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MEETING OF THE EXECUTIVE COMMITTEE

Madison, Wisconsin

Friday, June 4, 1937, 10 A.M.

Held in the Office of the Business Manager

PRESENT: Regents Callahan, Wilkie; Acting President Dykstra, Business Manager Phillips, Secretary McCaffrey.

✓ The following officers of the Wisconsin Alumni Association met with the Executive Committee:

Harry Bullis	President
Howard Greene	Vice President
Basil Peterson	Treasurer
John Berge	Secretary

✓ They discussed the desirability of issuing a quarterly news bulletin, which Mr. Greene estimated would cost about \$2500 per year, the matter of membership fees, and the maintenance of an alumni records office. Upon motion of Regent Wilkie it was

VOTED, That the request as to the keeping of the alumni records be referred to Acting President Dykstra for consideration.

✓ Upon motion of Regent Wilkie it was

VOTED, That the matter of issuing a quarterly bulletin at an estimated cost of \$2500 per year be referred to Acting President Dykstra for consideration.

At 12 M. adjournment was taken to 1:45 P.M.

RECOMMENDATIONS OF THE ACTING PRESIDENT

- Physical Education - Women -

1. That the salary of Mrs. Mary A. Trumpf, musician assistant, be increased \$21.00 for the period May 1, 1937, to the close of the second semester, because of additional services; charge increase to balance on salary of Mrs. Florence Burns, p. 38, fund 1A.
Adopted.

- Letters and Science -

1. That Rachel Giese be appointed graduate assistant in French from May 18, 1937, to the close of the second semester of 1936-37; salary \$65.48 net for the period; charge to balance on salary of Asa Clark, p. 50, fund 1A.
Adopted.
2. That the salary of Ralph V. Jackson, graduate assistant in French, be increased by \$65.48 net for the period from May 18, 1937, to the close of the second semester of 1936-37, because of additional teaching; charge increase to balance on salary of Asa Clark, p. 50, fund 1A.
Adopted.
3. That Hans Hagemann be appointed German House conversation leader for the second semester of 1936-37; salary \$50 net for the semester; charge to Milwaukee Seminary fund, 15B.
Adopted.
4. That Sylvia Resnikow be appointed German House conversation leader for the second semester of 1936-37; salary \$50 net for the semester; charge to Milwaukee Seminary fund, 15B.
Adopted.

- Agriculture -

1. That the resignation of Arthur Cyril Bunce, assistant in agricultural economics, be accepted; to take effect May 25, 1937, p.82.
Adopted.

2. That Edith I. Halverson be appointed assistant in agricultural economics (part time) for the month of June 1937; salary \$57 net for the period; charge \$29.20 to saving on salary of Arthur C. Bunce, resigned, fund 1A, and \$27.80 to extra labor, fund 15A, p. 83.

Adopted.

3. That Zola Doyle Roundy be appointed assistant in dairy industry from June 15 to June 30, 1937; salary \$87.50 net for the period; charge to extra labor (agricultural journalism), p. 85, fund 3A.

Adopted.

4. That Wilbert M. Krohn, assistant in farm and dairy records, be granted leave of absence from June 1 to June 30, 1937, without pay, p. 90. *Leave*

Adopted.

5. That the resignations of the following cow testers be accepted; to take effect May 10, 1937, p. 91:

R
R
Robert Moore
Douglas Goodrich.

Adopted.

6. That the following persons be appointed assistants in dairy industry from June 15 to June 30, 1937; salary \$87.50 each net; charge to item for junior clerk stenographer (soils), p. 100, fund 3A:

Harold Fick
Alvin J. Alton.

Adopted.

7. That David D. Nusbaum be appointed assistant in dairy industry from June 15 to June 30, 1937; salary \$87.50 net for the period; charge \$43 to item for junior clerk stenographer (soils), and \$44.50 to extra labor (agricultural journalism), pp. 85 and 100, fund 3A.

Adopted.

8. That Ruth Chambers be appointed county club agent for Lincoln County for the month of June 1937; salary \$100 net for the month; charge to item for four additional agents, p. 109, fund 15A.

Adopted.

