED, That the lease and option be approved and that the Comptroller be authorized to sign the contract. (Rental to be charged to fund 3-F.)

(36.7 acres at \$10.00 per acre per crop season, or \$367.00, payable semi-annually on the first day of March and September, with the understanding that for the 1940 crop season the first rental payment will be due June first instead of March first and only 33.6 acres will be covered by the lease at a total rental of \$336.00) *Contract No 110 - transferred to Read No 161*

Aggr. budget -

The following report on the award of construction and equipment contracts by the Wisconsin University Building Corporation was presented by the Comptroller:

Agri Chem
PWA Docket Wis. 1493-F (Bio-chemistry Addition)

Refrigerators
Al Meinke, Madison, Wis. \$ 550.00

Centrifuges, Balances, Presses, Pumps and Ovens
Central Scientific Company, Chicago, Ill. 1,550.10

Animal Cages
Trachte Brothers Company, Madison, Wis. 4,740.00

PWA Docket Wis. 1501-F (Men's Dormitories, Kitchen and Office)

Acoustical Treatment
Home Insulation of Madison, Inc., Madison, Wis. 1,840.00

PWA Docket Wis. 1502-F (Women's Dormitory)

Sound Distribution and Signalling Systems
Capital Electric Company, Madison, Wis. 20,960.00
(\$4,433 chargeable to Dormitories and Commons)

Carpets, rug pads, bed pillows, mirrors, wardrobe
draperies, etc.
Peterson-Loeffler Company, Milwaukee, Wis. 13,260.00

Upholstered Furniture, Wood Furniture, and
Miscellaneous Items
Frautschi's Inc., Madison, Wis. 4,657.00

Grading, Paving and Retaining Walls
John R. Cullinane & Son, Inc., Madison, Wis. 13,377.00

Refrigerator Shelving
W. H. Reinecke, Milwaukee, Wis. 495.00

Acoustic Work
Wauwatosa Fuel & Supply Company, Wauwatosa, Wis. 804.00
Edward T. Ver Halen, Inc., Milwaukee Wis. 2,817.00

Yard Lighting
Capital Electric Company, Madison, Wis. 5,237.00

Purchase Orders:

Watchman's Clock and Patrol Stations
Detex Watchclock Corporation, Chicago, Ill. 221.70

Time Clock and Time Card Racks
International Business Machines Corporation,
Milwaukee, Wis. 168.40

PWA Docket Wis. 1529-F (Law Building Addition)

Student Tables, Chairs, Blackboards, etc. Frautschi's, Inc.	\$ 879.61
Pamphlet Files, Sorting Trays, etc. Remington Rand Inc., Buffalo, N. Y.	451.58
Venetian Blinds and Window Shades The Blind Shop, Madison, Wis.	235.13

PWA Docket Wis. 1587-F (Cancer Institute Building)

Aluminum Screens Orange Screen Company, Maplewood, New Jersey	455.00
Furniture and Equipment Frautschi's Inc., Madison, Wis.	3,971.07
Scientific Equipment Central Scientific Company, Chicago, Ill.	3,562.84

Upon motion of Regent Vergeront, seconded by Regent Werner, it was VOTED, That the list of awards be approved.

The Comptroller reported that the lease on the land at the site of the WPA Radio Tower expires on June 11, 1940, and should be renewed. Upon motion of Regent Ekern, seconded by Regent Kleczka, it was VOTED, That this matter be referred to the Executive Committee with power to act.

Upon motion of Regent Callahan, seconded by Regent Vergeront, it was VOTED, That the minutes of the meetings of the Executive Committee held on March 9 and March 16, 1940, as sent out to the Regents, be approved, ratified and confirmed, except at the bottom of Page 2 of the minutes for the meeting held on March 16, 1940, the name of Regent Callahan be substituted for Regent Ekern as second on the motion of Regent Glover and on Page 3 the statement preceding the resolution relating to highways over University grounds be changed to read as follows - Regent Ekern then presented the following resolution as a recommendation to the Board of Regents. The action of the Regents approving these minutes is interpreted to mean approval of the Ekern resolution referred to.

At 12 M the meeting

A D J O U R N E D.

