

RECORD OF PROCEEDINGS
OF THE
BOARD OF TRUSTEES
OF THE
OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1938, to June 30, 1939

THE OHIO STATE UNIVERSITY

WILLIAM MCPHERSON
Acting President

BOARD OF TRUSTEES

	Date of Original Appointment	Term Expires
HARRY A. CATON, Coshocton.....	May 14, 1925	May 31, 1939
M. EDITH CAMPBELL, Cincinnati.....	June 9, 1933	May 13, 1940
HERBERT S. ATKINSON, Columbus.....	Mar. 17, 1925	May 13, 1941
LOCKWOOD THOMPSON, Cleveland.....	Jan. 27, 1938	May 13, 1942
BURRELL RUSSELL, New Philadelphia.....	Dec. 10, 1936	May 13, 1943
CLINTON J. ALTMAIER, Marion.....	July 13, 1937	May 13, 1944
CARLTON S. DARGUSCH, Columbus.....	May 14, 1938	May 13, 1945
*LEO L. RUMMELL, Columbus.....	June 1, 1939	May 13, 1946

CARL E. STEEB
Secretary of the Board

C. F. KETTERING
Treasurer of the Board

* Succeeded Harry A. Caton.

Proceedings of the Board of Trustees The Ohio State University

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND FIRST MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, July 11, 1938.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier,
Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, Dr.
Burrell Russell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

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Upon motion of Dr. Russell, seconded by Mr. Dargusch, the following recommendations as presented by Acting President William McPherson were upon roll call unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
George E. Boltz	Co. Agr. Agent, Tuscarawas County (Mr. Boltz died June 6, 1938)	July 1, 1938	\$3,200.00
Lester Cronin	Asst. Co. Agr. Agent, Washington County	July 1, 1938	2,200.00
Ralph Crooks	Asst. Co. Agr. Agent, Wayne County	July 1, 1938	2,000.00
<i>College of Agriculture Administration</i>			
Agnes Clymer Myers	Stenographer	July 31, 1938	1,050.00
<i>Animal Husbandry</i>			
Edwin E. Heizer	Assistant Professor	July 1, 1938	1,500.00
Gordon Briggs	Student Laborer	May 31, 1938	240.00
Omer Rasor	Student Laborer	May 31, 1938	240.00
Eugene Cleveland	Student Laborer	May 31, 1938	240.00
John Cordray	Student Laborer	May 31, 1938	240.00
Irvine Elliott	Student Laborer	May 31, 1938	240.00
Lawrence Elliott	Student Laborer	May 31, 1938	240.00
<i>Horticulture and Forestry</i>			
Norman Scott	Student Laborer	July 1, 1938	450.00
<i>College of Arts and Sciences</i>			
<i>Chemistry</i>			
Frank L. Pyle	Graduate Assistant	Oct. 1, 1938	450.00
<i>Political Science</i>			
Peter Odegard	Professor	Oct. 1, 1938	4,752.00

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College of Commerce and Administration

<i>Accounting</i>			
John C. O'Byrne	Assistant	Oct. 1, 1938	900.00
<i>Economics</i>			
Affi Sayin	Graduate Assistant	Oct. 1, 1938	450.00
<i>Sociology</i>			
Raymond Gibbs	Assistant	Summer Quarter only	300.00 period
<i>College of Dentistry</i>			
Robert T. Trippy	Demonstrating Assistant	July 1, 1938	900.00
<i>College of Education</i>			
<i>Administration</i>			
Anne C. Beaman	Clerk	June 30, 1938	1,140.00
<i>Bureau of Educational Research</i>			
W. H. Cowley	Professor	Oct. 1, 1938	5,000.00
Myrtle E. Bracy	Stenographer (part time)	July 31, 1938	570.00
<i>Music</i>			
Lela Hardy	Assistant Professor	Summer Quarter only	240.00 period
<i>College of Medicine</i>			
<i>Pathology</i>			
A. Schubert Knittel	Resident Pathologist	July 1, 1938	600.00
<i>Surgical Research</i>			
Italo D. Puppel	Research Assistant	July 1, 1938	1,800.00
<i>Starling-Loving Hospital</i>			
Ersa L. Burnside	Waitress	June 5, 1938	588.00
Hazel B. Halley	Waitress	June 19, 1938	588.00
*Mary Gordon	General Duty Nurse	July 1, 1938	900.00
*Louise Pfeeger	General Duty Nurse	July 1, 1938	900.00
* (Salaries to be paid from Rotary No. 7727)			
<i>Physical Plant Division</i>			
<i>Superintendent's Office</i>			
Mary Burkley	Stenographer	June 30, 1938	1,320.00
<i>Betterment of Buildings—General Utility Service</i>			
Joseph Gleach	Painter's Helper	July 1, 1938	1,320.00
<i>Janitor Service</i>			
James L. Beck	Janitor	June 30, 1938	1,320.00
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Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Lester Cronin	Co. Agr. Agent, Tuscarawas County	July 1, 1938		\$2,600.00
Ray F. Donnan	Co. Agr. Agent, Putnam County	July 1 to Sept. 30, 1938		2,500.00
Paul Cunningham	Asst. Co. Agr. Agent, Wayne County	July 1, 1938		2,300.00
Leo V. Gaffin	Asst. Co. Agr. Agent, Washington County	July 1, 1938		2,000.00
Rudolph M. Isler	Asst. Co. Agr. Agent, Fairfield County	July 1, 1938		1,900.00
Stella Jenks	Assistant in Farm Management	July 1 to Aug. 31, 1938		1,140.00
Elizabeth M. Welch	Stenographer	July 1, 1938		960.00

College of Agriculture

Agricultural Education

Flossie Sprague	Stenographer	July 1, 1938	960.00
	(Salary to be paid from Smith-Hughes Funds)		

Animal Husbandry

Graydon W. Brandt	Instructor	July 1, 1938 (12 months)	1,500.00
George Barrett	Student Laborer	June 1, 1938	360.00
Kenneth Lloyd	Student Laborer	June 1, 1938	360.00
Ralph Butler	Student Laborer	July 1, 1938	360.00
Laysel Hochstetler	Student Laborer	July 1, 1938	360.00
Jack Rickly	Student Laborer	July 1, 1938	360.00
Ray Schwartz	Student Laborer	July 1, 1938	360.00
John Trumbull	Student Laborer	July 1, 1938	360.00
Robert Watts	Student Laborer	July 1, 1938	360.00

Home Economics

Dorothy Ann Patnales	Instructor	July 1, 1938 (12 months)	2,508.00
Grace Beckwith	Instructor	July 1, 1938 (12 months)	2,100.00
Elizabeth C. Swingle	Graduate Assistant	June 20, 1938 Su.	150.00
	(Above-salaries to be paid from Smith-Hughes Funds)		
Garnet E. Nagel	Graduate Assistant	June 20, 1938 Su.	150.00
	(Above salary to be paid from Pomerene Refectory Funds)		
LaRoux Roebuck	Graduate Assistant	June 20, 1938 1st term, Su.	75.00
			period

Horticulture and Forestry

John R. Culbert	Graduate Assistant	July 1, 1938 (12 months)	450.00
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Poultry Husbandry

Everett W. Brown	Student Laborer	July 1, 1938 for 3 months	75.00
			period
W. C. Brown	Student Laborer	July 1, 1938 for 3 months	75.00
			period
Earl Hall	Student Laborer	July 1, 1938 for 3 months	75.00
			period
Waldo Kinsel	Student Laborer	July 1, 1938 for 3 months	75.00
			period

College of Arts and Sciences

Chemistry

David Thomas Mowry	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
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English

George W. Knipp	Instructor	Oct. 1, 1938	Au.Wi.Sp. 1,800.00
*Wilson Dumble	Instructor	June 20, 1938 1st term, Su.	200.00
			period
	*(Special Contract)		

Geology

John W. Wells	Instructor	Oct. 1, 1938	Au.Wi.Sp. 2,256.00
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Mathematics

George E. Albert	Instructor	Oct. 1, 1938	Au.Wi.Sp. 1,800.00
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Physics and Astronomy

*Royal Weller	Instructor	Oct. 1, 1938	Au.Wi.Sp. 2,259.00
			period
Paul Darby	Assistant	Oct. 1, 1938	Au.Wi.Sp. 990.00
			period
	*(Special Contract)		

Political Science

Ceph Stephens	Graduate Assistant	June 20, 1938 Su.	150.00
			period

Speech

Elbert R. Moses, Jr.	Assistant Professor	Oct. 1, 1938	Au.Wi.Sp. 2,508.00
Lloyd Brooks Dodd	Assistant	June 20, 1938 Su.	150.00
			period

College of Commerce and Administration

Bureau of Business Research F-9

J. C. Yocum	Assistant Professor	June 20, 1938 Su.	667.00
	(Special Contract)		period

<i>Business Organization</i>			
Dillard E. Bird	Reader	June 20, 1938	1st term, Su. 50.00 period
Francis A. Babione	Reader	June 20, 1938	Su. 50.00 period
<i>Economica</i>			
Sam Arnold	Graduate Assistant	June 20, 1938	Su. 150.00 period
<i>Geography</i>			
Clarence Heskett	Assistant	June 20, 1938	1st term, Su. 150.00 period
<i>Sociology</i>			
Rupert C. Koeninger	Assistant	June 20, 1938	Su. 300.00 period
<i>College of Dentistry</i>			
George H. Parrot, Jr.	Demonstrating Assistant	Oct. 1, 1938	Au.Wi.Sp. 900.00
<i>College of Education Administration</i>			
Mary C. Williams	Assistant	June 27 to Sept. 2, 1938	250.00 period
Ruth Vaughters	Stenographer	July 1, 1938 for one month	80.00 period
<i>Bureau of Educational Research</i>			
Louis E. Raths	Research Associate and Associate Professor	Oct. 1, 1938 (12 months)	5,000.00
Ross L. Mooney	Research Associate and Assistant Professor	Oct. 1, 1938 (12 months)	4,000.00 period
*H. Harry Giles	Research Associate and Assistant Professor of Education	July 1, 1938 (12 months)	3,500.00
* (Salary to be paid from Rotary No. 7147)			
Alice L. Crist	Research Assistant	July 1, 1938 for 3 months	300.00 period
Louise Walcutt	Assistant	June 1, 1938 for 1 month	80.00 period
Audry Mayer	Stenographer	Aug. 1, 1938	1,200.00
Jean A. Wolfe	Stenographer	July 1, 1938 for 3 months	300.00 period
<i>Education</i>			
Ethel Leazenbee	Field Supervisor	Oct. 1, 1938	Au.Wi.Sp. 600.00
Carrie E. Daugherty	Field Supervisor	Oct. 1, 1938	Au.Wi.Sp. 300.00
George H. Spearman	Assistant	Oct. 1, 1938	Au. Sp. 600.00 period
Alan Griffin	Assistant	June 20, 1938	Su. 200.00 period
R. Heber Richards	Assistant	June 20, 1938	Su. 200.00 period
Lucile Pettis	Assistant	June 20, 1938	1st term, Su. 100.00 period
Gerald B. Stahly	Assistant	June 20, 1938	Su. 75.00 period
Paul Parker	Assistant	June 20, 1938	Su. 50.00 period
Clarence C. Ross	Graduate Assistant	June 20, 1938	1st term, Su. 75.00 period
William A. Hackett	Graduate Assistant	June 20, 1938	1st term, Su. 75.00 period
Sally Menaul	Student Assistant	June 20, 1938	1st term, Su. 50.00 period
Helen Kruse	Student Assistant	June 20, 1938	1st term, Su. 50.00 period
<i>Demonstration School</i>			
Ann Louise Welch	Director, Kindergarten	June 20, 1938	1st term, Su. 300.00 period
Mildred M. Osgood	Instructor	June 20, 1938	1st term, Su. 525.00 period
Roberta Green	Instructor	June 20, 1938	1st term, Su. 400.00 period
Cecile C. Swales	Administrative Assistant	June 20, 1938	1st term, Su. 350.00 period
Mary J. Loomis	Instructor	June 20, 1938	1st term, Su. 300.00 period

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Edna DeBolt	Instructor	June 20, 1938	1st term, Su.	250.00 period
Margaret E. Sutton	Instructor	June 20, 1938	1st term, Su.	250.00 period
Beth W. Thewlis	Instructor	June 20, 1938	1st term, Su.	250.00 period
Harold Shane	Instructor	June 20, 1938	1st term, Su.	200.00 period
Florence Moore	Assistant (Secretary)	June 20, 1938	Su.	180.00 period
Raymond Snyder	Assistant	June 20, 1938	1st term, Su.	150.00 period
Betty Miller	Assistant (part time)	June 20, 1938,	1st term, Su.	50.00 period
*Barbara Brown	Assistant	June 20, 1938,	1st term, Su.	50.00 period

(Salary to be paid from Laboratory Supply Store—Summer Demonstration School Pro rata Funds)

Kellogg Foundation

Beatrice Laughhead	Instructor	June 20, 1938	1st term, Su.	325.00 period
Helen Powers	Instructor	June 20, 1938	1st term, Su.	250.00 period
Eleanor Earhart	Instructor	June 20, 1938	1st term, Su.	140.00 period
Phyllis Martin	Instructor	June 20, 1938	Su.	150.00 period
Roseamonde Porter	Instructor (part time)	July 28, 1938	2nd term, Su.	200.00 period
L. W. Harding	Instructor (part time)	June 20, 1938	for 8 weeks	200.00 period
Andrew D. Rippey	Assistant	June 20, 1938	Su.	267.00 period
David L. Temple	Assistant	June 20, 1938	for 8 weeks	267.00 period
W. T. Edwards	Assistant	June 20, 1938	1st term, Su.	200.00 period
Mary Connor	Assistant	June 20, 1938	1st term, Su.	150.00 period
John Marquis	Assistant (part time)	June 20, 1938	1st term, Su.	100.00 period
Dorothy Diehl	Assistant (part time)	June 20, 1938	1st term, Su.	50.00 period

Fine Arts

Robert E. Smith	Assistant (part time)	June 20, 1938	Su.	75.00 period
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Music

Miriam S. Mooney	Instructor	June 20, 1938	1st term, Su.	240.00 period
Jean R. Clymer	Assistant	June 20, 1938	1st term, Su.	200.00 period
Winnifred Roudebush	Assistant	June 20, 1938	1st term, Su.	200.00 period

University School

Everett J. Kircher	Assistant Professor (Special Contract)	Oct. 1, 1938	Au.Wi.Sp.	2,754.00 period
*John A. Ramseyer	Administrative Assistant	Oct. 1, 1938	Au.Wi.Sp.	1,200.00 period

(Funds to cover are to be transferred to the University School Budget from the Department of Education Budget)

Marjorie H. Post	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
Evelyn M. McClelland	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00

*College of Engineering**Electrical Engineering*

Nelson Wax	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
John B. Heffelfinger	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00