Sept
9. That the memorandum of agreement between Wilson and Company, Inc., and the University of Wisconsin, relative to the renewal of an industrial research fellowship in agricultural chemistry, be approved, *fellow*

and that the Business Manager be authorized to sign the agreement.
(\$2700 for period September 1, 1937 to August 31, 1938)

Adopted.

10. That Arthur Wichern be appointed assistant in plant pathology from June 15 to September 15, 1937; salary at the rate of \$85 net a month (total for the period \$255 net); charge to U.S. Maltsters fund, 15B.

Adopted.

11. That Leonard M. Josephson be appointed assistant in plant pathology from July 1 to August 31, 1937; salary at the rate of \$100 net a month; charge to U.S. Maltsters fund, 15B.

Adopted.

12. That Olaf Mickelsen be appointed industrial fellow in agricultural chemistry from July 1 to September 1, 1937; salary \$180 net for the period; charge to National Livestock and Meat Board fellowship, fund 15B. *Fellow*

Adopted.

13. That Harry A. Waisman be appointed industrial fellow in agricultural chemistry from July 1 to September 1, 1937; salary \$180 net for the period; charge to National Livestock and Meat Board fellowship, fund 15B. *Fellow*

Adopted.

14. That Janet Weber be appointed industrial fellow in agricultural chemistry from July 1, 1937 to February 1, 1938; salary at the rate of \$112.50 net a month (total for the period \$787.50 net); charge to Lever Brothers grant, fund 15B. *Fellow*

Adopted.

- Engineering -

R
1. That the resignation of H. W. Ruf, instructor in hydraulic and sanitary engineering, be accepted; to take effect May 24, 1937, p. 123; and that the balance on his salary, \$203.38, be transferred as follows:

\$ 50.00 to the department of mechanical engineering,
153.38 to the department of hydraulic and sanitary engineering, student assistants.

Adopted.

2. ✓ That a two weeks' shop course in mechanical engineering, beginning June 14, 1937, for students from the Milwaukee Extension Division entering the university as juniors, be approved; and that the following instructors in mechanical engineering be paid \$25.00 net each for additional services in connection with the course; charge to balance on salary of H. W. Ruf, resigned, p. 123, fund 1A:

Thomas Puddester
R. R. Bell.

Adopted.

3. That the following persons be appointed research graduate/in fellows the departments indicated for the academic year 1937-38; stipend \$900 each for the year; charge to research 1-A:

G. A. Rohlich hydraulic engineering.
H. G. Holm mining and metallurgy.

Adopted.

Fellow ✓

4. That Gleb I. Goumeniouk be appointed research graduate fellow in electrical engineering for the academic year 1937-38; stipend \$750 for the year; charge to research 1-A.

Adopted.

Fellow

5. ✓ That the following persons in the Department of Mechanical Engineering be paid the amounts indicated below for additional services rendered in connection with the Air Condition and Welding Conference; charge to fund 1-A, L.C.C.:

J. M. Dorrans	\$50.00
G. L. Larson	50.00
H. L. Bartholomew	5.00
E. McKnight	<u>10.00</u>

\$115.00;

✓ and that the balance in the receipts from the conference, \$154.02, be transferred to laboratory fee fund, 1E, mechanical engineering department.

Adopted.

6. ✓ That the following persons in the Hydraulic and Sanitary Engineering Department be paid the amounts indicated below for additional services rendered in connection with the department's short course; charge to fund 1A, L.C.C.:

L. H. Kessler	\$ 25.00
M. S. Nichols	30.00

(Cont.)

H. W. Ruf	\$ 50.00
A. T. Lenz	25.00
Graham Walton	25.00
A. McLeod	15.00
G. A. Rohlich	25.00
C. N. Sawyer	<u>25.00</u>

\$220.00;

and that the balance in the receipts from the short course, \$122.13, be transferred to laboratory fee fund, 1E, hydraulic and sanitary engineering department.

Adopted.

- Medicine -

1. That Samuel R. Beatty, assistant resident in radiology, be granted leave of absence, without pay, from June 1 to July 31, 1937, p. 143. *Leave*

Adopted.