M. E. McCaffrey, Secretary

ACTIONS BY THE PRESIDENT

Since the March 9, 1940 meeting of the Board of Regents

RESIGNATIONS:

1. Vernon C. Turner, senior resident in orthopedics, to take effect May 9, 1940.
2. Dorthie Hopper, junior resident in clinical pathology, to take effect July 1, 1939.
3. Edwin Anderson, junior resident in surgery, to take effect July 1, 1939.
4. Earl L. Stone, assistant in soils, to take effect March 13, 1940.
5. Charles T. Black, assistant in wild life management, to take effect April 1, 1940.
6. Dorothy Deane Miller, assistant in occupational therapy, to take effect September 16, 1939.
7. L. H. Bell, assistant in physical therapy, to take effect March 25, 1940.
8. Bernadine Hagan, assistant in clinical medicine, to take effect April 1, 1940.
9. Franklin Hampton Camperson, graduate assistant in history, to take effect March 25, 1940.
10. Jerome J. Oleson, research assistant in biochemistry, to take effect April 10, 1940.
11. Isabelle Gallagher, research assistant in medicine, to take effect February 1, 1940.
12. Jane Read, research assistant in the hospital laboratories, to take effect May 31, 1940.
13. Donald Loughnan, research assistant (Forest Products Laboratory), to take effect May 4, 1940.
14. Ellen Maine Shuart, technical assistant, University press, to take effect April 1, 1940.
15. Lee Norman Mockrud, student assistant in engineering economics, to take effect January 31, 1940.

RESIGNATIONS (Continued)

16. Kermit C. Berger, industrial fellow in soils, to take effect April 1, 1940.
17. Marion Elizabeth Gunness, graduate non-resident scholar, ✓ to take effect at the beginning of the 2nd semester of 1939-40.
18. Fred Meyer, graduate non-resident scholar, ✓ to take effect at the beginning of the 2nd semester of 1939-40.
19. Glee A. Renick, Ida M. Sivyer scholar, ✓ to take effect at the beginning of the 2nd semester of 1939-40.
20. Irene A. Choles, Ida M. Sivyer scholar, ✓ to take effect at the beginning of the 2nd semester of 1939-40.
21. Clarence P. Christ, William J. Fisk scholar, ✓ to take effect at the beginning of the 2nd semester of 1939-40.
22. Lynn LaMarr Gee, graduate non-resident scholar, ✓ to take effect at the beginning of the 2nd semester of 1939-40.
23. Robert Moll, school scholar, ✓ at Wisconsin High School, to take effect at the beginning of the 2nd semester of 1939-40.
24. The following fieldmen in dairy husbandry, to take effect April 1, 1940:

Leonard Eggleston
Wilfred Huenink
Glenn Richmond
Clarence Rolla.

APPOINTMENTS:

1. W. B. Hesseltine, associate professor of history, to give two lectures on Contemporary International Issues in Madison evening class during the second semester of 1939-40; salary \$20.00.
2. C. V. Easum, associate professor of history, to give two lectures on Contemporary International Issues in Madison evening class during the second semester of 1939-40; salary \$20.00.
3. Robert L. Reynolds, professor of history, to give two lectures on Contemporary International Issues in Madison evening class during the second semester of 1939-40; salary \$20.00.
4. Paul Knaplund, professor of history, to give three lectures on Contemporary International Issues in Madison evening class during the second semester of 1939-40; salary \$30.00.
5. Selig Perlman, professor of economics, to give one lecture on Contemporary International Issues in Madison evening class during the second semester of 1939-40; salary \$10.00.
6. Fred H. Harrington, assistant professor of history, to give two lectures on Contemporary International Issues in Madison evening class during the second semester of 1939-40; salary \$20.00.
7. Russell Louis Moberly, lecturer in education, from April 22 to May 31, 1940 at \$150.
8. John G. McLean, instructor in plant pathology, from April 1 to June 30, 1940, at \$600.
9. Frederick A. Buerki, instructor in speech, to assist with staging Rural Drama Festival and to act as drama critic at county festivals in three counties, January 1 to February 3, 1940, at \$30.00.
10. Selim Maurice Ezban, instructor in French (part-time) for the second semester of 1939-40, at \$1,000.
11. John Michael Sullivan, instructor in French (part-time) for the second semester of 1939-40, at \$350.