College of Law

*Herschel W. Arant	Dean and Professor	June 20, 1938	Su.	1,000.00 period
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*Silas A. Harris	Professor	June 20, 1938	Su.		900.00
Lester W. Feezer	Acting Professor	June 20, 1938	Su.		700.00
*Alonzo H. Tuttle	Professor	June 20, 1938	1st term, Su.		350.00
*Robert E. Mathews	Professor	June 20, 1938	1st term, Su.		400.00
*Norman D. Lattin	Professor	June 20, 1938	1st term, Su.		360.00
*Frank R. Strong	Assistant Professor	July 28, 1938	2nd term, Su.		350.00
*Robert M. Hunter	Professor	July 28, 1938	2nd term, Su.		390.00
*Norman D. Lattin	Professor	July 28, 1938	2nd term, Su.		400.00
					period
<i>College of Medicine</i>					
<i>Pathology</i>					
Frank C. Andrus	Instructor	July 1, 1938	(12 months)		No salary
Norman O. Rothermich	Resident Pathologist	July 1, 1938	(12 months)		No salary
A. Lois Atkinson	Assistant (part time)	July 1, 1938	for 3 months		150.00
					period
<i>Physiological Chemistry</i>					
Alfred E. Brown	Graduate Assistant	Oct. 1, 1938		Au.Wi.Sp.	450.00
Chester J. Cavallito	Graduate Assistant	Oct. 1, 1938		Au.Wi.Sp.	450.00
<i>Surgical Research</i>					
Harlin Gill Knierim	Research Assistant	July 1, 1938	(12 months)		1,500.00
<i>Starling-Loving Hospital</i>					
<i>Administration</i>					
(To be named later)	Stenographer		(1)		1,020.00
<i>Nursing Care</i>					
Mary Gordon	Assistant Head Nurse, Third Wards	July 1, 1938	(3&4)		1,060.00
Margaret George	Assistant Head Nurse, 3-B	July 1, 1938	(3&4)		984.00
Marion Wood	Assistant Head Nurse, Obstetrics	July 1, 1938	(3&4)		660.00
Anne Keener	Assistant Head Nurse, Obstetrics	July 1, 1938	(3&4)		660.00
Maxine Radwell	General Duty Nurse	July 1, 1938	(3&4)		900.00
Carmela Briton	General Duty Nurse	July 1, 1938	(3&4)		900.00
Betty Finke	General Duty Nurse	July 1, 1938	(3&4)		900.00
Catherine Helman	General Duty Nurse	July 1, 1938	(3&4)		900.00
Robert Reaser	Orderly	July 1, 1938	(3&4)		684.00
<i>Medical and Surgical Service</i>					
C. R. Walters	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
Paul C. Foster	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
Charles R. Baber	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
Everitt O. Jeffreys	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
R. A. Hancock	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
Jack G. Greenfield	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
Robert C. Weaver	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
M. J. Thomas	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00
(To be named later)	Assistant Resident		(3&4 & room)		300.00
Sloan Wilson	Resident, 4th year	July 1, 1938	(3&4 & room)		600.00
Karl Klassen	Resident, 4th year	July 1, 1938	(3&4 & room)		600.00
Richard W. Zollinger	Resident, 4th year	July 1, 1938	(3&4 & room)		600.00
Karl T. Langacher	Resident, 4th year	July 1, 1938	(3&4 & room)		600.00
Donald L. Mahanna	Clinical Resident in Medicine	July 1, 1938	(3&4 & room)		600.00
Max A. Hammel	Assistant Resident, 3rd year	July 1, 1938	(3&4 & room)		300.00

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Emma H. Boyle	Assistant Resident, 3rd year	July 1, 1938 (3&4 & room)	300.00
Edmund R. Blower	Intern, 2nd year	July 1, 1938 (3&4 & room)	100.00
Robert F. Daly	Intern, 2nd year	July 1, 1938 (3&4 & room)	100.00
Robert A. Keating	Intern, 2nd year	July 1, 1938 (3&4 & room)	100.00
L. C. Roettig	Intern, 2nd year	July 1, 1938 (3&4 & room)	100.00
William F. Armstrong	Intern	July 1, 1938 (3&4 & room)	50.00
Emerson R. Hatcher	Intern	July 1, 1938 (3&4 & room)	50.00
Stewart M. Wilson	Intern	July 1, 1938 (3&4 & room)	50.00
Orven F. Yaw	Intern	July 1, 1938 (3&4 & room)	50.00
Morris B. Martin	Intern	July 1, 1938 (3&4 & room)	50.00
Austin Coulson	Intern	July 1, 1938 (3&4 & room)	50.00
Hall S. Wiedemer	Intern	July 1, 1938 (3&4 & room)	50.00

Urology

Lee Sharp	Resident	July 1, 1938 (3&4 & room)	600.00
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Dietary

Florence M. Smith	Waitress	June 10, 1938 (3&4)	588.00
Dema Osburn	Waitress	June 16, 1938 (3&4)	588.00

*Starling-Loving Hospital—Rotary. No. 7727**Nursing Care*

Chloe Compton	Head Nurse, 3rd Wards	July 1, 1938 (3&4)	1,300.00
Lynda Evans	Assistant Head Nurse	July 1, 1938 (3&4)	1,200.00
Julia Keeslar	Assistant Head Nurse	July 1, 1938 (3&4)	1,020.00
Eva Higgins	General Duty Nurse	July 1, 1938 (3&4)	900.00
Marjorie Flugge	General Duty Nurse	July 1, 1938 (3&4)	900.00
Irene Finch	General Duty Nurse	July 1, 1938 (3&4)	900.00
Eva Brunt	General Duty Nurse	July 1, 1938 (3&4)	900.00
Eunice Archibald	General Duty Nurse	July 1, 1938 (3&4)	900.00
Helen Burkhardt	General Duty Nurse	July 1, 1938 (3&4)	900.00
Florence Price	General Duty Nurse	July 1, 1938 (3&4)	900.00
Louise Reising	General Duty Nurse	July 1, 1938 (3&4)	900.00
Barbara Till	General Duty Nurse	July 1, 1938 (3&4)	900.00
Marjorie Walley	General Duty Nurse	July 1, 1938 (3&4)	900.00
Elsie Wilcox	General Duty Nurse	July 1, 1938 (3&4)	900.00
Martha Shelley	General Duty Nurse	July 1, 1938 (3&4)	900.00
Wanda Robinson	General Duty Nurse	July 1, 1938 (3&4)	225.00
Charlotte Richards	General Duty Nurse	July 1, 1938 (3&4) for 3 months period	225.00
Madeline Mason	General Duty Nurse	July 1, 1938 (3&4) for 3 months period	225.00
Dorothy Wilson	General Duty Nurse	July 1, 1938 (3&4) for 3 months period	225.00
Kathryn Wiedemer	General Duty Nurse	July 1, 1938 (3&4) for 3 months period	225.00

Graduate School

David F. Beard	Ohio Seed Improvement Association Fellow	July 1, 1938 (12 months)	1,200.00
Robert Parker Moore	Ohio Seed Improvement Graduate Fellow	July 1, 1938 (12 months)	600.00
Robert E. Zell	(Above salaries to be paid from Ohio Seed Improvement Association Fund) N. W. Lord Fellow	July 1, 1938 Su.Au.Wi.	750.00
Jean M. Ogden	George Davis Bivin Fellow	Oct. 1, 1938 Au.Wi.Sp.	300.00
Delmer C. Ports	(Miss Ogden's salary to be paid from George Davis Bivin Foundation Fund) Jansky and Bailey Fellow	Oct. 1, 1938 Au.Wi.Sp.	300.00
Edward Bordin	(Mr. Ports' salary to be paid from the Jansky and Bailey Fund) Assistant	June 20, 1938 Su.	75.00
	(Mr. Bordin's salary to be paid from appropriation authorized from the Interest on Endowment Fund)		period

*President's Division**Broadcasting Station*

Geneva Stephenson	Assistant Supervisor	July 1, 1938 (12 months)	600.00
	(Salary to be paid from Ohio School of the Air—F-9 Funds)		

Franz Theodore Stone Laboratory

William S. McArtor	Clerk	June 15, 1938 for 3 months	270.00
William A. Kennedy	Janitor	June 20, 1938 Su.	150.00
			period

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<i>Industrial Research</i>			
Herbert A. Crandall	Research Assistant	July 1, 1938 (12 months)	2,000.00
(Salary to be paid from Clensel Products, Inc. Fund—Rotary No. 7188)			
Elton N. Woodbury	Research Fellow	July 1, 1938 (12 months)	720.00
(Salary to be paid from National Association of Insecticide and Disinfectant Manufacturers' Fund—Rotary No. 7485)			
Joseph R. Gross	Research Investigator	July 1 to Sept. 30, 1938	225.00 period
T. H. Cheng	Research Assistant	July 1 to Sept. 30, 1938	150.00 period
(Salaries to be paid from the Dow Chemical Company Fund—Rotary No. 7178)			
<i>Administrative Division</i>			
<i>President's Office</i>			
Elinor Bayer	Stenographer	July 1, 1938 for 1 month	100.00 period
<i>Business Office</i>			
Josephine L. Curren	Typist	July 1, 1938	960.00
<i>Entrance Board</i>			
Frances Naylor	Assistant	July 1, 1938 (12 months)	900.00
<i>Stores and Receiving</i>			
Mary Wren	Typist	July 1, 1938	900.00
<i>Physical Plant Division</i>			
<i>Superintendent's Office</i>			
Alice Glick	Stenographer	July 1, 1938	1,200.00
<i>Police and Watchmen</i>			
James L. Beck	Policeman	July 1, 1938	1,440.00
Claire M. Carpenter	Nightwatchman	July 1, 1938	1,200.00
Charles A. Dolby	Nightwatchman	July 1, 1938 for 3 months	300.00 period
<i>Janitor Service</i>			
Homer J. Palmer	Janitor	July 1, 1938	1,200.00
<i>University Health Service</i>			
Dorothea Richards	Technical Assistant	July 1, 1938 (12 months)	1,000.00
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Changes in Title

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Home Economics</i>			
Winona Morgan	Assistant Professor	Associate Professor	Oct. 1, 1938
<i>Horticulture and Forestry</i>			
Donald Kiplinger	Student Laborer	Graduate Assistant (12 months)	July 1, 1938
Paul F. Bobula	Student Laborer	Graduate Assistant (12 months)	July 1, 1938
<i>College of Arts and Sciences</i>			
<i>Chemistry</i>			
Herrick L. Johnston	Associate Professor	Professor	Oct. 1, 1938
Harvey V. Moyer	Associate Professor	Professor	Oct. 1, 1938
<i>College of Education</i>			
<i>Education</i>			
Arthur H. Moehlman	Assistant Professor (part time)	Associate Professor (part time)	1st term, Su. only
<i>College of Law</i>			
Frank R. Strong	Assistant Professor	Associate Professor	Oct. 1, 1938
<i>College of Medicine</i>			
<i>Surgical Research</i>			
Mary E. Frame	Stenographer	Secretary	Oct. 1, 1938

*Starling-Loving Hospital**Nursing Care*

Esther Swendel	Assistant Head Nurse, 3-B	Head Nurse, 3-B	July 1, 1938
Roberta Philbrook	Instructor in Communicable Disease Nursing (Rotary No. 7727)	Supervisor in Communicable Disease Nursing (A-1)	July 1, 1938

*Starling-Loving Hospital—Rotary No. 7727**Nursing Care*

Blanche Skinner	Radium Nurse (A-1)	Night Supervisor (Rotary No. 7727)	July 1, 1938
Eliza Busenberg	General Duty Nurse	Night Supervisor	July 1, 1938
Helen Severns	Instructor in Gynecological Nursing	Supervisor, Gynecological Nursing	July 1, 1938
Ruby Potter	Instructor in Obstetrical Nursing	Supervisor, Obstetrical Nursing	July 1, 1938
Leonora Weaver	General Duty Nurse	Assistant Head Nurse, Obstetrics	July 1, 1938
Mayme E. Becker	General Duty Nurse	Assistant Head Nurse	July 1, 1938

*President's Division**Broadcasting Station*

William F. Heimlich	Announcer	Production Supervisor	July 1, 1938
*	*	*	*

Changes in Salary

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Agriculture</i>				
<i>Agricultural Education</i>				
Robert Barb	Stenographer (Salary paid from George-Hughes Fund)	July 1, 1938	\$1,404.00	\$1,500.00
Helen Killworth	Stenographer (Salary to be paid from Smith-Hughes Funds)	July 1, 1938	1,404.00	1,440.00
<i>Animal Husbandry</i>				
Ralph Butler	Student Laborer	June 1, 1938	240.00	360.00
Laysel N. Hochstetler	Student Laborer	June 1, 1938	240.00	360.00
Jack Rickly	Student Laborer	June 1, 1938	240.00	360.00
Ray Schwartz	Student Laborer	June 1, 1938	240.00	360.00
John Trumbull	Student Laborer	June 1, 1938	240.00	360.00
Robert Watts	Student Laborer	June 1, 1938	240.00	360.00
<i>College of Arts and Sciences</i>				
<i>Chemistry</i>				
Herrick L. Johnston	Professor	Oct. 1, 1938	4,200.00	4,356.00
Harvey V. Moyer	Professor	Oct. 1, 1938	3,708.00	4,008.00
<i>Geology</i>				
Carl A. Lamey	Instructor	Oct. 1, 1938	2,256.00	2,400.00
<i>College of Education</i>				
<i>Bureau of Educational Research—Rotary No. 7650</i>				
Louis M. Heil	Research Associate and Associate Professor (part-time)	July 1 to Sept. 30, 1938	875.00 period	486.00 period
<i>College of Law</i>				
Frank R. Strong	Associate Professor	Oct. 1, 1938	3,600.00	4,500.00
<i>College of Medicine</i>				
<i>Surgical Research</i>				
Mary E. Frame	Secretary	July 1, 1938	1,500.00	1,650.00
Ruth L. Bierbaum	Assistant	July 1, 1938	900.00	1,050.00
<i>Starling-Loving Hospital</i>				
<i>Nursing Care</i>				
Esther Swendel	Head Nurse, 3-B	July 1, 1938	1,020.00	1,200.00
Roberta Philbrook	Supervisor in Communicable Disease Nursing	July 1, 1938	1,392.00 (Rotary)	1,392.00 (A-1)

<i>Urology</i>				No. 7727)	
Gladys S. Robinson	Instructor in Urological Nursing	July	1, 1938	1,080.00	1,104.00
<i>Starling-Loving Hospital—Rotary No. 7727 Nursing Care</i>					
Blanche Skinner	Night Supervisor	July	1, 1938	1,200.00 (A-1)	1,500.00 (No. 7727)
Eliza Busenberg	Night Supervisor	July	1, 1938	900.00	1,500.00
Helen Severns	Supervisor, Gynecological Nursing	July	1, 1938	1,344.00	1,440.00
Leonora Weaver	Assistant Head Nurse, Obstetrics	July	1, 1938	900.00	1,080.00
Mayme E. Becker	Assistant Head Nurse	July	1, 1938	900.00	1,020.00
Beulah Ward	Assistant Head Nurse	July	1, 1938	900.00	1,020.00
<i>College of Veterinary Medicine</i>					
Clarence Woodhouse	Instructor	July	1, 1938	2,000.00	2,250.00
<i>Physical Plant Division Superintendent's Office</i>					
Ruth Shillingburg	Stenographer	July	1, 1938	1,260.00	1,320.00
*	*	*	*	*	*

Changes in Quarters of Service

Name	Title	From		To	
<i>College of Education</i>					
<i>Education</i>					
Burl N. Osburn	Instructor	Au.	Sp.	1937-1938 Su.) Au. Sp. '38)	
<i>Psychology</i>					
Raymond T. Kuhlen	Assistant	Su.	Au. Wi.	1938-1939	Au. Wi. Sp.
*	*	*	*	*	*

Miscellaneous Recommendations

That the effective date of the Howald Scholarship for the year 1938-1939 to which the Board of Trustees on June 13, 1938 appointed Julius R. Weinberg, be changed from July 1 to August 1, 1938, the scholarship to continue for twelve months after August 1st.

That the leave of absence, with salary, granted to Dwight P. Miller, County Agricultural Agent, at the meeting of the Board of Trustees on June 13, 1938, for the period October 1, 1938 to June 1, 1939, be changed to read "four months with salary, four months without salary."

That the leave of absence, with salary, granted to R. D. Bardeen, Extension Specialist, Agricultural Engineering, at a meeting of the Board of Trustees on June 13, 1938, for the first six weeks of the Summer Quarter be changed to read "three weeks with salary, three weeks without salary."

That Gustav H. Poesch, Assistant in the Department of Horticulture, be granted a leave of absence, without salary, for one year, effective October 1, 1938.