2. That Robin N. Allin be appointed assistant resident in medicine from May 20, 1937, to the close of the year 1936-37; salary at the rate of \$50 a month, less waiver \$3.20, net \$46.80, plus board, room and laundry; charge to residents, internes, and teachers, p. 144, fund 10-A.

Adopted.

R 3. That the resignation of Mrs. Helen B. Giessel, assistant professor of dietetics and chief dietitian, be accepted; to take effect June 15, 1937, p. 147.

Adopted.

4. That Antoinette Doolan be appointed assistant professor of dietetics and chief dietitian, from June 16, 1937, to the close of the year 1936-37; salary at the rate of \$125 a month, less waiver \$9.40, net \$115.60, plus complete maintenance; in place of Mrs. Helen B. Giessel, resigned, p. 147, fund 10-A.

Adopted.

5. That Doretha J. Hagelshaw be appointed assistant in dietetics from June 6, 1937, to the close of the year 1936-37; salary \$75 a month, less waiver \$5.20, net \$69.80, plus complete maintenance; charge to salaries, p. 147, fund 10-A.

Adopted.

6. That Martha Lewis, instructor in physical therapy, be granted leave of absence, without pay, from June 18 to June 28, 1937, p. 153.
Adopted.

Leave ✓

7. That Robert Van Valzah, professor of medicine, be granted leave of absence, without salary, for the year 1937-38.
Adopted.

Leave ✓

- Research -

B 1. That the resignation of Maxwell Robert Krasno, research assistant in physiology, be accepted; to take effect June 1, 1937. (RF 36:219)
Adopted.

2. That James D. D'Ianni be appointed research assistant in pharmacy for the month of July 1937; salary \$100 for the month; charge to allotment RF 36:316.
Adopted.

- Extension -

✓ 1. That the following persons be appointed to conduct classes in connection with the 1937 dramatic and speech institute from June 28 to July 10, 1937; each to receive the net amount indicated for the service rendered; charge to additional instruction, dramatic activities, fund 2AB:

Gerry A. Bartell	\$50.00
Frederick A. Buerki	50.00
Harriett E. Grim	75.00
Ray E. Holcombe	50.00
Gertrude Johnson	25.00
Lowell Lees	50.00
Gail Masters	50.00.

Adopted.

2. That Grace Martner be appointed assistant in visual instruction for one year, beginning June 1, 1937; salary at the rate of \$1300 net a year, 12 months' basis; charge to vice Canfield, p. 207, fund 2A. (Charge \$108.33 to 1936-37 appropriation and \$1191.67 to 1937-38 appropriation.)

Adopted.

- Degrees -

1. That in accordance with the certification of the Registrar degrees be granted as shown in EXHIBIT A, as follows:

BACHELOR OF LAWS

Carl Edwin Hoppe

Adopted.

RECOMMENDATIONS OF THE BUSINESS MANAGER

1. That upon the recommendation of the Director of the Forest Products Laboratory, the following research assistants be appointed at the Forest Products Laboratory for the periods indicated and at the salaries specified, chargeable to the appropriation by the University to the Laboratory in accordance with the co-operative agreement dated January 26, 1931 (Physical Plant - Rent - 1A):

Francis E. Fontaine - Academic Year 1937-38, beginning
September 1, 1937, at \$60 per month - Total \$600 net

George E. Mackin - Fiscal Year 1937-38, at \$150 per month -
Total \$1,800 net

Donald Laughnan - Fiscal Year 1937-38, at \$150 per month -
Total \$1,800 net

Adopted.

2. That upon the recommendation of Mr. Halverson, the salary of Lee Winch, semi-skilled laborer in the Union Rathskeller, be exempt from waiver effective May 15, 1937. (Confirming oral approval)

Adopted.

3. That upon the recommendation of Mr. Halverson, the salary of Phillip Fix, semi-skilled laborer in the Union Rathskeller, be exempt from waiver effective May 15, 1937.

Adopted.

4. That upon the recommendation of Mr. Halverson, the salary of Donald Kinney, soda fountain attendant in the Union Rathskeller, be exempt from waiver effective upon the reclassification of the position to semi-skilled laborer.