APPOINTMENTS (Continued):

12. The following special lecturers in civil engineering; to receive \$15.00 each per lecture:
Albert T. Black, 3 lectures, \$45, March 25, April 22 and 30, 1940
Frank Jenks, 4 lectures, \$60, March 12, 14, 19, and 21, 1940
Daniel W. Mead, 4 lectures, \$60, May 7, 9, 14, and 16, 1940
Marvin B. Rosenberry, 1 lecture, \$15, April 23, 1940
Arthur Simon, 1 lecture and expenses, \$30, March 28, 1940.
Joseph Zapata, 5 lectures, \$75, March 20, 22, and 27, April 1 and May 3, 1940.
13. Ruth K. Harris, substitute teacher in home economics (related art), March 4 to 11, at \$10, and March 26 to April 26, 1940, at \$80.
14. James D. Matheny to teach a course in International Morse Code at Milwaukee Center evening classes, 9 meetings, during the 2nd semester of 1939-40, at \$67.50.
15. Louise B. Burks to teach a course in home planning and decoration in Racine evening classes, 17 meetings, during the 2nd semester of 1939-40, at \$212.50.
16. Robert H. Hanson, assistant county agent for Dunn County, April 22 to June 8, 1940, at \$195.83.
17. Bronislaus V. Slotwinski, assistant county agent for Richland County, February 7 to 29, 1940, at \$59.48.
18. Newell O. Stephenson, assistant county agent for Dunn County, April 1 to June 30, 1940, at \$300.
19. Alice Burhop, county home agent for Ozaukee County, June 1 to September 1, 1940, at \$150.
20. Caroline M. Hubatch, county home demonstration agent for Crawford County, beginning June 1, 1940, at \$1500 per annum, 12 months' basis.
21. John S. Kenyon, research associate in English, academic year 1940-41, at \$2500. (Salary to be paid in five installments of \$500 each during the first semester of 1940-41.)

APPOINTMENTS (Continued)

22. Ernest E. Schwarztrauber, director of the summer school for workers, April 1 to September 1, 1940, at \$1375.
23. Hallie Lou Whitefield Blum, secretary and house manager of the summer school for workers, part time April 1 to June 15, 1940, at \$40 a month, full time June 15 to August 15, 1940, at \$80 a month, total \$260.
24. Alene Seymour Little, technical assistant in the University Press, beginning April 1, 1940, at \$125 a month.
25. Richard Foregger, junior resident in anesthesia, beginning May 1, 1940, at \$25 a month plus room, board and laundry.
26. Marianna Auer, research assistant in plant pathology and chemistry, March 7 to June 20, 1940, at \$209.26.
27. Marion Virginia Darbo, research assistant in anesthesia, beginning April 8, 1940, at \$100 a month.
28. Eleanor G. Bowler, research assistant in the hospital laboratories, beginning May 31, 1940, at \$100 a month.
29. Horace K. Burr, research assistant (Forest Products Laboratory), 3 months, beginning April 1, 1940, at \$55 a month.
30. Philip C. Servais, research assistant (Forest Products Laboratory), 3 months, beginning April 1, 1940, at \$55 a month.
31. Robert A. McCabe, assistant in wildlife management, April 15 to June 15, 1940, at \$100.
32. Harry G. Hendrickson, assistant in agricultural economics, May 1 to June 30, 1940, at \$29.26.
33. Robert Clayton Feather, assistant in physical therapy, beginning March 26, 1940, at \$100 a month.
34. Charles B. Holden, Jr., assistant in agricultural bacteriology (part-time), from April 1 to May 31, 1940, at \$100.
35. Kermit C. Berger, assistant in soils, April 1 to June 30, 1940, at \$375.