That expenditures from the income accruing from the John A. Bownocker Endowment Fund be made as follows:

\$75 to Paul R. Shaffer to apply on expenses incurred while doing field work for his Doctor's dissertation problem on the

geomorphology of the Walden Ridge region of eastern Tennessee;

\$75 to Daniel A. Busch to apply on expenses while doing field work for his Doctor's dissertation problem on the stratigraphy and fauna of the Niagaran series of western Ohio;

\$40 to Paris B. Stockdale, Ohio State University, to pay for stenographic hire in copying the final draft of a 450 page manuscript now completed on the Mississippian stratigraphy of Kentucky;

\$35 to W. Storrs Cole, Ohio State University, to apply on travel expenses incurred while doing field work in eastern Ohio, western Pennsylvania and southern New York on the physiography of these regions.

That the "Laboratory Deposit" fee from the Elementary School (University School), which Board regulations now require to be paid on the basis of \$15 for the Autumn Quarter, \$5 for the Winter and \$5 for the Spring Quarters, be changed to require payment of \$9 for the Autumn Quarter, \$8 for the Winter and \$8 for the Spring Quarters. The total fee charged remains the same but a more effective distribution of this income is hereby obtained.

That \$2000 be appropriated from H-8 Contributions for the use of the Ohio State University Association in the period July 1 to December 31, 1938.

That \$375 be appropriated from H-8 Contributions for the Ohio Journal of Science for its use from July 1 to December 31, 1938 in accordance with the usual practice in this matter.

That there be appropriated from H-8 Contributions \$750 for the use of the Ohio State University Y. M. C. A. for the period July 1 to December 31, 1938, as usual.

That there be appropriated from H-8 Contributions \$250 for the use of the Ohio State University Y.W.C.A. for the period July 1 to December 31, 1938, as usual.

That there be appropriated from H-8 Contributions \$200 for the use of the Agricultural Student, a periodical published by the students of the College of Agriculture, for the period July 1 to December 31, 1938.

That \$900 be appropriated from the Interest on Endowment Fund for the use of the University Research Foundation for maintenance purposes in the period July 1 to December 31, 1938, so far as needed. The Board of Directors of the Foundation will meet in November 1938 and will then have presented to them the matter of the maintenance of the Foundation and how far any funds in the hands of the Foundation may be called upon for this purpose. The above recommendation is therefore made pending the consideration and adoption of a general policy which the Board will now be in position to consider after two years of experience.

That a grant of \$200, payable from F-9, be made to the Committee on Study of Business Education, American Association of Collegiate Schools of Business for a study and survey of collegiate training for business.

That \$1,500 be appropriated from F-9, Commerce Extension, for the support of business conferences sponsored by the College of Commerce and Administration, to be held on the campus this fall. This is

in addition to the \$3,000 granted by the Board of Trustees on March 14, 1938, for this purpose.

That the President and Business Manager be authorized to expend from the appropriation for Commerce Extension such sums as may be necessary to purchase equipment needed in the College of Commerce and Administration.

That the positions of four General Duty Nurses in the Isolation Division provided in the budget to be paid from A-1, Nursing Care, be transferred to Rotary No. 7727 so that it will be possible to engage them when and as they may be needed. A salaried position does not permit this flexibility.

That the position of Floor Clerk budgeted at a salary of \$900 be transferred from A-1, Nursing Care, to Rotary No. 7727.

That the proposal of the Ohio Seed Improvement Association to establish a second fellowship in the Department of Agronomy, to be known as the Second Ohio Seed Improvement Association Fellowship, be approved. The proposal provides for the payment of \$600 to be paid in twelve monthly installments, beginning July 1, 1938, for the support of the Fellowship which will be devoted to the development of the state-wide seed improvement program. It is further recommended that the Chairman of the Board of Trustees be authorized to execute, on behalf of the University, a memorandum of agreement to carry out this proposal.

That the agreement between the Division of Conservation, and Ohio State University, the American Wildlife Institute and the Biological Survey, be continued for the year 1938-1939, effective July 1st.

That the contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation setting up the following project, be reported to the Board of Trustees for information and record:

National Paving Brick Association, Washington, D. C.—Investigation of Paving Brick and their use (known as Foundation Project No. 6—Station Project K-17B).

That the research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

Dow Chemical Company, Midland, Michigan—Investigation of the Application of Methyl Bromide for the Control of Household Insect Pests (known as Foundation Project No. 27);

National Association of Insecticide and Disinfectant Manufacturers, New York City—Investigation of methods of testing liquid household insecticides against crawling insects (known as Foundation Project No. 4-A);

Clensel Products, Inc., Tenafly, New Jersey—Investigation of the insecticidal value of Clensel (known as Foundation Project No. 3-A).

That the proposal of the firm of Jansky and Bailey, Consulting Radio Engineers, Washington, D. C., to establish a fellowship in Radio Communication and to give \$300 to support said fellowship during the school year 1938-1939, be accepted and the appreciation of the Board

of Trustees be appropriately expressed. This fellowship is to be known as the Jansky and Bailey Fellowship in Radio Communication.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$7,500 from the Rockefeller Foundation for research under the direction of Professor Frank A. Hartman, Department of Physiology, on the chemical and physiological aspects of the hormone of the adrenal cortex;

\$1,500 from the National Education Association for research in the field of traffic safety, to be carried on by the Bureau of Educational Research under the general supervision of Professor Edgar Dale;

\$1,500 from the Eli Lilly and Company (The Lilly Research Laboratories, Indianapolis, Indiana) for renewal of a fellowship in the Department of Bacteriology for the year 1938-1939 under the same terms and condition as for the year 1937-1938; \$600 from the Wallace and Tiernan Products, Inc., Belleville, New Jersey, for the renewal of a fellowship in the Department of Bacteriology for the year 1938-1939 under the same terms and conditions as for the year 1937-1938.

* * * * *

The Acting President now presented the following recommendation:

That the salary hitherto budgeted for a Director of the School of Nursing, namely, \$2,400, be increased to \$3,000 because of the difficulty of securing an adequately competent person for that position at the salary budgeted. Complications are presented by the large salaries of some teachers who will be continued in service next year.

Upon motion of Dr. Russell, seconded by Mr. Dargusch, the above recommendation was, upon roll call, not approved. The Board, however, advised the Acting President that when a suitable person had been selected for recommendation to the Board, to fill the position of Director of the School of Nursing, the salary would at that time be fixed by the Board.

* * * * *

Upon motion of Mr. Atkinson, seconded by Miss Campbell, the Board by unanimous vote restored the service of Professor William E. Henderson, Department of Chemistry, from half time to full time, effective July 1, 1938, at a salary of \$5,256 per annum.

Upon motion of Mr. Dargusch, seconded by Miss Campbell, it was ordered by unanimous vote that the contracts for Ruth Perkins Kuehn and Dorothy Rood, Associate Professors in the Department of Education, be made effective as of October 1, 1938, for three quarters of service—such service to be given in the Autumn, Winter and Spring Quarters of 1938-1939.

* * * * *

Acting President McPherson now presented the following recommendation:

That the title of Harold P. Fawcett, University School, be changed from Associate Professor to Associate Professor and Associate Director of the University School, effective October 1, 1938.

Upon motion of Mr. Thompson, seconded by Dr. Russell, the above recommendation of the Acting President was approved.

* * * * *

The Acting President presented the following recommendation:

That the salary of John W. Wilce, Director of the University Health Service, be increased from \$5,004 per annum to \$5,520 per annum, effective July 1, 1938; and that the salary of Margaret Cahill, Stenographer, University Health Service, be increased from \$1,080 per annum to \$1,200 per annum, effective July 1, 1938.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board by unanimous vote rejected the recommendation relative to an increase in salary for Dr. Wilce, and requested the Acting President to advise Dr. Wilce of the reasons for this action.

Mr. Dargusch then moved that the recommendation concerning an increase in salary for Margaret Cahill be approved. This motion was seconded by Dr. Russell, and the roll call resulted as follows:

Ayes: Messrs. Atkinson, Caton, Dargusch, Thompson, and Miss Campbell.

Nays: Doctors Altmaier and Russell.

The Chairman declared the motion carried.

* * * * *

The Board noted with regret the resignations of Professor William H. Cowley and of Professor Peter Odegard, effective October 1st, and requested the Acting President to send to each of these men, on behalf of the Board, a letter of recognition of their services at the University and an expression of good will and wishes for success and happiness in their new fields.

* * * * *

At this time, Mr. Theodore Tangeman, Mr. Harry R. Drackett, and Mr. John B. Fullen, representing the Housing Sub-Committee of the Board of Visitors of the Ohio State University Association, appeared before the Board and presented a comprehensive report of the study made by this committee as to the need for dormitory facilities for the men students on the Ohio State University campus.

Mr. Drackett explained the report to the Board in detail, and stated that his committee recommends unanimously:

- (1) That the Board of Trustees give approval to the proposal to construct dormitories for men;
- (2) that said dormitories be located in the area east of the Ohio Union and south of Twelfth Avenue; said units to provide space for approximately 480 students at an estimated cost of \$870,000;
- (3) that the construction be financed through the provisions of Senate Bill No. 492 and a grant by the Public Works Administration—\$478,500 to be provided by the University and \$391,500 by the Public Works Administration grant.

Mr. Dargusch moved that, in accordance with authority granted to the Board of Trustees by Senate Bill No. 492, the Board will give approval to the general project for constructing dormitories for men as recommended above by the Housing Committee; said dormitories

to make provision for approximately 480 students, at an estimated cost of \$870,000—\$478,500 of this amount to be provided by notes issued under authority of Senate Bill No. 492, and \$391,500 to be requested from the Federal Emergency Administration of Public Works as a grant to aid in financing the construction of said dormitories.

This motion was seconded by Mr. Atkinson and was upon roll call unanimously approved.

Upon motion of Mr. Thompson, seconded by Miss Campbell, the Board of Trustees by unanimous vote agreed to allocate the area lying between Eleventh and Twelfth Avenues and east of the Ohio Union as a site for such dormitories.

Mr. Dargusch offered the following resolution and moved its adoption:

Be It Resolved by the Board of Trustees:

Section 1. That the Secretary of the Board of Trustees be and he is authorized to execute and file an application on behalf of the Ohio State University to the United States of America for a grant to aid in financing the construction of Men's Dormitories;

Section 2. That Carl E. Steeb, Secretary of the Board of Trustees, Howard Dwight Smith, University Architect, and Herbert S. Duffy, Attorney General, be and they are hereby authorized and directed to furnish such information as the United States of America through the Federal Emergency Administration of Public Works may reasonably request in connection with the application which is herein authorized to be filed.

The above motion was seconded by Dr. Russell and upon roll call was unanimously approved.

* * * * *

Upon motion of Mr. Thompson, seconded by Miss Campbell, the Acting President was requested to formally express to the Board of Visitors the thanks and appreciation of the Board of Trustees for the splendid work which this committee has just completed.

The Board also requested the Board of Visitors to make a similar study in regard to the need for additional dormitories for women, and if possible, to have its report ready for submission to the Board of Trustees at its August meeting.

* * * * *

At the meeting of the Board held April 11, 1938, approval was given for the construction of an Addition to the Journalism Building, said construction to be financed jointly by the University from a special appropriation made for this purpose by the Legislature, and the Works Progress Administration of Ohio. The Secretary reported that the Works Progress Administration would be pleased to be relieved of this project, and recommended that it be turned into a Public Works Administration project.

The University Architect's estimate of cost for this improvement is approximately \$145,454, of which \$80,000 is now available from legislative appropriation, and on this amount, the Public Works Administration grant would be \$65,454.

Upon motion of Mr. Thompson, seconded by Mr. Dargusch, the Board by unanimous vote approved the above recommendation:

Mr. Thompson then offered the following resolution and moved its adoption:

Be It Resolved by the Board of Trustees:

Section 1. That the Secretary of the Board of Trustees be and he is authorized to execute and file an application on behalf of the Ohio State University to the United States of America for a grant to aid in financing the construction of an Addition to Journalism Building;

Section 2. That Carl E. Steeb, Secretary of the Board of Trustees, Howard Dwight Smith, University Architect, and Herbert S. Duffy, Attorney General, be and they are hereby authorized and directed to furnish such information as the United States of America through the Federal Emergency Administration of Public Works may reasonably request in connection with the application which is herein authorized to be filed.

The above motion was seconded by Mr. Dargusch, and upon roll call was unanimously approved.

* * * * *

The Secretary reported that the City Council of Columbus, in considering the request made by the Board of Trustees for the vacation of certain streets and alleys in land owned by the state of Ohio and bounded by the Olentangy River, Lane Avenue, Doe Alley, and Woodruff Avenue, is of the opinion that before these streets and alleys can be vacated, the width of Doe Alley, lying to the east of this area, should be extended from thirty feet to sixty feet. In order to do this, it would be necessary for the University to dedicate this additional strip of land—thirty feet in width—extending from Lane Avenue to Woodruff Avenue.

The Secretary explained that the Board of Trustees would have to secure the approval of the Legislature before it would have the authority to dedicate this strip of land to the city of Columbus.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Secretary was directed to advise the City Council, through the Chief Engineer of the city of Columbus, that the Board of Trustees favors the widening of Doe Alley, as suggested by the City Council, and that the Board will at the next session of the General Assembly of Ohio, make request for such authority. Upon roll call, the above motion was approved.

* * * * *

The Secretary now reported to the Board that bids for Greenhouses and Miscellaneous Equipment will be received on July 18th.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Cabinet was authorized, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary presented a request from Robert Marshall, Placement Agent, Ohio Commission for the Blind, relative to the establishment of a stand, in the room occupied by the United States Post Office, for the sale of candy, cigars, cigarettes, magazines, newspapers, etc.

Mr. Marshall stated that this request is in line with the policy incorporated in the Randolph Shepard bill, and he therefore asks the Board to authorize the Commission to set up such a stand.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, this request was declined because of the general rule of the Board of Trustees which does not permit the sale of merchandise on the University campus except through regularly constituted University divisions. Upon roll call, the above motion was unanimously approved.

* * * * *

The Secretary reported for record that under date of July 6, 1938, the Board of County Commissioners of Franklin County approved the construction of a trench across Lane Avenue to carry the service lines to the new Poultry Plant.

* * * * *

Satisfactory evidence having been presented that the original diploma has been damaged, it was moved by Mr. Dargusch, seconded by Dr. Altmaier and ordered by unanimous vote that a duplicate diploma be granted to Lee Spitler Lenz who received the degree of Doctor of Medicine on August 27, 1926.

It was further ordered that Asa Zadel Hall, A.B., be granted a Medical Certificate inasmuch as evidence has been presented that he received the degree of Doctor of Medicine from the Cleveland Homeopathic Medical College on April 6, 1903.

* * * * *

At this time, Messrs. George W. Eckelberry, Vice President, and J. B. Taylor, Secretary-Treasurer, representing the Board of Control of the Faculty Club, appeared before the Board of Trustees and explained the urgent need for additional space for Faculty Club purposes, stating that the Board of Control after having given this matter serious consideration respectfully requests the Board of Trustees to give approval to the securing of additional space for the use of the Faculty Club and to allocate a site on the campus where such a building may be constructed in case it is found undesirable to add more stories to the present Administration Building. This new construction would be financed from funds provided by the Club itself, plus a grant from the Federal Emergency Administration of Public Works.

Mr. Taylor stated that the Faculty Club has available at this time \$60,750 and that the Board of Control proposes to borrow \$30,000 which will make available a total of \$90,750. Added to this, a grant of \$74,250 from the Federal Emergency Administration of Public Works would make available the sum of \$165,000 for the construction of the first unit of such a building.

Mr. Thompson now offered the following motion:

That the Board of Trustees recognizes the need of additional facilities for the Faculty Club and therefore directs the Board of Control of the Faculty Club to present formal application to the Board of Trustees for such project, giving

assurance of its financial ability to furnish to the Trustees the \$90,750 suggested by the Committee.

Further, that the site for such building be determined at the next meeting of the Board, based upon a careful study of the campus.

The above motion was seconded by Mr. Dargusch and upon roll call was unanimously approved.

Mr. Thompson offered the following resolution and moved its adoption:

Be It Resolved by the Board of Trustees:

Section 1. That the Secretary of the Board of Trustees be and he is authorized to execute and file an application on behalf of the Ohio State University to the United States of America for a grant to aid in financing the construction of a Faculty Assembly Unit.