Adopted.

Degree

✓ 5. That upon the recommendation of the Commandant, Major Orsinger, and Mr. Ritger, Director of the State Bureau of Purchases, the contract for R.O.T.C. uniforms for the school year 1937-38 be awarded to the Globe Tailoring Company of Milwaukee, Wisconsin, at the price of \$18.95 per uniform for the basic course, and \$32.00 per uniform for the advance course in accordance with their bid, and that the Business Manager be authorized to sign the contracts.

Adopted.

✓ 6. That the following resolution be adopted:

WHEREAS, The Regents of the University of Wisconsin at meetings held February 3 and May 5, 1937, approved the preparation of preliminary plans and specifications and the employment of special architectural services for the proposed third wing addition to the Memorial Union Building, and

WHEREAS, Section 36.06 of the Statutes of Wisconsin authorizes the Regents to arrange for financing, constructing and equipping the Memorial Union Building through a non-profit sharing corporation,

NOW THEREFORE BE IT RESOLVED, That the Wisconsin University Building Corporation be authorized (1) to accept funds from the Memorial Union Building Committee for the payment of costs involved in the preparation of preliminary plans and specifications, (2) to enter into contracts and agreements with outside architects and specialists in theater and auditorium architecture and to pay for the services and expenses of such architects and specialists from the funds appropriated by the Memorial Union Building Committee, and (3) to employ the services of the State Bureau of Engineering for the preparation of plans and specifications for the proposed third wing addition to the Memorial Union Building and to pay for such services from the funds appropriated by the Memorial Union Building Committee,

BE IT RESOLVED FURTHER, That the following schedule of costs for the preparation of preliminary plans and specifications covering the preliminary and working drawings stages in the preparation of preliminary plans and specifications be approved:

	<u>Stage 1</u>	<u>Stage 2</u>
Chief Project Designer's Fee	\$ 3,000	\$ 3,600
Consultant's Fee	2,500	1,000
Expenses of above	1,000	1,000
State Bureau of Engineering	<u>1,000</u>	<u>9,000</u>
	\$ 7,500	\$14,600

Total 1st Stage (Preliminary)

\$ 7,500

Total 2nd Stage (Working Drawings)

14,600

Total Stages 1 and 2

\$22,100

Adopted.

(Confirming oral approval)

7. That upon the recommendation of the Memorial Union Building Committee (recommendation on file), and the following members of the University staff representing departments which have an interest in the operation and use of the proposed third wing addition to the Memorial Union Building

H. B. McCarty - Radio WHA
Orien Dalley - Music
Chas. H. Mills - School of Music
F. A. Buerki - Scene Technician, University Theatre
J. Russell Lane - Director, University Theatre
Porter Butts - House Director, Wisconsin Union
A. T. Weaver - Chairman, Speech Department
Margaret N. H'Doubler (Mrs. Wayne Claxton) - Representing Dance Drama

with papers of this meeting

(recommendation on file), and in accordance with the resolution of the Executive Committee of the Regents adopted May 17, 1937, the Wisconsin University Building Corporation is authorized to employ Mr. Michael M. Hare as project designer, and Mr. Lee Simonson as theatre consultant, both of New York City, under the terms of the agreements with the Wisconsin University Building Corporation dated May 27, 1937, and to pay the fees and expenses of these services as specified in the agreements from the appropriation made by the Memorial Union Building Committee to the Wisconsin University Building Corporation for the preparation of preliminary plans, specifications, and working drawings for the proposed third wing addition to the Memorial Union Building, and the supervision of the project. (Copies of agreements with Mr. Hare and Mr. Simonson on file.) *with this mtg. (also in Wis. Univ. Bldg. Corp envelope)*
Adopted.

8. That the President and Business Manager be authorized to make the necessary transfers and adjustments in the 1936-37 budget to complete the business of the University for the year.
Adopted.

9. That upon the recommendation of Dr. Stovall and Dean Middleton, and with the approval of President Dykstra, the Emergency Board be requested to appropriate \$353 to supplement the appropriation made by section 20.41 (14) for the State Laboratory of Hygiene for the fiscal year ending June 30, 1937.
Adopted.