APPOINTMENTS (Continued)

36. Karl G. Vogler, assistant in agricultural bacteriology (part-time), April 1 to June 30, 1940, at \$180.
37. Margaret Georgina Landes, graduate assistant in botany (half time), 2nd semester of 1939-40, at \$187.50.
38. Warren W. Rouse, graduate assistant in botany, 2nd semester of 1939-40, at \$375.
39. Rene Blondeau, graduate assistant in botany, 2nd semester of 1939-40, at \$375.
40. Willard Paul Bitters, graduate assistant in botany, 2nd semester of 1939-40, at \$375.
41. Carolyn Mae Clewes, graduate assistant in history, March 26 to June 30, 1940, at \$75.
42. Thomas A. Knowlton, graduate assistant in economics, four months, beginning February 29, 1940, at \$200.
43. Frances Berger, assistant in agricultural economics, from March 11 to June 30, 1940, at \$276.92.
44. Perry Buckner, assistant in genetics, from April 15 to June 30, 1940, at \$300.
45. Vincent I. Hack, assistant in agronomy, from April 1 to 15 and June 1 to 30, 1940, at \$150.
46. Mrs. Mildred K. Krahne, graduate assistant in mathematics, 2nd semester of 1939-40, at \$100.
47. Gerald Aaron Bartell, graduate assistant in speech, 2nd semester of 1939-40, at \$150.
48. Cyril Francis Hager, graduate assistant in speech, 2nd semester of 1939-40, at \$150.
49. William Gardner Harley, graduate assistant in speech, 2nd semester of 1939-40, at \$150.
50. Rex Eugene Robinson, graduate assistant in speech, 2nd semester of 1939-40, at \$150.
51. Ellen Rowe Sorge, graduate assistant in political science, 2nd semester of 1939-40, at \$200.

APPOINTMENTS (Continued)

52. David L. Bobroff, graduate assistant in physics, 2nd semester of 1939-40, at \$300.
53. Robert Davies, graduate assistant in physics, 2nd semester of 1939-40, at \$337.50.
54. Richard J. Rowe, student assistant in cancer, from March 1 to July 1, 1940, at \$60 a month.
55. Richard E. Streu, supply room assistant in pharmacy, 2nd semester of 1939-40, at \$175.
56. Charles Stuckey, reader in mathematics, 2nd semester of 1939-40, at \$100.
57. Conrad Henry Hoeppner, reader in mathematics, 2nd semester of 1939-40, at \$50.
58. Frank Zimar, reader in sociology and anthropology, 2nd semester of 1939-40, salary not to exceed \$50.
59. Robert Davies, reader in mathematics, 2nd semester of 1939-40, at \$50.00.
60. The following persons appointed fieldmen in the department of dairy husbandry for the period April 1 to June 30, 1940, to receive \$10.00 each per month:

Ed. C. Anderson
George W. Andrews
Herman T. Boettcher
Millard C. Bonney
Elwin C. Christianson
Charles W. Clingan
Lloyd Dahl
Herman Delleman
Kendall Carl Dignan
John W. Doherty
Leonard Eggleston
William O. Engaas
Harold E. Evenson
Albert J. Field
Frank Fleischauer
Elmer G. Frey
Carl G. Gall
Merlin B. Gasser

APPOINTMENTS (Continued)

Albert L. Habel
Joseph J. Habel
Melvin Haferbecker
DeWayne C. Hanson
Frank J. Harmacek
Milo L. Hill
Adolph E. Hornig
Wilfred B. Huenink
Arthur J. Hunsader
Morris C. Jensen
Glen S. Johnson
Walter C. Kirchner
Oliver M. Knutson
Byron A. Koch
Albert E. Koplin
Donald C. Kovars
Dwight Lohuis
Olaf J. Lunde
Wilfred H. Michels
Arthur Miller
George A. Molstad
Tom E. Nelson
Harold K. Pearson
Delbert E. Phillips
John D. Phillips
Glen V. Poulter
Franklin Regner
Ben Rehrauer
John A. Reis
Glenn F. Richmond
Clarence P. Rolla
Joseph F. Senneff
Stanley Sherry
Marvin W. Sloop
Keith Solveson
Leo Tennie
Ingar A. Torgerson
Willard G. Voskuil
Wilbur C. Walker
Pete T. Weinsbeim
Cyril J. Westerman
Griffith Williams

61. Elizabeth Gay, Pi Lambda Theta scholar, 2nd semester of 1939-40, stipend \$25.

APPOINTMENTS (Continued)

62. Sturges W. Bailey, William J. Fisk scholar, 2nd semester of 1939-40, stipend \$45.00.
63. The following persons appointed Ida M. Sivyer scholars for the 2nd semester of 1939-40; stipend \$25.00 each:

Joseph R. Filachek
Donald C. Peroutky.