Section 2. That Carl E. Steeb, Secretary of the Board of Trustees, Howard Dwight Smith, University Architect, and Herbert S. Duffy, Attorney General, be and they are hereby authorized and directed to furnish such information as the United States of America through the Federal Emergency Administration of Public Works may reasonably request in connection with the application which is herein authorized to be filed.

The above motion was seconded by Mr. Dargusch and was upon roll call unanimously approved.

* * * * *

The Secretary reported for record the following Articles of Trust in respect of the trust created by Marietta Comly for the purpose of installing a Coleman Memorial Alcove to house the Coleman Medical Library:

ARTICLES IN TRUST

KNOW ALL MEN BY THESE PRESENTS: That I, MARIETTA COMLY, of the City of Columbus, Ohio, do hereby certify and declare that I have on this 18th day of November, 1932, made and constituted the trust herein set forth and have accordingly delivered and deposited in trust to, with and in the care, custody and control of the THE OHIO NATIONAL BANK OF COLUMBUS, and its successors, during the life of the trust hereby created, as such Trustee hereunder, and I do hereby give, grant, convey, transfer and assign to said Trustee and to its successors, in the trust hereby created, the following described property, to-wit:

Certificate of Deposit Number 95492, of The Ohio National Bank of Columbus, dated November 18th, 1932, for Twenty-one Thousand Dollars (\$21,000), standing in the name of MARIETTA COMLY; bearing interest at rate of 3% per annum.

TO HAVE AND TO HOLD the same unto the said THE OHIO NATIONAL BANK OF COLUMBUS, and its successors, in trust however, for the uses and purposes following, to-wit:

To collect the income and interest, and manage and control the same in its best judgment and discretion, in the in-

terest and for the benefit of said fund and of the cestui que trust of the reversion of said fund as herein provided, and to dispose of the same as follows, to-wit:

Should at any time during the life of the trust hereby created, my Trustee hereunder desire to re-invest said funds, said re-investment shall be made in United States Government securities, and thus continuing throughout the life time of the trust aforesaid.

1. The net income thereof to be paid to MARIETTA COMLY, until such time as the "COLEMAN MEMORIAL ALCOVE" shall have been built and "BRONZE TABLET OF DR. N. R. COLEMAN", deceased, shall have been cast, and should said MARIETTA COMLY, deceased, before the ALCOVE and TABLET have been built and cast, then said net income shall accumulate until such time as said ALCOVE and TABLET shall have been built and cast.

2. Not to exceed Twenty Thousand Dollars (\$20,000) of the principal of said trust fund, and such accumulated interest shall be used for the purpose of installing a "COLEMAN MEMORIAL ALCOVE" in connection with one of the buildings now located, or to be hereafter erected, on the campus at Ohio State University and Five Hundred Dollars (\$500) to be used for the casting of a "BRONZE TABLET OF DR. N. R. COLEMAN", which TABLET shall be placed in said ALCOVE.

3. Out of the balance of said fund, the Trustee shall be compensated for its services and reimbursed for any and all expenses incurred in the administration of said trust.

4. The balance of said fund shall be paid to the Executors or Administrators of the Estate of MARIETTA COMLY.

The COLEMAN MEMORIAL ALCOVE shall be constructed as near as can be according to the photograph of sketch hereto attached, signed by MARIETTA COMLY, marked Exhibit "A" and made a part hereof.

The BRONZE TABLET shall be cast from the picture of Dr. N. R. Coleman, deceased, which picture has been signed by MARIETTA COMLY, marked Exhibit "B" and made a part hereof.

I hereby authorize and instruct my Trustee herein appointed or its successors, to advance to THE OHIO STATE UNIVERSITY, such funds, as it, in its discretion, deems best and proper after work on said ALCOVE has been begun.

And I further instruct my Trustee to rely upon the affidavit of the then business manager of THE OHIO STATE UNIVERSITY, relative to the estimates of expense in the construction and furnishings of the COLEMAN MEMORIAL ALCOVE.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name to duplicates hereof, on this 18th day of November, A. D. 1932.

Signed and acknowledged
in the presence of:

FRANCES M. SNIDER }
JOHN F. DRAKE } Signed

(Signed) MARIETTA COMLY

Columbus, Ohio, November 18th, 1932.

7-11-'38

The undersigned hereby acknowledges receipt from MARIETTA COMLY of property mentioned and described in the foregoing Articles of Trust.

THE OHIO NATIONAL BANK OF COLUMBUS

By (Signed) NEATH O. JONES

Vice President.

* * * * *

The Board now fixed the salary of Acting President William McPherson at the monthly rate appropriated for the position of President, less the amount now received by Dr. McPherson as Dean Emeritus and from the State Teachers Retirement System. The net additional amount to be paid to the Acting President will therefore be \$614.38 per month.

* * * * *

Thereupon the Board adjourned to met on Thursday, August 11, 1938, 9:00 A. M., at Gibraltar Island.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND SECOND MEETING OF THE BOARD OF TRUSTEES

Gibraltar Island, Ohio, August 11, 1938.

The Board of Trustees met on Gibraltar Island, Ohio, at 9:00 A. M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Carlton S. Dargusch, and Dr. Burrell Russell.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Dr. Carl W. Gay and Mr. George W. Eckelberry, President and Vice President, respectively, of the Board of Control of the Faculty Club, appeared before the Board and presented a report covering the actions of the Board of Control of the Faculty Club with reference to the proposed new Faculty Assembly Unit. They stated that in accordance with the action taken by the Board of Trustees on July 11, 1938, the active members of the Faculty Club at a meeting held July 26, 1938, authorized the Board of Control of the Faculty Club to present a formal application for the above project, and to request the Board of Trustees to take the following steps:

- (a) to appropriate a site on the campus for the construction of a new Faculty Club Building, to be referred to on the plat of the campus as "The Faculty Assembly Unit," which site shall be one of the following, named in order of the preference of the Board of Control; the site now temporarily occupied by the State Board of Health, at the northeast end of and overlooking Mirror Lake, or the northeast corner of Seventeenth Avenue and College Road;
- (b) to institute negotiations with the Public Works Administration of the United States Government for a construction project for a new Faculty Club Building on the site chosen and to make application therefor at the earliest convenient date prior to September 30, 1938.

The officers of the Faculty Club gave assurance to the Board that, pursuant to the above stated authority, the Board of Control has authorized its Treasurer to pay to the Treasurer of the University the sum of \$60,000 (representing the amount of cash and the value of securities now in the hands of the Treasurer of the Faculty Club), as a partial contribution from the Faculty Club toward the cost of said project. The Board of Control has also secured the assurance of the willingness of two banks in the city of Columbus to lend to the Board of Control the sum of \$30,750 which the Treasurer of the Faculty Club will pay to the Treasurer of the University when such sum may be needed, thus making a total contribution of \$90,750 from the Faculty Club toward the construction costs of this project.

Formal action on the above application was deferred until later in the meeting.

* * * * *

The University Architect presented the detailed drawings, specifications, estimate of cost, bill of materials and form of proposal for the Addition to Journalism Building which is to be constructed as a Public Works Administration project. This project was authorized by the Board of Trustees at its meeting held July 11, 1938, at an estimated cost of \$145,454, of which \$80,000 is now available from legislative appropriation for this purpose and the balance of \$65,454 is to be supplied by a grant from the Public Works Administration.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the drawings, specifications, estimate of cost, bill of materials and form of proposal were upon roll call unanimously approved, and the Secretary was directed to present same to the Director of Public Works for his approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

The University Architect now presented a building site plan of the southeast portion of the University campus, and recommended a definite location for the proposed Men's Dormitory Unit as indicated on said plan.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Board by unanimous vote approved the site as recommended by the University Architect.

* * * * *

Acting President McPherson stated that in accordance with the request of the Board of Trustees, the Housing Sub-Committee of the Board of Visitors of the Ohio State University Association has made a study as to the need for additional dormitory facilities for women students on the University campus. As a result of this study, the committee is of the opinion that the need for additional dormitory facilities for women is apparent.

The committee therefore recommends:

- (1) that the Board of Trustees give consideration to the proposal to construct additional Dormitories for Women;
- (2) that said Dormitories provide space for approximately 240 women students at an estimated cost of \$522,000;
- (3) that the construction be financed through the provisions of Senate Bill No. 492 and a grant from the Public Works Administration—\$287,100 to be provided by the University and \$234,900 by the Public Works Administration grant.

Dr. Russell moved that, in accordance with authority granted to the Board of Trustees by Senate Bill No. 492, the Board give approval to the general project for constructing additional dormitories for women as recommended above by the Housing Committee of the Board of Visitors; said dormitories to make provision for approximately 240 women students at an estimated cost of \$522,000—\$287,100 of this amount to be provided by notes issued under authority of Senate Bill No. 492, and \$234,900 to be requested from the Federal Emergency

Administration of Public Works as a grant to aid in financing the construction of said dormitories.

This motion was seconded by Dr. Altmaier and was upon roll call unanimously approved.

* * * * *

The University Architect now presented the site plan showing the proposed additions to the Dormitories for Women, and recommended that the site of the proposed additional units be located contiguous to Oxley Hall and Mack Hall as shown on the site plan.

Upon motion of Dr. Russell, seconded by Mr. Dargusch, the site for the proposed additions to Women's Dormitories, as recommended by the University Architect, was upon roll call unanimously approved.

* * * * *

Dr. Russell offered the following resolution and moved its adoption:

Be It Resolved by the Board of Trustees:

SECTION 1. That the Secretary of the Board of Trustees be and he is authorized to execute and file an application on behalf of the Ohio State University to the United States of America for a grant to aid in financing the construction of Women's Dormitories:

SECTION 2. That Carl E. Steeb, Secretary of the Board of Trustees, Howard Dwight Smith, University Architect, and Herbert S. Duffy, Attorney General, be and they are hereby authorized and directed to furnish such information as the United States of America through the Federal Emergency Administration of Public Works may reasonably request in connection with the application which is herein authorized to be filed.

The above motion was seconded by Dr. Altmaier and upon roll call was unanimously approved.

* * * * *

Acting President McPherson presented the following recommendations:

That John N. Wolfe be appointed an Instructor in the Department of Botany for the Autumn, Winter and Spring Quarters of the year 1938-1939 at an annual salary rate of \$1,800.

Upon motion of Dr. Russell, seconded by Mr. Dargusch, the above appointment was upon roll call unanimously approved.

That Edna DeBolt be appointed an Instructor in the University School for the Autumn, Winter and Spring Quarters of the year 1938-1939 at an annual salary rate of \$2,025.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the above appointment was upon roll call unanimously approved.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the following recommendations as presented by Acting President William McPherson were upon roll call unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
R. R. Starbuck	Co. Agr. Agent, Gallia County	Aug. 31, 1938	\$ 2,700.00
<i>College of Agriculture</i>			
<i>Agricultural Chemistry</i>			
Alvin C. Wolfe	Graduate Assistant	June 30, 1938	450.00
<i>Botany</i>			
Robert B. Gordon	Assistant Professor	Sept. 30, 1938	2,100.00
<i>Dairy Technology</i>			
T. V. Armstrong	Creamery Manager	July 31, 1938	625.00
<i>Home Economics</i>			
Carolyn L. Starbuck	Graduate Assistant	June 30, 1938	450.00
<i>Rural Economics</i>			
R. H. Baker	Research Assistant	July 31, 1938	600.00
Lillian E. Wilson	Stenographer	Aug. 31, 1938	1,020.00
<i>College of Arts and Sciences</i>			
<i>Administration</i>			
E. Cornelia Kale	Stenographer	Aug. 31, 1938	1,092.00
Elizabeth Chandler	Stenographer	Sept. 17, 1938	1,080.00
<i>Bacteriology</i>			
Oliver N. Fellowes	Assistant	Sept. 30, 1938	1,000.00
Paul J. Kadull	Animal Attendant	Sept. 30, 1938	900.00
Herman A. Dettwiler	Graduate Assistant	June 30, 1938	450.00
Fred W. Gallagher	Graduate Assistant	June 30, 1938	450.00
Margaret D. Heise	Graduate Assistant	June 30, 1938	450.00
<i>English</i>			
Robert E. Brittain	Instructor	Sept. 30, 1938	1,800.00
John L. Cutler	Assistant	Sept. 30, 1938	954.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Mary Ida Macomber	Stenographer	Aug. 31, 1938	1,200.00
<i>College of Education</i>			
<i>Bureau of Educational Research</i>			
Mary Ann Porter	Bibliographical Assistant	July 31, 1938	1,260.00
Mary M. Price	Stenographer	Aug. 31, 1938	1,200.00
<i>Education</i>			
Forrest L. Shoemaker	Instructor	Sept. 30, 1938	2,316.00
<i>Music</i>			
Dorothy J. Lord	Instructor	July 27, 1938	400.00
<i>College of Engineering</i>			
<i>Electrical Engineering</i>			
Ralph E. Bailey	Graduate Assistant	June 30, 1938	450.00
Frederic R. Ainslie	Graduate Assistant	June 30, 1938	450.00
<i>College of Medicine</i>			
<i>Physiology</i>			
Saul L. Cohen	Research Assistant (Rockefeller)	Aug. 31, 1938	3,000.00
<i>Starling-Loving Hospital</i>			
<i>Nursing Care</i>			
Maxine Radwell	General Duty Nurse	July 31, 1938	900.00
Barbara Till	General Duty Nurse	July 31, 1938	900.00

<i>Dietary</i>			
Bessie Shank White	Assistant Cook	July 31, 1938	588.00
<i>President's Division</i>			
<i>Broadcasting Station</i>			
C. S. Bidlack	Technical Supervisor	Sept. 15, 1938	2,256.00
<i>Library</i>			
Gwen Meredith	Library Assistant	Aug. 31, 1938	1,020.00
Marianna Schaupp	Library Assistant	Sept. 15, 1938	1,020.00
Edwin N. Hughes	Library Assistant	Sept. 30, 1938	1,020.00
A. Elmore Price	Library Assistant	Aug. 15, 1938	900.00
Kathleen Clary	Library Assistant	Sept. 30, 1938	900.00
<i>Physical Plant Division</i>			
<i>Roads and Grounds</i>			
Harold C. Esper	Assistant Landscape Gardener	July 31, 1938	2,700.00
<i>Janitor Service</i>			
E. J. Nutt	Janitor (Retired)	July 31, 1938	360.00
(Mr. Nutt died July 12, 1938)			
<i>University Health Service</i>			
Earl Baxter	Physician, University School	June 30, 1938	1,000.00
Ruth St. John	Assistant Physician, University School	June 30, 1938	300.00
<i>Pomerene Refectory</i>			
Jean Walters	Assistant Manager	July 31, 1938	900.00
<i>Athletics</i>			
Floyd S. Stahl	Assistant Professor, Baseball Coach, Assistant Football Coach and Basketball Coach	June 30, 1938	3,720.00
Howard H. Blair	Instructor, Assistant Football and Track Coach	June 30, 1938	1,200.00
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Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
C. C. Allison	Extension Plant Pathologist	Sept. 1, 1938		\$3,800.00
Everett G. Rover	Co. Agr. Agent, Gallia County	Sept. 1, 1938		2,400.00
Gerald H. Huffman	Asst. Co. Agr. Agent, Clinton County	July 1, 1938		1,800.00
Donald F. Rehl	Asst. Co. Agr. Agent, Ross County	Sept. 1, 1938		1,800.00
Lloyd Truxal	Instructor in Floriculture	Oct. 1, 1938		1,800.00
<i>College of Agriculture Administration</i>				
Marguerite Clark	Stenographer	Aug. 1, 1938		1,050.00
(Salary to be paid as follows: \$450 from A-1; \$600 from Agricultural Extension)				
<i>Agricultural Chemistry</i>				
Virginia R. Ebright	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Agricultural Education</i>				
Thomas J. Horne	Research Assistant	Sept. 1, 1938 for 10 months		400.00 period
(Salary to be paid from George-Deen funds)				
<i>Dairy Technology</i>				
Howard G. Dissly	Dairy Superintendent	Aug. 1, 1938 (12 months)		1,500.00
(Salary to be paid from Rotary No. 7250)				