The request of H. E. Wright to use the lot at University Avenue and Park Street for a parking lot was denied.

Upon recommendation of the Business Manager the following allotments from Regents' Unassigned 1-A were approved:

✓ Physical Plant - General Supplies (Increase in costs and use of supplies by reason of increased enrollment)	\$1,500
✓ Law School - Business Items and Extra Help (Under budgeted and increase in costs)	160
✓ Editor's Office - Postage (Increased mailing of catalogs and publications)	150
✓ Military Science - Equipment Repairs and Extra Labor (The Military Department had assumed that approximately \$133 savings in their salary and wage budget could be transferred to business items, but these savings were transferred to Regents' Unassigned. Repairs to targets are needed)	200
✓ Summer Session - General Supplies (Underbudgeted for needs of Laboratory School and Band Clinic)	200
✓ Purchasing Department - Postage (Increase in purchasing activities)	431
✓ Agriculture - Special Grants (Industrial Commission award)	6.75
✓ Science Inquiry - Printing (Over-run on printing bill originally financed from Regents' Unassigned)	118
Total	\$2,765.75

✓
A communication was presented from Mrs. James B. Overton relating to the giving of her husband's books and pamphlets to the University as a memorial to him. It was
VOTED, That the gift be accepted and that the Acting President express the appreciation of the Regents to Mrs. Overton.

Gift

*returned on
Trust fund Book
MK*

see

RECOMMENDATIONS OF THE SECRETARY

1. That a warranty deed by the Trustees of the Estate of William F. Vilas to the Regents of the University of Wisconsin to the property

known as the Gamma Eta Gamma House, located at 434 Sterling Court, at a consideration of \$16,000 with a ten-year reversion clause, be accepted.
Adopted.

(Copy of deed on file)
with Central Wis. Trust Co.

2. ✓ That the former Gamma Eta Gamma property located at 434 Sterling Court be rented to the Wisconsin University Building Corporation for the fifth co-operative house for men at an annual rental of \$1.00 with the provision that the Building Corporation shall maintain the property and shall pay not to exceed \$640 annually to the Trustees of the Vilas Estate in lieu of interest.

Adopted.

3. ✓ That the offer of \$700 by Albert Falkenstein for the 50 acres of marsh land (Alois Baier) held in the Tripp Estate be accepted.

Adopted.

4. ✓ That the Secretary, M. E. McCaffrey, be authorized to sign the lease between the Regents of the University of Wisconsin and the United States of America for the Gilman farm for the term July 1, 1937 to June 30, 1938, at a rental of \$2000 per annum, payable monthly. (Note: The Regents reserve all of the land for farming purposes except about 10 acres occupied by the buildings and farm yard.)

Adopted.

5. ✓ That the gift of the Men's Union Board of \$300.00 for a scholarship fund, to be used as the Committee on Loans and Undergraduate Scholarships sees fit, be accepted.

Adopted.

Scholar

6. ✓ That the interest rate on the John C. Schmidtman mortgage of \$15,000 be reduced to not less than 4%, effective April 24, 1937.

Adopted.

7. ✓ That authority be granted to purchase \$5000 of the Bonds of Cincinnati Gas & Electric Company, dated June 1, 1937; due June 1, 1967, with $3\frac{1}{2}\%$ coupon @ $1.02\frac{1}{2}$; net \$3.35. (A. A. A. Moody)

Adopted.

8. ✓ That the budget of the National Teachers Seminary Fund of \$9500 for 1936-37 be increased to \$9750; that the proposed budget for 1937-38 of \$10,145 be incorporated in the University budget under 20.41(15)B Gifts, \$9500 to come from the income of the National Teachers Seminary Fund and \$645 from the Carl Landsee Fund, 20.41(15)B.

Adopted.

(Balance in Landsee Fund \$2850)

(Copy of budgets for

1936-37 ✓

1937-38 on file (this mtg)

9. ✓ That an agreement with O. P. Elkins of Ninnekah, Oklahoma, to open up Well No. 1 located on Sec. 35-5N-8W, Grady County, Oklahoma, at no cost to the University for the consideration of one-half interest in the well in the present producing sand, be approved; that a similar agreement be made for Well No. 2, if such a proposal is made by Mr. Elkins.