64. Robert W. Bird, Ida M. Sivyer scholar, 2nd semester of 1939-40, stipend \$24.63.
65. Eugene H. Spitzer, pullman loan scholar, February 5 to June 17, 1940; stipend \$250 to be paid in one installment May 8, 1940.
66. Lawrence Kujova, Oscar Mayer and Company agricultural scholar, for the third term of the farm short course, stipend \$35.00. 1939-40.
67. Verna B. Peissig, Christine Margaretha Steenbock scholar, academic year 1940-41, to receive the income from the trust fund.
68. The following persons granted graduate non-resident scholarships for the 2nd semester of 1939-40:

Bonnie Kate Kiser
Ainslie Harris
Myrna Siegendorf.

- y 69. Charles Roberts Russell, Procter and Gamble fellow in chemical engineering for the academic year 1940-41; stipend \$900.

70. Dorothy Donald, honorary scholar, 2nd semester of 1939-40.

- * 71. The following persons appointed Persident Adams fellows in modern history, to receive the income from the trust fund: 1940-41

George Eric Booth, Jr.
William Harold Herrmann.

- | 72. The following persons appointed Mary M. Adams fellows in English for the academic year 1940-41:

Dudley G. Huppler
Constance Lailey.

APPOINTMENTS (Continued)

- X 73. The following persons appointed German house scholars for the academic year 1940-41; stipend \$250 each:

Dorothy Copps
Luise Antonie Lenel.

- X 74. Homer William Schweppe, Henry Gund scholar, for the academic year 1940-41; to receive the interest on \$5,000 trust fund.
- X 75. Daniel Rudolph Crusius, Julius Zehnter fellow, for the academic year 1940-41; to receive the interest on \$10,000 trust fund.
76. Opal L. Hamilton, Chicago Alumnae Association scholar, 2nd semester of 1939-40; stipend \$50.
- X 77. Thomas E. Hogan, Anna Morris Ely scholar, for the academic year 1940-41; stipend \$250.
- X 78. The following persons appointed Charles Kendall Adams fellows in Greek for the academic year 1940-41; to receive the income from the trust fund:

Richard H. Drummond
Thomas Silverberg.

79. The following persons appointed non-resident tuition scholars for the 2nd semester of 1939-40:

Undergraduate

Carmello V. Alba
Robert A. Anderson
Lillian S. Baum
Margaret M. Bird
Barbara E. Caldon
Elizabeth A. DiVall
William B. Eichenberger
Hugo O. Engelmann
Felix E. Geiger
J. Helen Hanford
Edward N. Hogge
Boon W. Kennel
Leah Y. Kovar
Stanley Mehr
David W. Pendleton

Benedict Peter
Bruce P. Roberts
Edith Schreiber
Marvin I. Shapiro
Mary-Ellen Silverstone
Bernard Singer
Emma M. Speich
Benedict Wallas.

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APPOINTMENTS (Continued)

80. The following persons appointed LaVerne Moyes scholars for the second semester of 1939-40; stipend \$25 each:

Robert B. Arnold
Thomas R. Atkins
Clifford N. Bakkom
Frances L. Benn
Paul F. Bronson
Imogene M. Christensen
Frank A. Ecker
John R. Ecker
Arden C. Eichsteadt
Reno H. Forsythe
Robert J. Giesen
Ben D. Goldfien
Robert L. Grilley
Odette M. Hendrickson
Galen M. Hesson
Lester L. Jirucha
Phillip B. Korst
Simon E. Lerner
Anthony H. Lind

Robert J. McNiesh
John L. Mickle, Jr.
Edna L. Monroe
Abner B. P. Nelson
William H. Piper
Frank B. Roberts
Dorothy M. Schloesser
Theodore M. Siegrist
Walter S. Sivley
Donald K. Starr
George J. E. Timm
Bennett H. Tollefson
Phyllis A. Trione
Ione S. Urtubees
Frederick A. Voigt
Carol J. Weeks
Henry J. Winsauer
Louise A. Wood
38 David E. Zellmer.