<i>Home Economics</i>					
Mabel Combs Joyce	Instructor	Sept. 1, 1938 for 10 months		1,750.00	period
(Special Contract)	(Salary to be paid from George-Deen Funds)				
Marion L. Carr	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
(Salary to be paid from Home Economics Nursery School Fund—Rotary No. 7310)					
Lucille E. Wagner	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
(Salary to be paid from Pomerene Refectory Fund—Rotary No. 8228)					
<i>Horticulture and Forestry</i>					
Lloyd Truxal	Instructor	Oct. 1, 1938 (12 months)		1,236.00	
<i>College of Arts and Sciences</i>					
<i>Bacteriology</i>					
Fred W. Gallagher	Assistant	Oct. 1, 1938	Au.Wi.	666.00	period
Paul J. Kadull	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
Richard A. Ormsbee	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
Warner W. Carlson	Graduate Assistant	Jan. 1, 1939	Wi.Sp.	300.00	period
Charles W. Botts	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
<i>English</i>					
Harry Graff	Instructor	Jan. 1, 1939 Su.)	Wi.Sp.	1,800.00	
T. A. Barnhart	Assistant	June 20, 1938 Su.		159.00	period
Lowell Leland	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
Margret Trotter	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
<i>History</i>					
Neal Southard	Reader	June 20, 1938 Su.		100.00	period
<i>Political Science</i>					
Earl E. Warner	Instructor	Oct. 1, 1938	Au.Wi.Sp.	1,800.00	
<i>College of Commerce and Administration</i>					
<i>Business Organization</i>					
John R. Roller	Reader	July 28, 1938 2nd term, Su.		25.00	period
<i>Economics</i>					
Edgar E. Poulton	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
Gordon W. McKinley	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
<i>Geography</i>					
Clarence Heskett	Assistant	July 28, 1938 2nd term, Su.		150.00	period
<i>College of Education</i>					
<i>Administration</i>					
Virginia Glassmacher	Clerk	July 1, 1938		1,140.00	
Anne C. Beaman	Clerk	July 1, 1938 for 2½ months		220.00	period
Ruth Vaughters	Stenographer	Aug. 1, 1938 for 2½ months		187.50	period
Marguerite J. McCoy	Stenographer (part time)	July 1, 1938		480.00	
<i>Bureau of Educational Research</i>					
Audrey Knowlton	Bibliographical Assistant	Aug. 1, 1938 (12 months)		1,260.00	
Alice L. Crist	Research Assistant	Oct. 1, 1938 (12 months)		1,200.00	
William J. Jones	Research Assistant	Oct. 1, 1938 (12 months)		1,200.00	
John G. Odgers, Jr.	Research Assistant	July 1, 1938 (12 months)		No salary	
Edna R. Cooke	Stenographer	Oct. 1, 1938		1,200.00	
Louise English	Stenographer	Oct. 1, 1938		1,200.00	
Bernice Devine	Stenographer	Sept. 1, 1938 for 1 month		100.00	period
<i>Education</i>					
James D. Teller	Instructor	Oct. 1, 1938	Au.Wi.Sp.	2,004.00	
Orin B. Graff	Instructor	Oct. 1, 1938	Au.Wi.Sp.	2,004.00	
Merle R. Sumption	Assistant	Oct. 1, 1938	Au.Wi.Sp.	801.00	
Clarence C. Ross	Assistant	Jan. 1, 1939	Wi.Sp.	600.00	period
W. L. Sprouse	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00	
John R. Ludington	Graduate Assistant	Oct. 1, 1938 Su.)	Au.Wi.	450.00	'39)

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William A. Hackett	Assistant	July 28, 1938 2nd term, Su.	75.00
Elizabeth D. Gelvin	Assistant	July 28, 1938 2nd term, Su.	50.00
Lester E. Angene	Assistant	July 28, 1938 2nd term, Su.	50.00
Kenneth W. Brown	Graduate Assistant	July 28, 1938 2nd term, Su.	50.00
<i>Music</i>			
Marguerite L. Miller	Instructor	Oct. 1, 1938 Au.Wi.Sp.	1,860.00
Eleanor Anawalt	Instructor (part time)	July 28, 1938 2nd term, Su.	200.00
<i>University School</i>			
Barbara Brown	Assistant	Oct. 1, 1938 Au.Wi.Sp.	450.00
(Salary to be paid from Laboratory Supply Store—Pro Rata Funds)			
<i>College of Engineering</i>			
<i>Electrical Engineering</i>			
(To be named later)	Graduate Assistant	Oct. 1, 1938 Au.Wi.Sp.	450.00
(Salary to be paid from funds to be deposited by Professor F. C. Caldwell)			
<i>Engineering Experiment Station</i>			
Charles J. Koenig	Research Engineer	July 26, 1938 (12 months)	2,400.00
(Salary to be paid from the Great Lakes Foundry Sand Company Fund)			
<i>College of Medicine</i>			
<i>Anatomy</i>			
Morris B. Guthrie	Instructor (part time)	Oct. 1, 1938 Au.Wi.Sp.	900.00
Homer I. Keck	Assistant (part time)	Oct. 1, 1938 Au.Wi.Sp.	450.00
<i>Physiology</i>			
Gordon C. Ring	Assistant Professor	Oct. 1, 1938 Au.Wi.Sp.	3,500.00
Saul L. Cohen	Instructor	Oct. 1, 1938 Au.Wi.Sp.	3,000.00
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Edythe Mae Massey	Clerk	Aug. 1, 1938 for 6 months	(1) 510.00
<i>Nursing Care</i>			
Priscilla K. Hall	Director of the School of Nursing	Aug. 27, 1938 (12 months)	3,600.00
Anne Madaras	General Duty Nurse	Aug. 1, to Sept. 30, 1938	(3&4) 150.00
Margaret R. Kornis	Nurses Aide	July 1, 1938	(3&4) 504.00
*Jane Ryan	General Duty Nurse	July 15 to Sept. 30, 1938	(3&4) 900.00
*(Salary paid from Rotary No. 7727)			
<i>Laboratories</i>			
Harry H. Henderson	Resident in Pathology	Aug. 1, 1938 (3&4 & room)	300.00
(\$300 to be transferred from Department of Pathology to Hospital)			
<i>Radium Therapy</i>			
Verna Bowyer	Radium Nurse	July 11, 1938	(3&4) 1,200.00
<i>Dietary</i>			
Loma Jeanne Yeamans	Waitress	July 1, 1938	(3&4) 588.00
Billie L. Linn	Diet Kitchen Helper	July 23, 1938 for 1 month and 9 days	(3&4) 63.22
<i>College of Veterinary Medicine</i>			
Robert J. Cyrog	Graduate Assistant	July 1, 1938 for 3 months	112.50
<i>Graduate School</i>			
Herman A. Dettwiler	Eli Lilly and Company Fellow	Oct. 1, 1938 (12 months)	900.00
(Salary to be paid from the Eli Lilly and Company Fund)			
Margaret D. Heise	Wallace and Tiernan Fellow	Oct. 1, 1938 (12 months)	480.00
(Salary to be paid from the Wallace and Tiernan Products, Inc. Fund)			
Harold E. Wilcox	National Aluminate Fellow	July 1, 1938 for 6 months	300.00
(Salary to be paid from the National Aluminate Corporation Fund)			

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James D. King	Research Assistant	July 1, 1938 for 6 months	200.00
(Salary to be paid as follows: \$100 from Iodine Research Fund			period
		\$100 from Graduate School Rotary No. 7230)	
Howard McDonald	Scholar	Oct. 1, 1938 Au.Wi.Sp.	250.00

*President's Division**Broadcasting Station*

Andrew L. Hamerschmidt	Technical Supervisor	Sept. 15, 1938 (12 months)	2,256.00
Eugene Cafege	Assistant Operator	Sept. 1, 1938 for 1 month	110.00
*Irona Winterrowd	Stenographer	Aug. 15, 1938	960.00
*(Salary to be paid from Ohio School of the Air—F-9 Funds)			

Franz Theodore Stone Laboratory

David C. Chandler	Assistant Professor	Oct. 1, 1938 Au.Wi.Sp.	2,500.00
Leonard J. Bodenlos	Assistant	Oct. 1, 1938 Au.Wi.Sp.	500.00
Pearl C. Chandler	Librarian	Oct. 1, 1938 Au.Wi.Sp.	500.00
(Salaries paid from Division of Conservation—Stone Laboratory Funds) period			

Industrial Research

Eugene D. Witman	Research Fellow	July 9 to Sept. 30, 1938	520.97
Howard W. Brody	Graduate Assistant	July 15, 1938 to May 31, 1939	527.42
(Salaries to be paid from Sherwin-Williams Company Funds—Rotary No. 7705) period			

Library

Norman O. Pierce	Library Assistant	Aug. 15, 1938	900.00
Claude M. Hayes	Library Assistant	Oct. 1, 1938	900.00

Ohio Biological Survey

Elizabeth A. Davis	Office Assistant (part time)	July 1, 1938	360.00
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University Health Service

Ruth H. St. John	Physician, University School	Sept. 1, 1938 for 10 months	1,000.00
period			

Summer Quarter Recreation

Howard G. Danford	Assistant (part time)	July 28, 1938 2nd term, Su.	75.00
(Salary to be paid from General Activities Fee Funds) period			

Athletics

Kenneth O. Stark	Assistant Trainer	Sept. 1, 1938 for 5 months	750.00
period			

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Changes in Title

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Botany</i>			
Ralph O. Freeland	Instructor	Assistant Professor	Oct. 1, 1938
<i>College of Arts and Sciences</i>			
<i>English</i>			
E. L. Marilla	Assistant	Instructor	Oct. 1, 1938
John F. Moore	Assistant	Instructor	Oct. 1, 1938
<i>School of Journalism</i>			
James E. Pollard	Associate Professor	Professor	Oct. 1, 1938
<i>College of Education</i>			
<i>University School</i>			
Cecile C. Swales	Instructor	Instructor and Teacher in Charge of Elementary School	Oct. 1, 1938
* * * * *			

Changes in Salary

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Arts and Sciences</i>				
<i>English</i>				
E. L. Marilla	Instructor	Oct. 1, 1938	\$ 954.00	\$1,800.00
John F. Moore	Instructor	Oct. 1, 1938	954.00	1,800.00
William Sutton	Assistant	Oct. 1, 1938	450.00	954.00
<i>University Health Service</i>				
Dorothea Richards	Technical Assistant	July 1, 1938	1,000	1,200.00
(Salary paid from General Activities Fee Funds)				
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Changes in Quarters of Service

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Home Economics</i>			
Florence Petzel	Assistant Professor (part time)	Wi.Sp.	Su. Wi.Sp.
*	*	*	*

*Miscellaneous
Recommendations*

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid by the University from the Interest on Endowment Fund:

George F. Arps, Dean of the Graduate School, to attend a meeting of educators to be held at Columbia University, October 8-12, 1938, for the purpose of appraising the work leading to advanced degrees in education.

That Harold E. Burt, Professor in the Department of Psychology, be designated as Acting Chairman of the Department of Psychology for the year 1938-1939, effective July 1, 1938.

That, in order to adjust the teaching and research activities of the Department of Civil Engineering and the Engineering Experiment Station, the following transfers be made:

- (1) Professor C. E. Sherman, with a salary of \$3,600 for two-thirds service in the Department of Civil Engineering, to be transferred to the Engineering Experiment Station as Research Professor of Civil Engineering, part-time, at the same salary. (Professor Sherman will retain his part-time professorship in the Department of Civil Engineering at no salary.)
- (2) Associate Professor G. E. Large, with a salary of \$2,375 from the Engineering Experiment Station and \$1,632 from the Department of Civil Engineering, to be placed in the Department of Civil Engineering with a salary of \$4,007 for full-time service in that department.

These transfers involve no increase in the budget of the College of Engineering.

That Lillian Peek, Assistant Professor in Home Economics, (George-Deen), be placed on the 10 months basis, effective September 1, 1938, at a salary of \$3,300 for the period.

That George H. Parrot, Jr., Demonstrating Assistant in the Col-

lege of Dentistry, be placed on a 12 months basis, effective July 1, 1938, at an annual salary of \$900.

That the Business Manager be authorized to pay to Robert E. Brittain, former Instructor in the Department of English, in full, the credit standing to his account amounting to \$600, for teaching during the Summer Quarter of 1938; said sum to be paid in four monthly installments, beginning with October, 1938.

That Sidney C. Sufrin, Instructor in the Department of Economics, be granted a leave of absence, without salary, for one year beginning October 1, 1938, to accept a position as economist in the International Labor Office in Geneva.

That Adele Broady Rees, Diet Kitchen Helper, Starling-Loving Hospital, be granted a temporary leave of absence, without salary, effective July 18, 1938 because of illness.

That, in accordance with the Board resolution adopted under date of May 10, 1937 and upon the recommendation of Director H. C. Ramsower and Dean John F. Cunningham, the following leaves of absence, with salary, be granted:

F. P. Taylor, County Agricultural Agent, Jefferson County, from September 30 to December 31, 1938, for one quarter's advanced study at Ohio State University;

H. F. Thayer, County Agricultural Agent, Fairfield County, from September 15 to December 31, 1938, for study at Michigan State College;

Joseph Henry Boyd, Extension Specialist, Vegetable Gardening, from September 30 to December 23, 1938, for advanced study at Ohio State University;

Jesse E. Whonsetler, County Agricultural Agent, Franklin County, from September 15, 1938, to January 30, 1939, for study at the University of Southern California;

Rossie B. Greer, Home Demonstration Agent, Lake County, from September 15, 1938 to February 1, 1939, for graduate study in Claremont Colleges, Claremont, California;

Walter Bluck, County Agricultural Agent, Clinton County, from September 30 to December 25, 1938, for study at Ohio State University;

Addis H. Barthelmeh, County Home Demonstration Agent, Stark County, from September 15, 1938 to June 19, 1939 for study at Wisconsin University and observation of Extension work done in that state. (The first four months are to be taken with salary, and the remaining time without salary.)

That a laboratory fee of \$2 per quarter per student be authorized for Education 407, the proceeds of this fee to be set up as a Rotary Fund to be used for the rental of tabulating machines, the purchase of tests, printing, the purchase of other supplies, and the employment of labor and services in connection with the laboratory.

That a Gymnasium fee of \$1 per quarter be added to the fees assessed pupils in the Elementary School.

That the Board of Trustees authorize the Business Manager to accept from Henry Holt and Company royalties on the sale of the book "Were We Guinea Pigs?" published jointly by the faculty and students

of the University School in accordance with the contract executed on December 2, 1937.

Expenditures of all monies thus collected are to be made upon recommendation of the Director of the University School with the approval of the Dean of the College of Education and all such expenditures are to be for the benefit and in support of the University School program and activities.

A copy of the publisher's contract is to be filed in the office of the Business Manager of the University.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$7,200 from the General Education Board of New York City, to enable a selected group of persons interested in school broadcasting to attend the summer workshops of the Progressive Education Association (to be credited to Rotary No. 7661);

\$5,000 from Mr. Julius F. Stone, of Columbus, Ohio; this makes a total of \$15,000 which Mr. Stone has contributed to date toward the construction of a Cyclotron which will be used by various departments of the University;

\$125 from Mr. William Wallace Kincaid of Youngstown, New York. This is the first quarterly payment toward the renewal of the Kincaid Fellowship amounting to \$500 for research in nutrition under the direction of Dr. George M. Curtis;

\$200 from William R. Kenan, Jr., of Lockport, New York, for experimental work in the College of Dentistry with the Department of Agricultural Chemistry in the College of Agriculture (to be credited to Rotary No. 7360);

\$200 from Sears Roebuck and Company in support of a sophomore scholarship in the College of Agriculture, which has been awarded to Noland Vandemark of Columbus Grove, Ohio;

\$500 from Mr. Fred Lazarus, Jr., of Columbus, Ohio, to be credited to the School of Social Administration Fund, Rotary No. 7722.