Adopted.

5122
10. ✓ That a check from John F. Doyle, Treasurer of the Class of 1929, for \$703.23 be accepted and added to the Class of 1929 Memorial Fund, increasing the total principal to \$2703.23, with the understanding that if at any time in the future the income is not sufficient to cover the expenses of the class reunion, payment may be made from principal in any amount not exceeding \$703.23.

Adopted.

11. ✓ That the rebuilding of a barn on the E. O. Fuller Farm at Webster, Wisconsin, at an estimated cost of \$400.00, be approved. Charge to Tripp Estate.

Adopted.

12. ✓ That the rebuilding of the barn on the Krahenbuhl Farm at Barron, Wisconsin, at an estimated cost of \$1000, be approved. Charge to University Trust Funds Principal.

Adopted.

✓ The Acting President presented the request of E. M. Hawes, Executive Director of the Northwest Territory Celebration, for one or two scholarships to be provided by the University to high school students. No action taken for the reason that the Regents felt that an appropriation could not legally be made.

Scholars ✓

Ref. to Acting Pres. A.M.
✓ Upon recommendation of the Acting President an allotment of \$150 was made from Regents' Unassigned 1-A for the publication of the Scientific Inquiry Bulletin - The University and the Conservation of Minerals (Leith and Bean) - subject to further approval by the Acting President and the Business Manager if it is found that funds are available.

30 gifts
Upon motion of Regent Wilkie it was VOTED to authorize release to the press of the statement of Dean Fred in relation to gifts from foundations.

Summary of cash disbursements for the months of December, 1936; January, February and March, 1937, attached.

The meeting

A D J O U R N E D .

M. E. McCaffrey,

Secretary.

CASH DISBURSEMENTS

December 1936

Shops pay roll November 1-30.....	\$ 22,165.11
Semi-monthly pay roll November 15-30.....	13,630.94
Semi-monthly pay roll December 1-15.....	14,944.72
Student pay roll November 1-30.....	8,825.12
Monthly pay roll December.....	408,835.42
Coal.....	8,084.71
Creamery - Milk and Cream.....	11,672.32
Refunds.....	850.08
Miscellaneous disbursements, food, travel, etc.....	<u>239,859.76</u>
	\$728,868.18

January 1937

Shops pay roll December 1-31.....	\$ 24,082.39
Semi-monthly pay roll December 16-31.....	15,060.63
Semi-monthly pay roll January 1-15.....	14,980.80
Student pay roll December.....	11,287.03
Monthly pay roll January.....	418,712.41
Coal.....	25,964.11
Creamery - Milk & Cream.....	12,135.03
Refunds.....	373.51
Miscellaneous disbursements, food, travel, etc.....	<u>225,388.09</u>
	\$747,984.05

CASH DISBURSEMENTS (Cont.)

February 1937

Shops pay roll January 1-31.....	\$ 22,149.77
Semi-monthly pay roll January 16-31.....	17,404.35
Semi-monthly pay roll February 1-15.....	15,506.35
Student pay roll January.....	11,286.60
Monthly pay roll February.....	412,196.60
Coal.....	37,173.32
Creamery - Milk and Cream.....	13,259.86
Refunds.....	3,927.80
Miscellaneous disbursements, food, travel, etc.....	<u>182,905.12</u>
	\$715,809.77

March 1937

Shops pay roll February.....	\$ 21,254.50
Semi-monthly pay roll February 16-28.....	17,907.21
Semi-monthly pay roll March 1-15.....	15,744.24
Student pay roll February.....	12,134.48
Monthly pay roll March.....	426,854.76
Coal.....	4,980.04
Creamery - Milk and Cream.....	12,329.60
Refunds.....	970.59
Shops pay roll March.....	24,713.25
Semi-monthly pay roll March 16-31.....	18,080.33
Student pay roll March.....	10,394.33
Miscellaneous disbursements, food, travel, etc.....	<u>252,683.85</u>
	\$818,047.18