81. The following persons appointed rehabilitation scholars for the 2nd semester of 1939-40:

Ralph Gunn
Elwood Davis
Joel Fiedelman
Robert Fleury
Joseph Brucker
Emogene Greenough
Nestor Thompson
Donald Neerland
Charles Luce
Wilbert Maass
Albert Miller
William Pollard
Gerald Rabideau
Allen Saunders
Willard Schwenn
Joseph Wilkus
Soren Gray Mickelson
George Card
Robert Cox
Clarence Boncyk

Patricia Byrne
Roland Day
Rosamond Harms
Harold May
Joseph Homan
Reino Perala
Hugo Ranta
Bertha Thrun
J. Kenneth Tjoflat
Marvin Holz
C. Edwin Constance
Chester Meske
William Olson
Evelyn Smith
Josephine Cermak
Henry Szujewski
Paul Bau
Roman Chojnacki
Charles Holden
Donald Davis

APPOINTMENTS (Continued)

Margherita Bonadio
Bernard Milkewitz
Floyd LaFayette
Margaret Mock
Isadore Engles
Robert Densmore
Lawrence Eldred
Harold Shovers
Bert Fredrickson
Charles Heisel

Clifton Hesness
W. J. Higgins
Clifford Hogenson
James Hudson
Herbert Kupperman
B. Jane Nicholson
Rhynold Schraufnagel
Kermit Caves
Richard Trembath
26 Barbara Wootton.

82. The following persons appointed rehabilitation scholars for the 1st semester of 1939-40:

Joseph Brucker in place of Elmer Greicar
Emogene Greenough in place of Robert Homauer
Nestor Thompson in place of Gordon Hydanus
Donald Neerland in place of Ruth Landwehr
Donald Davis in place of Aladdin Paul
Robert Densmore in place of Wildavine Mahoney
Kermit Caves in place of Ivan Silver.

as per
President's of the
(Mr. Bradford)
6/4/40

PROMOTIONS

1. The following persons promoted from senior interne to junior resident, to take effect March 1, 1940:

William Faber
Herbert William Pohle
Si Rogers.

SALARY AND SERVICE ADJUSTMENTS:

1. Nellie Antoinette Wakeman, assistant professor in pharmacy, service increased from half time to full time and salary increased by \$687.00 for the 2nd semester of 1939-40.
2. Cornelius Joseph Everett, Jr., instructor in mathematics, service increased for the period February 19 to March 2, 1940 and salary increased by \$19.64.
3. Laverne J. Imhoff, instructor in charge of recreation at Waupun State Prison, salary increased from \$120 to \$125 a month, beginning February 1, 1940. (Extension Division is reimbursed for the \$5.00 increase by the State Board of Control.)
4. C. Selby Mills, acting assistant chief resident, to receive meals and laundry instead of meals, laundry and lodging as provided in the 1939-40 budget.
5. Fred Catel, appointed to teach a course in International Morse Code, Milwaukee Center, to have 8 meetings instead of 17 meetings and his salary changed from \$127.50 to \$60.
6. William Halloway Roberts, graduate assistant in French, salary increased by \$200 for the 2nd semester of 1939-40.
7. Charles William Forman, graduate assistant in history, salary increased by \$37.50 for the period March 26 to June 30, 1940.
8. Mildred Kniebusch Krahne, graduate assistant in mathematics, salary increased by \$21.81 for the period February 19 to March 2, 1940.
9. Robert Taylor Parrish, graduate assistant in Spanish and Portuguese, salary increased by \$100 for the 2nd semester of 1939-40.
10. Jacob Ornstein, graduate assistant in Spanish and Portuguese, salary reduced from \$500 to \$400 for the 2nd semester of 1939-40.
11. The salaries of the following graduate assistants in sociology increased by \$62.50 each for the 2nd semester of 1939-40:

Wilbur Bone Brookover
Allan Wardell Eister
William L. Fuson
William L. Kolb.