That the contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation setting up the following project be reported to the Board of Trustees for information and record:

Great Lakes Foundry Sand Company, Detroit, Michigan—
Investigation of the use of Syenite in Ceramic Bodies—
(known as Foundation Project No. 25-A).

That the research agreement hitherto entered into between the Ohio State University and the Ohio State University Research Foundation setting up the following project be reported to the Board of Trustees for information and record:

Central Soya Company, Fort Wayne, Indiana—Investigation
of the comparative value of certain rations of reducing
the mortality of chicks (known as Foundation Project
No. 24).

That the President be authorized to make minor readjustments of items in the budget of the Ohio School of the Air, as approved by the

Board of Trustees on June 13, 1938, provided that such readjustments shall conform with the following major classifications approved by the Board, as follows:

Operating Staff	\$ 4,170
Building and equipment	7,480
Printing and travel	400
Program production	950
	<hr/>
	\$13,000

That, in accordance with the recommendation of the University faculty, degrees be awarded at the Summer Convocation on September 2, 1938, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Archibald Watson Anderson, Jr., B.S., A.M. (Columbia University); George Washington Auxier, A.B., M.A. (Miami University); Charles Alden Barrell, B.A. (Hampden-Sydney College), M.A. (University of Virginia); John Carl Beltz, A.B. (Marietta College), M.Sc.; Richard Ensign Brooks, A.B. (Colorado College), M.Sc.; Orin Everett Burley, B.S. in Com. (Oklahoma Agricultural and Mechanical College), M.A.; Floyd Barton Chapman, B.A., M.A.; LaVerne Emerson Cheyney, B.S. (University of Akron), M.S. (University of Pennsylvania); Joe D. Clary, B.S., M.S. (Emory University); Ralph Waldo Cummings, B.S. in Agr. (North Carolina State College of Agriculture and Engineering); William Thomas Edwards, A.B.E., M.A.E. (University of Florida); George Frederick Ekstrom, B.S. in Agr. (Purdue University), M.S. (Iowa State College); Oliver Nelson Fellowes, Jr., B.S. (Mount Union College), M.Sc.; James Donald Gibson, B.A., B.S. (Wheaton College); Paul Ridgeway Grim, B.Sc. in Edu., M.A.; Preston Clarence Hammer, A.B. (Kalamazoo College), A.M. (University of Michigan); William Stanley Herbert, B.S., M.S. (University of Saskatchewan); Lyle Kermit Herndon, B.Ch.E., M.Sc., Ch.E. (West Virginia University); James Arthur Herrick, B.Sc. in Edu., M.Sc.; William Wilson Hess, B.S. (Ashland College); Ralph Alexander Irwin, B.S., M.S. (Kansas State College of Agriculture and Applied Science); George Leslie Matuschka, B.S. in Edu. (Kansas State Teachers College), A.M. (University of Chicago); Paul Dever Miller, A.B. (Manchester College), M.A.; Verle Archie Miller, B.S. (Otterbein College); Mary Roseamonde Porter, B.Sc. in Edu., M.A.; Edwin Oliver Price, B.A. (University of Colorado), M.Sc.; Don Davenport Prosser, Ph.B. (University of Chicago), M.A.; Harvey Mitchell Rice, A.B. (Concord State Teachers College), M.A. (West Virginia University); Harry William Rudel, B.S. in Chem. (Johns Hopkins University), M.S. (University of Maryland); Aaron John Sharp, B.A. (Ohio Wesleyan University), M.S. (University of Oklahoma); James Wilson Sherburne, A.B. (Greenville College), A.M. (University of Michigan); Glenn Wallace Sutton, B.S. in Com. and Fin., A.M. in Econ. (Indiana University); Walter Lynn Wall, B.A., M.A.; James Martis Whitsett, B.A. (University of Texas), M.A.; Kathryn Matilda Wolfe, B.A., M.A. (University of Kansas).

MASTER OF ARTS

Erwin Thoburn Acord, B.A. (Ohio Wesleyan University), B.D. (Garrett Biblical Institute); Charles William Allensworth, B.S. in E.E., B.S. in Edu. (Ohio Northern University); Robert Asbury Aughtenbaugh, B.A., B.Sc. in Edu.; Mary Agnes Ault, B.A. (Ohio Wesleyan

University); Ivan Reiner Barnhart, B.Sc. in Edu.; Willis J. Baughman, B.S. in Edu. (Wittenberg College); Eleanor Heintz Beaumont, B.E. in Art (University of Akron); Glenn Rundle Beaumont, A.B. (Baldwin-Wallace College); Elizabeth Louise Beckman, B.A. (Carleton College); Grace Rea Beckwith, B.Sc. in H.E.; Martha Alice Bedsworth, A.B. (University of Pittsburgh); Dorothy Hills Beesley, B.A. (Texas College of Arts and Industries); Kendrick Harding Bell, B.Edu. (Wisconsin State Teachers College); Loren Ellsworth Bibler, B.Sc. in Edu.; Myron Bishop, B.S. in Edu. (Miami University); Philip Beach Blakesly, B.Sc. in Edu.; Wendell Wright Blausser, A.B. (Otterbein College); Wilber Floyd Bolen, B.Sc. in Edu.; Leonard Frank Bollinger, B.S. in Edu. (University of North Dakota); Harry Roosevelt Bowman, B.S. in Edu. (Ohio University); Eugene Charles Branstetter, B.S. in Edu. (Ohio Northern University); Marie Suzanne Bricher, B.A. (Ohio Wesleyan University); Ralph Riddile Brown, B.Sc. in Edu.; Scott Myles Brown, B.S. (Wilberforce University), B.Sc. in Edu. (West Virginia State College); Thomas Dickson Brown, Jr., B.S. (Geneva College); Frederic Oliver Bundy, B.S. in Edu., A.B. (Kent State University); Dewayne Herman Burke, B.S. in Edu. (Bowling Green State College); Milton Rogers Byerly, B.Sc. in Edu.; John Frederick Caldwell, A.B. (Ohio University); Ida Elizabeth Carlson, A.B. (Hiram College); Harold Glenn Carmany, A.B. (Findlay College); Byron Harrison Carmean, A.B. (Ohio University); Irvin Francis Carney, B.E. (Northern Illinois State Teachers College); Lawrence Boyd Chambers, B.S. (Harvard University), B.Sc. in Edu.; Henrietta Cherrington, B.S. in Edu. (University of Michigan); Rufus Thayer Church, B.S. (The College of Wooster), B.S. in Edu. (Kent State College); Charles Robert Clapper, A.B. (Findlay College); Elizabeth Dale Clark, B.A.; Helen Marie Clark, B.Sc. in Edu.; Doris Elaine Clickinger, B.Sc. in Edu.; Brenda Marcella Conn, B.A. (Muskingum College); Raymond Donald Conn, B.S. in Edu. (Miami University); Grace Mildred Conzett, B.S. in Edu. (Kent State University); Harold Henry Cook, B.A. (Ohio Wesleyan University); Herbert Lee Coon, A.B. (Bluffton College); Frances Elizabeth Corkwell, A.B. (The College of Wooster); Raymond Boyd Craig, B.Sc. in Edu.; Richard Ellsworth Craiglow, B.A.; Leslie Cribley, A.B. (Ohio Northern University); Richard Ronald Crow, B.S. in Edu. (State Teachers College, Pennsylvania); John Horace Curry, B.A.; Raymond Lawrence Curtis, A.B. (Ohio University); N. C. Davis, A.B. (Miami University); Olive Elmira Davis, B.A. (Geneva College); Samuel Benton Davis, Jr., A.B. in Edu. (Fairmont State Teachers College); Herbert Winfred Deem, B.E.E., B.Sc. in Edu.; Lucille Craighead DeLoache, B.Sc. in Edu.; Francis Harvey Deter, B.A.; Wendell Oswald DeVore, A.B. (Defiance College); Hilda Elizabeth Dierker, B.Sc. in Edu.; John Ellis Durrett, A.B. (Western Kentucky State Teachers College); Helen Grey Edmonds, A.B. (Morgan College); Florence Karn Ellinger, A.B. (Capital University); Harley Andrew Ellinger, B.S. (Capital University); Kathryn Enlow, B.S. in Edu. (Ohio University); Albert James Esgain, B.Sc. in Edu.; Henry Oscar Evjen, A.B. (Wittenberg College); Clyde Houston Farnsworth, B.S. (East Tennessee State Teachers College), A.B. (Union University); Ross C. Faught, B.Sc. in E.E. (Tri-State College); George Porter Felger, B.Sc. in Edu.; Harriett Madge Fenneman, A.B. (University of Akron); Edwin August Fensch, A.B. (Ashland College); Ivan Frank Ferneau, B.A.; Homer Dolph Ferris, A.B. (Ohio Northern University); Erwin George Fieger, A.B. (Wilmington College); Eddie Leo Finnigan, B.A. (West-

ern Reserve University); Alexander Davis Gaither, A.B. (Knoxville College); John Manuel Gandy, Jr., A.B. (Virginia State College for Negroes); Roma Marian Gaskill, B.A.; Ralph Howard Geer, A.B. (Defiance College); Carolyn May Glover, B.Sc. in Edu.; Stewart Maxwell Gottschalk, B.S. in Edu. (Bowling Green State College); Gretchen Henrietta Graf, B.A.; Helen Louise Gressel, B.A. (St. Mary's of the Springs College); Elsie Grove, B.Sc. in H.E.; Marvin E. Habel, B.Sc. in Edu.; Lois Virginia Albright Hale, B.Sc. in H.E.; Julia Elizabeth Hamlin, B.Fine Arts; Pielgord Hansen, A.B. in Edu. (Rio Grande College); Gordon Kenneth Harris, B.Sc. in Edu.; Edna Gene Harrison, B.A. (Ohio Wesleyan University); Le Grand Herman Headington, B.A.; Odin Ezekiel Hearing, B.Sc. in Agr.; Virgil Leroy Heskett, B.Sc. in Edu.; John Lewis Hess, B.A.; Lelah Christena Hess, B.Sc. in Edu.; Joseph Carter Heston, B.A. (Muskingum College); Lucy Carmen Hetzel, A.B. (Heidelberg College); Ralph Douglas Hilty, A.B. (Bluffton College); Mary Eck Holland, B.Fine Arts; John Louis Holmes, B.Sc. in Edu.; Roy Edward Holmes, A.B. (Wilmington College); Francis Jorgan Holyoak, B.S. (Brigham Young University); Lewis Henry Horton, A.B. (Oberlin College); Oliver Christian Hotz, A.B. (Heidelberg College); Arthur Layton Huff, A.B. (Denison University); Nell Ann Humphrey, B.A.; Sara Helen Huntington, A.B. (Coe College); Earl Dickinson Irick, B.Sc. in Edu.; John Byers Jackson, B.S. (The College of Wooster); Grace Geneva Jacobs, B.Sc. in Edu.; Dean Stewart Jacoby, B.Sc. in Edu.; Cletis Frederick Johnson, B.Sc. in Edu.; Margaret Ann Johnson, B.A.; Arthur Willard Jones, B.Sc. in Agr.; Christina Carolyn Jones, B.Sc. in Edu.; Homer George Jones, A.B. (Ohio Northern University); Olwen Elizabeth Jones, B.Sc. in Edu.; Webster Sourber Jones, B.A. (Lehigh University); Robert M. Keck, B.S. (University of Toledo); Howard Wagner Keister, B.S. (The College of Wooster); Hannah Lucille Kerlin, B.A.; Samuel Joseph Keusch, A.B. (Wittenberg College); Clair Daniel Kirchhofer, A.B. (Bluffton College); Theodore Warren Knight, B.S. in Edu. (Bowling Green State College); Mary Alice Kost, B.A., B.Sc. in Edu.; Mahlon Oren Krabill, A.B. (Goshen College); Mary Margaret Lacey, B.A.; Paul Ford Laning, A.B. (Cornell University); Herbert Arnold Lee, A.B. (Rio Grande College); Franklin Van Nover Lehn, A.B. (Mount Union College); Gaston Frederick Lewis, B.S. in Edu. (Wilberforce University); Vernon Gordon Lewis, B.Sc. in Edu.; George William Liverpool, A.B. (Virginia Union University); Harold Richards Livingston, A. B. (Hope College); Muriel Pauletta Long, A.B. (Wittenberg College); William Carl Long, B.A.; Mary Catherine Maloney, B.Sc. in Edu.; Ivan Charles Mann, A.B. (Bethany College); Joseph Harrison Mardis, B.Sc. in Edu.; Frances Emma Marshall, B.A. (Muskingum College); Charles Dwight McDonald, B.A. (Muskingum College); Sarah Jeannette McGraw, B.A. (The College of Wooster); Harry Robert McKissick, B.A. (The College of Wooster); James Bryant McQuown, B.S. (Bethany College); Doris Emeline Merthe, B.A. (The College of Wooster); Helen Ferdilla Mettler, B.Sc. in H.E.; Jane Carree Millar, B.S. in Edu. (Ohio University); Howard George Miller, B.S. in Edu. (State Teachers College, New York); William Harvey Miller, B.S. in E.E. (Ohio University), B.Sc. in Edu.; DeWitt Talmadge Mills, A.B. (Otterbein College); Richard Luther Moenter, B.S. (Capital University); Paul Eugene Monett, B.Sc. in Edu.; Urban Lowell Monical, B.Edu. (Eastern Illinois State Teachers College); Robert H. Moore, A.B. (Marietta College); Nellie Abigail Morris, B.Sc. in Edu.; William David Murdock, B.A. (Ohio Wesleyan Univer-

sity); Dwight Landes Musselman, A.B. (Bluffton College); Robert Lewis Nash, B.A. (Muskingum College); Allen Clifford Neiswander, A.B. (Bluffton College); Alma Marie Obenland, B.Sc. in Edu.; Edward E. Packer, B.S. (The University of Toledo); Allen Donald Page, A.B. (Ripon College); Henry Howard Palmer, A.B. (Wilmington College); Charles Merrill Patrick, A.B. (Otterbein College); Arthur Parker Peebles, B.S. in Edu. (Kent State College); Doyt Leatherman Perry, B.S. in Edu. (Bowling Green State College); John Zeb Perry, B.S. in Edu. (Southeast Missouri State Teachers College); Charles Ross Pfouts, B.S. (Mount Union College); Margaret Gillespie Phillips, A.B. (Randolph-Macon Women's College); Elijah Roy Pickering, B.Sc. in Edu.; Dallas Elwood Porter, B.A. (Huntington College); Mary Alice Price, B.A.; Mary Agnes Pusateri, B.A., B.Sc. in Edu.; Ruth Frances Pushin, A.B. (University of Cincinnati); Arneita Fern Rains, B.Sc. in Edu.; Horace Rains, B.S. (Wilberforce University); Cecil Robert Ratcliff, B.S. in Edu. (Wilmington College); Joseph Russell Reaver, Jr., A.B. (Miami University); George Elbert Redman, B.S. in Edu. (Ohio University); Everett William Reiter, A.B. (Marietta College); Homer Franklin Richmond, B.S. in Edu. (Northwest Missouri State Teachers College); Morton Edward Riegel, B.S. in Edu. (Ohio University); Charles Walter Riggs, B.A. (Muskingum College); Howard Rufus Rinehart, A.B. (Asbury College); Ralph Clark Rogers, B.S. in Edu. (Kent State College); Eugene Raymond Ross, B.A. (Ohio Wesleyan University); Maurice Edwin Rowley, B.Sc. in Edu.; Homer Levi Royer, A.B. (Manchester College); Evelyn Carolyn Runkle, B.Sc. in Edu.; Mary Elizabeth Saenger, B.Sc. in Edu.; Sarah Isabel Sampson, B.Sc. in Edu.; Fred Samuel Schiff, B.S. (Columbia University); Sarah Stasel Schiffeler, A.B., B.Music (Denison University); Lawrence Emmitt Schmidt, B.S. in Edu. (Muskingum College); John Edwin Scott, B.Sc. in Edu.; Lucius Lee Shackson, B.Sc. in Edu.; Marshall Augustus Shepard, A.B. (Defiance College); Donald Wayne Shepherd, A.B. (Ohio University); Helen Katherine Sherer, B.A. (Ohio Wesleyan University); Robert Marcellus Short, B.S. (Otterbein College); John Franklin Shuster, B.S. in Edu. (Miami University); Harry Allen Simmermacher, A.B. (Otterbein College); Ralph William Skeels, B.Sc. in Soc. Adm.; Elizabeth Sara Smith, B.Sc. in Edu.; William Andrew Smith, B.S. (Baldwin-Wallace College); Willis Clark Smith, A.B. (Marion College); Samuel Kenneth Sollars, B.A. (Ohio Wesleyan University); Ted Bernard Southerland, B.Sc. in Edu.; Charles Paul Sparks, B.Sc. in Edu.; Barsha Work Sprague, B.Sc. in Edu.; Leland Nugent Sprecher, A.B. (Otterbein College); Gerald Blough Stahly, A.B. (Bluffton College); Alice Virginia Starkey, A.B. (Denison University); William Sickman Stinson, B.Sc. in Edu.; Raymond Bailey St. John, B.A. (Ohio Wesleyan University); Lucille Eleanore Stoll, B.Sc. in Edu.; Everett Dowling Stonebraker, B.S. in Edu. (Ohio University); Edward William Stubbs, B.A. (Ohio Wesleyan University); Edward Charles Susat, B.S. (Buffalo State Teachers College); Walter Evender Sutton, A.B. (Heidelberg College); Cloyce Roland Swank, A.B. (Bluffton College); Harry Humphrey Taft, B.S. (Mount Union College); Cal-loway Taulbee, B.S. (Eastern Kentucky State Teachers College); George William Taylor, B.Sc. in Edu.; Irene Rebecca Terrill, B.Sc. in H.E.; Ralston Carlton Thompson, A.B. (Wittenberg College); Beatrice Toharsky, A.B. (University of Akron); Dorothy Ruth Tressel, B.Sc. in Edu.; Helen Catherine Vane, B.S. in Edu. (Ohio University); Charles Cecil Vaughn, A.B. (Bethany College); Ross Arthur Wagner,