SALARY AND SERVICE ADJUSTMENTS:

12. Vladimir Morkovin, graduate assistant in mathematics, salary increased by \$100 for the 2nd semester of 1939-40.
13. Hibbard V. B. Kline, Jr., graduate assistant in geography, salary increased by \$100 for the 2nd semester of 1939-40.
- X 14. Edward Nielsen, industrial fellow *- Livingston & Neal Ed.* in biochemistry, salary, \$340, transferred from the National Research Council grant to the Eli Lilly grant for the period May 1, 1940 to July 1, 1941.

TRANSFERS:

1. \$700 from forfeited Ph.D. thesis *✓* deposits to University Press 1-E. *✓*

LEAVES OF ABSENCE:

1. Marvin J. Johnson, instructor in biochemistry and research associate in agricultural bacteriology and biochemistry, from March 31 to April 30, 1940, without pay.
2. John Thomas Curtis, instructor in botany, second semester of 1939-40, without pay.
3. Harriet B. Kleinsorge, instructor in home economics (related art), February 29 to March 25, 1940, without pay.
4. Homer H. Kohler, resident in medicine, October 1, 1939 to April 1, 1940, without pay.
5. Lloyd E. McDaniel, research assistant in agricultural bacteriology, March 26 to April 26, 1940, without pay.

THE UNIVERSITY OF WISCONSIN

Madison

May 11, 1940

To the Board of Regents:

There is presented herewith for your consideration and approval the University budget for the fiscal year July 1, 1940 to June 30, 1941. The analyses of the budget, with particular emphasis on changes proposed for next year and on principles and policies that were used in the preparation of the budget for 1940-41, were discussed with the Finance Committee of the Regents on May 4, 1940. The Finance Committee recommended the adoption of the budget which is now before the full Board for consideration and approval.

Inasmuch as a university is, in the large, naturally more or less stable and inflexible, it is only natural that changes in the scope and character of the university and in the content of its budget come about slowly. This is particularly true in the second half of a State biennium when the budget must quite generally fit the pattern established in the first year of the biennial period. In other words, the major changes occur in the first half of the biennium and relatively minor adjustments only are possible in the second half. However, a growing institution like the University of Wisconsin cannot remain in a static condition for even a year--members of the faculty and staff retire and resign, and they elect leaves of absence or return from such leaves; courses of instruction are revised to meet new requirements or demands; there are changes in the student population and in the distribution of the teaching load; new experimental and research projects are undertaken and others are dropped; the public service program is revised to meet new and changing conditions, etc., etc. Therefore, even though the sum total of the budget and the over-all fields of activity and service of the University as a whole undergo no drastic or far-reaching changes from one year to another there is, nevertheless, a constant series of numerous changes in details. The changes proposed for 1940-41 are presented in considerable detail in the accompanying analyses.

The following salient facts regarding the proposed budget for 1940-41 give a comprehensive outline of the principles and policies followed by the President in determining budget allotments recommended for approval by the Regents:

- (1) The budget is in balance and includes the following Regents Unassigned items:

\$24,024 in fund 1-E for operation, maintenance or capital, and
(Exclusive of \$30,000 Library Reserve - Total \$54,024)

\$22,172 in fund 1-D, the specific State appropriation available
for capital items only.

- (2) Budgeted receipts to be credited to fund 1-E have been estimated conservatively--\$1,160,000 for 1940-41 compared with \$1,213,600 actually received in 1939-40. If enrollment next year is equal to this year, and at this time there is no reason to expect any substantial decrease, actual receipts might exceed budget estimates by \$50,000 which can then be added to Regents' Unassigned.