A.B. (Wittenberg College); Richard William Wallen, A.B. (Findlay College); Clyde Russell Warden, B.A. (Muskingum College); Ralph Howard Waterhouse, B.Sc. in Edu.; Charles Manville Watson, B.Sc. in Edu.; Everett Beecher Webb, B.S. in Edu. (Ohio University); Earl John Weikel, B.S. in Edu. (Kent State College); Joseph J. Weltmer, B.S. in Edu. (Ashland College); Mary Helen Welton, B.A. (Ohio Wesleyan University); Clarence Porter Welty, B.S. (Otterbein College); Harold Calvert Wetherby, B.A. (Macalester College); Evelyn Marie Wilcox, B.Sc. in Edu.; Jane Boyd Wiley, B.A. (Muskingum College); William Norris Wiley, A.B. (Denison University); Lawrence Arthur Wilkens, B.Sc. in Edu.; Henry D. Williams, B.S. (Otterbein College); David William Wilson, B.S. in Edu. (Bowling Green State College); William Howard Wilson, B.S. in Edu. (Ohio University); Mary Frances Winchester, B.Sc. in Edu.; Harold Poe Wisman, B.A. (Ohio Wesleyan University); George William Woerlein, Jr., B.Sc. in Agr.; Margaret Agatha Woodburn, B.A. (Muskingum College); Zehner W. Wulber, B.S. (Central Normal College, Indiana); Theodore Charles Yaecker, B.Edu. (University of Toledo); Joseph Yonovitz, B.S. in Edu. (Miami University); Charles Watson Young, B.A. (Ohio Wesleyan University); Wilbur George Young, B.S. (The College of Wooster); Charles Eugene Zartman, A.B. (Heidelberg College).

MASTER OF ARTS IN SOCIAL ADMINISTRATION

Waterman Baldwin, B.S. (Hamilton College); Norton Benton, A.B. (Capital University); Ben David Danchik, B.Sc. in Edu.; Norman Bernard Finch, A.B., B.S. in Edu. (Capital University); Whitney Henderson Herr, A.B. (Oberlin College); Theodore Roosevelt Meyer, B.Sc. in Bus.Adm.; Charles Perelman, A.B. (University of Southern California); William Earl Prosser, A.B. (Earlham College); J. Clifford Rinehart, A.B. (Manchester College); Edward William Schneider, A.B. (Kent State University); Robert William Schunke, B.Sc. in Soc.Adm.; Morris Shapiro, A.B. (Harvard University); Eleanor Jane Shawaker, B.Sc. in Soc.Adm.; Helen Jaeger Speiser, Ph.B. (University of Toledo); John Russell Stockham, A.B. (Ohio University); William Penfield Walton, B.A. (Ohio Wesleyan University).

MASTER OF BUSINESS ADMINISTRATION

Dillard Eugene Bird, A.B. (University of Cincinnati); Hans Peter Carstensen, B.A., B.Sc. in Bus.Adm.; Carolyn Clyde Fore, A.B. (Marshall College); Edward Emmett Garrison, B.S. in Edu. (Kent State University); Helen May Miller, B.A.; Marjorie Dee Poston, B.Sc. in Bus.Adm.; Ross Myron Trump, B.Sc. in Bus.Adm.; James Douglas Willson, B.Sc. in Bus.Adm.

MASTER OF SCIENCE

Edwin Brown Adams, B.S. (Agr.) (University of Wisconsin); Ralph Emerson Bailey, B.Edu. (Southern Illinois State Normal University), B.S. in E.E. (University of Illinois); Richard Heinley Baker, B.Sc. in Agr.; Roderick Dudley Barden, B.Sc. in Agr.; William Callum Bell, B.S. in Cer.E. (North Carolina State College of Agriculture and Engineering); William Edward Bills, D.V.M.; Bernard Jerome Brief, B.A.; Leora Nelson Campbell, B.S. in Edu. (Miami University); Robert Crouthers Clark, B.Sc. in Agr.; Harold Lowden Collins, B.S. (Michigan State College); Robert John Cyrog, B.V.Sc. (University of Toronto); Daniel Webster Duncan, B.S. (Alabama Polytechnic Insti-

tute); Eugene Kelty Falls, M.E. (University of Akron); James Howard Fetto, B.Sc. in Agr.; Sanford Wayne Foor, B.S. (Capital University); Ebert Murphy Giberson, B.S. in Agr. (State College of Washington); Clyde Edgar Gleim, B.S. (Ohio University); Clarence Francis Goodheart, B.S. (California Institute of Technology); Harvey Howard Grice, B.Ch.E.; Elton Brandon Gunyou, B.Ch.E.; Louis Corydon Haddox, B.Sc. in Physics; Howard Fenimore Haines, B.Sc. in Bus. Adm., B.Sc. in App. Optics; Ray Emmerson Heiks, A.B. (Bluffton College); John Evans Hocutt, B.S. (The College of William and Mary); Daniel Loney Leedy, A.B., B.S. in Edu. (Miami University); Paul Hamilton Lenz, B.S. (Ashland College); Nelson Marshall, B.S. (Rollins College); Helen Mandilla Mason, A.B. (Denison University); Francis Willard McCoy, B.A.; Lewis H. Moe, D.V.M.; Dwight Jacob Myers, B.S. in Edu. (Kent State College); Florence Jean Neuman, B.Sc. in H.E.; Herman Frederick Openlander, B.S. in Agr. (Michigan State College); William Vincent Organic, B.E.E.; Arthur Thomas Owen, B.E.E.; Calvin Eugene Park, B.S. in Edu. (Bowling Green State College); Donald Edwin Powell, A.B. (Findlay College); Harold Wright Quigley, B.Ch.E.; Maynard Stanley Raasch, B.S. in Ch.E. (South Dakota State School of Mines); Jose Ramirez, M.E. (Syracuse University); M.S. (Louisiana State University); Ernest John Rauschenberger, B.S. (Agr.) (University of Illinois); Henry Edson Roberts, B.S. (University of New Hampshire); William Cassel Shank, B.Ch.E.; Mary Frances Sharp, B.A. (Ohio Wesleyan University); Frank Russell Short, B.A. (Muskingum College); Robert Franklin Snider, B.Ch.E.; Charles Elliott Spencer, A.B. (Cedarville College); Ella Lou Stamm, A.B. (Hiram College); Kenneth Louis Stehle, B.M.E.; James Albert Strasburg, B.S. in Edu. (Kent State College); John Edward Teagarden, B.S. (Waynesburg College); James Trimble Walker, B.A.; Orval Joseph Walley, B.A.; Jo Barnecut Welch, B.A. (Ohio Wesleyan University); Alvin Clair Wolfe, B.A.; John Berns Ziegler, B.A.

BACHELOR OF SCIENCE IN AGRICULTURE

David Allwyn Davis; Walter Lovell Green; Lois Margaret Hopkins; Agnes Stiers Hufford; Arthur Horace Hummell; Hubert Charles Mohr; Myrtle Belle Patterson; John Alfred Shank; Ira Thomas Swartwood.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Ruth Hermine Barrett; Lois Magdalene Burman; Rita Margaret Burns; Dorothy Marie Fuller; Eunice Mae Grant; Dorothy Lorraine Herbaugh; Phoebe Jane Huff; Lois Belle Keller; Marian Frances Lewis; Frances Eleanor McCreary; Davida Carol Naftalin; Nell Louise Radabaugh; Bernice Reid; Ellen Caroline Rudolph; Marjorie Ruth Shupe; Mabel Helen Souder; Lucille Weaver.

BACHELOR OF ARTS—WITH HONORS

Richard Alden Hayes (cum laude); Edward Likover (with Distinction in Chemistry).

BACHELOR OF ARTS

Fred Stewart Allard; Samuel Charles Beesch; Clara Bucklew; Paul Castor Chrisman (as of the Class of 1923); George Patrick Fitzgerald, Jr.; William Creamer Foreman; Virginia May French; Robert Wylie Gates; Emerson Wayne Gearheart; Thomas Steve Gialelis; Robert Cooper Gilkey; Ruven Greenberg; John Anderson Howe; Nathan Hurvitz; Jane Curtis Jackson; Robert Hanna Jones; Betty Jean

Kauffman; Robert Francis Logsdon; Harold Ashly McMaster; Walter S. Osipoff; Andrew John Owens; George Joseph Parker; Catherine Elizabeth Roush, B.Sc. in Edu.; Ralph Robert Rubin; Raleigh Edward Sain; Catherine Mary Scholz; Ruth Ann Stevens; Charles Brandt Tefft; David Velk; Charles Henry Vortriede; Sieglinde I. M. Weber; Judson Rudolph Wynkoop; Edmond Kiefer Yantes.

BACHELOR OF SCIENCE IN JOURNALISM

Charles Robert Bellinger; Robert Clark Dunn; Harry Andrew Haberer; Jerome Julius Lamm; Nathan Theodore Lewis; Mary Jane Lowe; William Paul Shaughnessy; Richard Franklin Westerkamp.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION—WITH HONORS

Joe Bruerd Collinson (with Distinction in Accounting); David Lee Conrad (with Distinction in Accounting); Don Whitmer Deeter (with Distinction in Accounting); Ralph Alphonse Kraft (with Honors and with Distinction in Accounting); John Mueller Waterman (with Honors and with Distinction in Accounting); Robert William Wingard (with Honors and with Distinction in Accounting).

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION—WITH HONORS

Ann Theressa Goldberg (with Honors).

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

William Ray Archer; Jacob Charles Baas; Richard Hamilton Barrett; Paul Ellsworth Benner; Martha Louise Berlin; Paul Augustus Boley; James Hobart Borland; Leonarda Mary Brickman; Norman Frederick Bunker; Joe Richard Burkett; Hollis H. Chase; Burton Beck Chizzick; Albert Comello; Maurice Victor Cornell; Robert Selwyn Davis; Edward Walter Dombrosky; Clarence William Elliott; Naomi Josephine Fisher; Charles Elton Fry; Charles William Fullerton; Bernard W. Gold; Edward Teeter Greenfield; Arthur Charles Haines; Dorothy Jane Hansberger; Edwin Jay Hardy; William Henry Hartsough; Cuthbert Newton Hayhurst; Roy Hiram Heldenbrand; Edwin Richard Houck; Richard Lewis Jackson; Wilbur Kennedy Jones; Elmer Kuke Kelsik; Richard William Lieb; Rocco Michael Martino; Donald Edward Mason; George John Matesich; Robert Treat McGeorge; Robert Ford Mehrling; Frederick H. Miller, Jr.; Thomas Merton Monahan; Wilbur Wilson Morris; Richard Louis Nardi; Harry Olszewski; Richard Weil Schiff; Russell Herbert Schulte; Robert Berman Scranage; Harriet Patricia Sears; Philip Theodore Sherman; Fred Lawrence Snyder; James Alden Standard; Byron Evers Thomas; Dorothy Louise Todd; Henry Richard Trees; Kenneth Dwight Trimmer; Melvin Michael Vuksich; Herman Seigfried Weinstein.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Coreda Hortense Bailey; Helen Louise Braunlin; Mary Frances Carter; Peter Francis Cavanaugh; Robert Eaton Hadley; Barbara Elizabeth Haywood; Willard Seth Ives; Robert Jacob Kaiser; Maybelle Lewis; Morris All Ross; Clement Joseph Russ.

DOCTOR OF DENTAL SURGERY

Fred Stewart Allard; Reuben Stanton Klein; Paul Riese Myers; Earl William Reed.

BACHELOR OF SCIENCE IN EDUCATION—WITH HONORS

Alice Gwen Callender (with Distinction).

BACHELOR OF SCIENCE IN EDUCATION

Ray Erland Aldrich; Mary Jane Allread; Grace Marie Althaus, A.B. (Western College); Kenneth Rex Baile; Marie Josephine Baker; Dorothy Rennison Beetham; Mary Bernadine Bell; Margaret Demorest Bigelow, B.A., M.A.; Margaret Lydia Binns; Rachel Blain; Merdith Elizabeth Bogan; Ruth Olive Bowsher; Marjorie Frances Bracy; Helen Emma Buck; Charles Joseph Capazo; Louis Alfred Caperucci; Elizabeth White Carlile; Horace Westly Carter, B.Arch.E.; Constance Purdy Cone, B.A.; George Scott Cree, B.A.; Robert Vincent Curie; Charles Storer Custer; Mary Ruth Davis; Robert Owen Davis; Florence D. Dean; Carmen Caroline Diehn; Fred Newman Dillon; Theodore Charles Dungan, B.E.E.; Wilma Dorothy Evans; Virginia Ruth Fowler; Albert Parker Fulton; William Andrew Goellner; Virginia Marie Grama, B.A., M.A.; Florence Myrthel Grener; Kathleen Grube; Minnie Ethel Hachtel; Bessie Edith Hamilton; Betty Altenburg Hamilton; Analee Hanger, B.A.; Evelyn Maude Hart; Robert Otis Hartmann; Lawrence Emery Hayes; Florence Roselind Hoffman; Roberta Bell Holland; Harriett Hunter; William Edward Huss; Betty Helene Irwin; Lola Leona Johnson; Russell Leroy Johnson; Bernice Kathryn Kaufman; Oreon Pierre Keeslar; Roy Bradshaw Keller; Willett Emma Keyser; Ellis Dean Knapp; Genevieve Alberta Kohler; Katherine Kyle; Margaret Evelyn Lantz; William Shriver Lawrence; Stanley Robert Leisk; Oakley Herbert Leist; Alice Elizabeth Lloyd; Helen Rosalie Lodge; Morrill Thomas Lynd; Harold Hance Mahoney; Robert Jesse Marsh; Mary Elizabeth Jones Mason, B.A.; Mary Helen McClain; Evelyn Mary McClelland; Sherwood Cecil McIntyre, B.A.; Margaret May McMaster; Sally Menaul, A.B. (Denison University); Ruth Anne Mills; Edith Mildred Morehead; Alice Esther Morgan; India Aileen Morral; Clarence Henry Myton; Gladys Elizabeth Ohl; Helen Irene Oldfield; Helen Elizabeth Patterson; Helen Grace Payne; Margaret Ruth Petersen; Philip Edwin Peterson; Madge Alma Pierpont; Alfred Tennyson Ploeser; Dorothy Clara Prange; Daniel Webster Prewitt; Mary Moore Rader; Bernice Rapp Ramsey; Samuel Ernest Richardson; Dena Harshman Richeson; Newman Winget Roseberry; Mary Annetta Rutan; Sarah Martha Sayre; Miriam Irene Sholley; Idabelle Veronica Simon; Mable Langworthy Smith; Wilbur Franklin Stover; John Francis Sullivan; Esther Katherine Sump; Guy Homer Thrall, B.Sc. in Bus. Adm.; John Augustus Vargo, B.A.; Charles Henry Wack; Clarabel Walker; Nicholas Joseph Wasylik; Alice Marie Waterhouse; Jean Louise Weismiller; Edgar Newton Williams; Helen Irene Williams; Emilia Rose Wisneski; Dorothy Josephine Wonderly; Robert Howard Wynd, B.A.; Vilma Yarmila Yunger; Constantine Gust Zarnas.