- (3) State appropriations are budgeted in the full amount voted by the Legislature for 1940-41. That is, it is assumed no reductions will be made by the Emergency Board.
- (4) The special funds made available by the Legislature for 1939-40 through special appropriations to the Emergency Board (\$100,000 for 1-A General Operation, and \$30,000 for 2-A University Extension Division) are not available for 1940-41 and, therefore, do not appear in the proposed budget for next year. It is assumed the Emergency Board will not be in a position to appropriate similar amounts for 1940-41 since no special appropriations for these purposes were made available by the Legislature.
- (5) To offset the loss of \$130,000 in available State funds for operation for 1940-41 expenditure allotments have been reduced by \$30,000 and surpluses to be carried forward from this year's budget have been added to available revenues for current use in the total sum of \$95,000 (\$80,000 in 1-E and \$15,000 in 2-AB). The balance of \$5,000 is in additional extension division receipts. These surpluses have been made possible by the exercise of rigid economies during the current and past years. Savings in budget allotments have been transferred to Regents' Unassigned as they occur each month. All requisitions have been subjected to close and careful scrutiny. The faculty and staff have cooperated with the University administration in every way to keep down costs and to get the most value for every dollar expended. Thus it has been possible to provide funds that will permit the University to operate next year on about the current operating level notwithstanding a reduction of \$130,000 in appropriations from the State.
- (6) Expenditure allotments for 1940-41 have been reduced to a minimum. The allotments, however, are believed to be sufficient to permit normal operations throughout the year with constant attention being given to economical performance.
- (7) The budget provides for a number of the very most deserving salary adjustments in both the instructional and non-instructional staffs. In general the adjustments are in the lower salary brackets and for the most part consist of "nominal" increases to those who have had no recognition for a number of years. Many desirable salary adjustments have had to be deferred because funds are not available. Obviously, since State appropriations are \$130,000 below the current year, the salary adjustments that it has been possible to make are financed by direct University receipts and, therefore, do not increase the draft on State appropriations. In total there are 320 increases involving a total expenditure of \$38,161. The 320 adjustments affect only 13 per cent of the total full time staff. Two hundred fourteen of the total number of adjustments are for \$5 to \$10 a month. There are 33 adjustments of \$20 a month or more. These are necessary to hold our teaching and research staffs against raids by other universities.

The following budget summary shows the comparison of available funds from the State in 1939-40 and 1940-41

	<u>1939-40</u> <u>Budget</u>	<u>1940-41</u> <u>Budget</u>	<u>Change</u>
State Appropriations:			
(a) General Operation, Maintenance & Capital	\$2,950,000	\$2,850,000	\$100,000 Decr.
(b) Sum sufficient for coal & insurance	<u>138,290</u>	<u>136,770</u>	<u>1,520</u> Decr.
Sub-total	\$3,088,290	\$2,986,770	\$101,520 Decr.
(c) Special appropriations for extension, research and other special pur- poses voted by the Legislature	<u>\$ 626,370</u>	<u>\$ 596,370</u>	<u>\$ 30,000</u> Decr.
Total State Appropriations	\$3,714,660*	\$3,583,140	\$131,520 <u>Decr.</u>
(*\$86,494 of the 1939-40 State appropriations re- verted to the State Gen- eral Fund by Emergency Board reductions this year.)			

Appropriations from the federal government for instruction, agricultural research, and agricultural extension will be \$741,731 in 1940-41. Estimated direct University receipts from student fees, dormitories and commons, Wisconsin Union, hospitals, athletics, dairy plant, gifts, etc., total \$5,183,707.

C. A. Dykstra

President

5/11/40

MEETING OF THE FINANCE COMMITTEE OF THE REGENTS

Madison, Wisconsin

Saturday, May 4, 1940, 9 A.M.

See page 1

Correspondence on File

Held in the Office of the Comptroller

PRESENT: Regents Sensenbrenner, Cleary, Holmes, Glover, Kleczka; President Dykstra, Comptroller Peterson, Robert Hammes, Auditor, and Secretary McCaffrey.

Regent Kleczka discussed the matter of the appropriation of \$30,000 for 1939-40 from the Emergency Board for the University Extension Division which is not available for 1940-41. The Committee explained to Mr. Kleczka that the proposed budget for 1940-41 contains \$15,000 from fund 5-1 for the Extension Division, and assured him that the balance of \$9,200 which Dean Holt had requested from fund 5-1, but which has been budgeted as estimated income from fees and surpluses from 1939-40, would be made available from some other source if the estimated receipts are not realized. Upon motion of Regent Cleary, seconded by Regent Holmes, it was

VOTED, That the budget on the basis presented by the President and Comptroller to the Finance Committee be recommended to the Board for approval at the meeting to be held on May 11, 1940.

The meeting adjourned at 12:30 P.M.

M. E. McCaffrey,

Secretary