BACHELOR OF FINE ARTS

Pearl Mildred Beach; Virginia Jane Hout; Mary Ellen Peach.

BACHELOR OF CHEMICAL ENGINEERING

Gerald Lawrence Benson; Carl Samuel Casto; Victor Jackson Harris; Chester Adrian McCall; James Richard O'Roark.

BACHELOR OF CIVIL ENGINEERING

John Davis Tilton.

BACHELOR OF ELECTRICAL ENGINEERING

Paul Thomas Astholz; George Henry Booth; Fred William Nigemyer; James Cyril Taugher.

BACHELOR OF INDUSTRIAL ENGINEERING

William Frederick Gall.

BACHELOR OF MECHANICAL ENGINEERING

Henry McDonald Curl.

BACHELOR OF METALLURGICAL ENGINEERING

William John Doelker.

BACHELOR OF SCIENCE IN PHARMACY

John Walter Brungart; Ward Allen Denig; Albert Orris Tatman; George Nelson Wheeler.

CERTIFICATE OF GRADUATE NURSE

Betty Helene Irwin; Madge Alma Pierpont.

CERTIFICATE OF GRADUATE NURSE

(As of June, 1938)

Evelyn Louise Black; Neva Gertrude Doak; Helen Susan Dresher; Amy Barbara Cowgill Henson; Madeline Lucille Mason; Ruth Moorhead; Jane Fulton Plumer; Charlotte Johnson Richards; Flora Hanna Rosenbaum; Elizabeth Gillie Taylor; Margaret Louise Van Buren.

* * * * *

Acting President McPherson read a letter from Mr. Hurlbut S. Jacoby, Director of the Ohio State University Research Foundation, in which was outlined a proposed research which has for its object the preparation and study of pure hydrocarbons. The research will be financed by the American Petroleum Institute and the budget calls for \$18,000 for the first year, the assumption being that it will take about four years to complete the research.

After a discussion of the subject, the Board of Trustees of the Ohio State University agreed to give its full support to the proposed cooperation between the American Petroleum Institute and the Ohio State University Research Foundation in the study of the preparation and properties of pure hydrocarbons.

* * * * *

Acting President McPherson presented a communication from Dean Charles E. MacQuigg, of the College of Engineering, relating to the proposed new course in Welding Engineering, together with a proposed curriculum, to meet the need for a training for men who want to specialize in this comparatively new technology. The proposed curriculum has been approved by the faculty of the College of Engineering and the Council on Instruction with respect only to the educational policy involved. The degree would be "Bachelor of Industrial Engineering (Welding Engineering)", and for administrative purposes the new course would be allocated in the Department of Industrial Engineering.

The Acting President explained that the proposed curriculum is not given elsewhere and would therefore not conflict with or duplicate instruction given in any other university. With respect to financing, he stated that the cost will consist of the salary of one man, estimated

at from \$3,600 to \$4,500 per year, depending upon the individual obtained for the position of Assistant or Associate Professor. An interested alumnus has offered to underwrite the cost up to \$5,000 for the first year, and in the second year will underwrite 75 per cent of the cost if the University will assume 25 per cent; for the third year the cost will be allocated 50 per cent each and for the fourth year, 25 per cent for the alumnus and 75 per cent for the University. The fifth year the University is to assume the entire cost.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the following resolution was upon roll call unanimously adopted:

WHEREAS, the importance of technological training in the principles and practices of welding engineering has been so far recognized as to warrant the recommendation of the College of Engineering faculty that a special curriculum leading to the degree Bachelor of Industrial Engineering (Welding Engineering), be established and offered by The Ohio State University, and

WHEREAS, an alumnus of the University has declared his generous willingness to contribute funds to the University for a period of years to assist the financing of instruction and research in welding engineering, and

WHEREAS, other like-minded industrialists and firms have also expressed to the Dean of the College of Engineering their willingness to contribute funds for these purposes,

THEREFORE, BE IT RESOLVED, that the Board of Trustees express to this alumnus and other possible donors its intention to accept and utilize for the purposes above described such gifts of money or equipment as may be made to the University in such amounts and upon such terms as may be arranged by the respective donors, the President of the University, the Dean of the College of Engineering, and the Business Manager of the University, subject to the approval of the Board.

* * * * *

Acting President McPherson stated to the Board that the language used in the resolution fixing the compensation and allowances to be paid to student nurses in the Nursing-Education course, as adopted by the Board of Trustees at its meeting held May 22nd, was somewhat confusing and that he had asked Dean Klein and Dean Upham to examine these paragraphs and to agree upon an interpretation thereof.

The following letter from these deans is therefore submitted:
August 4, 1938.

Dr. William McPherson
Acting President
Administration Building
Dear Dr. McPherson:

The College of Medicine and the College of Education join in the request that you ask the Board of Trustees of the University to authorize the application of the following interpretations to its action of May 22, 1938, in regard to Nursing-Education.

1. All under-graduate students who had entered the five year curriculum prior to July 1, 1938 shall be continued

until graduation upon the same status of allowances and compensations as those which prevailed upon their entrance, with the following exceptions and limitations.

- (a) They shall receive during their seventh and eighth quarters (that is, during their preliminary hospital period), board, room and laundry of uniforms, but not remission of fees.
- (b) Students who have not reached their seventh quarter at the beginning of the Autumn Quarter, 1938, shall not be entitled to the status of students who have already entered upon the five year curriculum within the meaning of this regulation.
- (c) They shall receive remission of fees, but not board, room and laundry, during their sixteenth quarter of work, that is, during the quarter of public health field experience when they are rendering no service in the hospital, provided the sixteenth quarter is completed prior to July 1, 1939. After July 1, 1939, such remission of fees shall be discontinued during the sixteenth quarter.
- (d) Until July 1, 1939, the five year students shall, during their seventeenth or final quarter, be given part-time hospital employment on the six-hour co-operative basis if they wish it and signify their desire at least one quarter in advance, and shall receive for such service allowances of board, room, laundry of uniforms and remission of fees, but not the \$15 per month which seventeenth quarter students have received in the past.
Any five year student already in the program who enters upon her seventeenth quarter subsequent to the Spring Quarter, 1939, may be given part-time employment in the hospital under such conditions as are mutually agreed upon between the hospital and the student, but the hospital is under no obligation to furnish employment to such students.
- (e) Students who entered upon the five year curriculum prior to July 1, 1938 but who dropped out prior to and remained out during the period from January 1 to July 1, 1938, will, if readmitted subsequent to the Autumn Quarter, 1938, receive only the allowances and compensations contemplated for new students by the Board action of May 22, 1938. Such students, as well as new ones, will be admitted subject to the quota fixed by the College of Medicine in agreement with the College of Education upon July 9, 1938, or to such additions to that quota as are jointly agreed to by the Dean of the College of Medicine and the Dean of the College of Education.

2. Graduate students who entered upon any of the degree curricula prior to July 1, 1938, shall be continued until the end of the Spring Quarter, 1939, on the following schedule of allowances and compensations while render-

ing hospital services of six hours per day of six days per week:

remission of fees, board, room, laundry of uniforms and the payment of \$15 per month;

but the following exceptions and limitations shall apply to this ruling:

graduate students who entered upon their degree curricula prior to July 1, 1938, but who dropped out prior to and remained out during the period from January 1, 1938, to July 1, 1938, will, if readmitted subsequent to the Autumn Quarter, 1938, receive only the allowances and compensations contemplated by the Board action of May 22, 1938. Such students, as well as new graduate students, will be admitted subject to the quota referred to in paragraph 1-(e) above.

3. Any five year or graduate student who drops out for a quarter or more subsequent to the Summer Quarter, 1938, must be readmitted under the quota previously referred to (paragraph 1-(e) above) and will be subject to the allowances and compensations fixed by the Board's action of May 22, 1938.

Respectfully submitted,

(Signed) J. H. J. UPHAM,
Dean, College of Medicine.

(Signed) ARTHUR J. KLEIN,
Dean, College of Education.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote approved the interpretation as outlined in the above letter.

* * * * *

Acting President McPherson now called to the attention of the Board the contents of his letter to the Board members under date of August 5, 1938, relating to the subject of retirement allowances for members of the instructional staff.

After some discussion, it was agreed to ask Professor C. C. Morris of the Department of Mathematics to confer with the Board of Trustees at a future meeting.

* * * * *

The Acting President presented the report of the Committee of the Graduate Council governing the Organization of the Graduate School and recommended that the rules and regulations contained therein be adopted as By-Laws of the Board of Trustees. The report is submitted herewith:

1. The Graduate School shall consist of (a) a Graduate Council, (b) an Executive Board, and (c) a Dean.
2. The Graduate Council shall be composed of the President, the Dean and twenty-five or more members of the University Faculty to be appointed by the President in consultation with the Dean. Each member of the Graduate Council, except ex-officio members, shall be appointed for a period of three years and shall, for one year after the expiration

- of an appointment, be ineligible for reappointment. The Council shall constitute the policy-making body of the Graduate School. It shall lay down general regulations for the government of the Graduate School, including requirements for degrees offered, standards for admission, approval of graduate courses and curricula, and programs of graduate students.
3. The Executive Board shall consist of seven members and the Dean, who shall be ex-officio a member and chairman. Four members of the Executive Board shall be appointed by the President in consultation with the Dean, the first four to be appointed for four, three, two and one years and thereafter the member chosen each year to be appointed for four years; and three shall be elected by the Council from its membership. The four members of the Board to be appointed by the President shall be members ex-officio of the Graduate Council. The Dean shall consult with the Executive Board in the administration of the Graduate School and in the disbursement of the Graduate School funds.
 4. The Dean of the Graduate School shall be appointed by the Board of Trustees upon recommendation of the President, acting with the advice of the Graduate Council. The Dean shall also preside at the meetings of the Graduate School with the same general powers, duties and privileges that pertain to the office of Dean in the several colleges. He shall also preside at the meetings of the Graduate Council and of its Executive Committee and of the Executive Board of the Graduate School; make recommendations to the Council concerning all such matters as are of primary importance in the development of the graduate work of the University; serve ex-officio as a member of the Administrative Council and, in the absence of the President, preside at its meetings; present candidates for graduate degrees to the President of the University and officially report upon the condition and progress of the Graduate School whenever called upon by the President to do so.
 5. The Dean of the Graduate School, after consultation with its Executive Board, shall annually recommend to the Board of Trustees through the President an adequate budget to provide for the proper maintenance and development of graduate work and research programs.
 6. The Dean of the Graduate School shall be jointly responsible with the Deans of the different colleges and the Chairman of the different departments for recommendations for appointment or promotions in rank or salary in departments in which graduate work is offered.
 7. The Dean of the Graduate School, with the advice of the Graduate Council and in cooperation with the Chairman of the different departments offering work in the Graduate School, shall be responsible for fixing the minimum qualifications for those members of departmental staffs who may offer work in the Graduate School.
 8. Since the department is the unit of university organization

for instruction and research in a defined field of learning, the departments offering graduate work shall deal directly with the Dean of the Graduate School in all matters related to graduate work.

9. The Dean of the Graduate School shall advise with the Chairman of the departments offering work in the Graduate School concerning the duties and responsibilities of members of the instructional staff concerned with graduate work and research, with a view to adjusting teaching loads and research responsibilities to facilitate the program of the Graduate School.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the report of the Committee of the Graduate Council governing the Organization of the Graduate School, as presented above, was upon roll call unanimously approved and it was ordered that the rules and regulations contained therein be incorporated in the By-Laws of the Board of Trustees.

* * * * *

Acting President McPherson recommended that the following regulation be approved and adopted as a By-Law of the Board of Trustees:

That the income from all endowment funds specifically applicable to research, unless otherwise specified by the donor, shall be assigned and administered by the President of the University in consultation with the Dean and the Executive Board of the Graduate School, subject to approval of the Board of Trustees.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above recommendation was upon roll call unanimously approved, and it was ordered that the regulation be incorporated in the By-Laws of the Board of Trustees.

* * * * *

The Secretary advised the Board that it would be necessary for the Board to establish a procedure for the sale of the proposed revenue bonds in connection with the construction of the Men's Dormitory and the Women's Dormitories.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, Mr. Dargusch and the Secretary were, by unanimous vote, appointed a special committee to advise with the Attorney General on this matter and to present to the Board at a later meeting a suggested plan of procedure for the sale of revenue bonds.

* * * * *

The Secretary reported that in order to complete certain campus improvements in connection with the Works Progress Administration, it would be necessary to secure from the Emergency Board approximately \$15,000 for materials. A plat showing the improvements contemplated was presented to the Board.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, Mr. Dargusch and the Secretary were, by unanimous vote, appointed a committee to present a formal request to the State Emergency Board for money sufficient to buy the materials needed to complete the projects as shown.

* * * * *

The Secretary presented a request from the City of Columbus relative to the widening of Olentangy Boulevard at the intersection of King Avenue.

The Board looked over the section, as presented on an accompanying sketch, and agreed to defer action thereon until a personal inspection of the site might be made by the members.

* * * * *

The Secretary now presented for record the following letter from the Director of Public Works concerning the employment of the University Architect on the proposed new buildings:

July 15, 1938.

Mr. Carl E. Steeb
 Secretary, Board of Trustees
 Ohio State University
 Columbus, Ohio

Men's Dormitory
 Addition to Journalism Building
 Faculty Assembly Unit
 Ohio State University

Dear Sir:

I hereby approve the following named projects at the Ohio State University for the purpose of filing application to the Federal Emergency Administration of Public Works (PWA) for grants of Federal Aid:

Men's Dormitory
 Addition to Journalism Building
 Faculty Assembly Unit

The University Architect, Howard Dwight Smith, is hereby authorized to prepare the necessary drawings and specifications for the completion of these projects.

Very truly yours,

DEPARTMENT OF PUBLIC WORKS.
 (Signed) CARL G. WAHL,
Director.

* * * * *

Satisfactory evidence having been presented that the name of Emil Kronfeld has been changed by Probate Court order to Emile Lengyel, it was moved by Mr. Dargusch, seconded by Dr. Altmaier, and ordered by unanimous vote that the following new diplomas be issued to Emile Lengyel:

Bachelor of Arts, September 4, 1936
 Master of Science, December 22, 1937

* * * * *

The following report of the University Architect and actions of the Cabinet were now presented relative to bids received on July 18, 1938, and contract awarded for Greenhouses and Miscellaneous Equipment:

CABINET MINUTES

Columbus, Ohio,
 July 18, 1938.

The Cabinet met in the office of the Secretary at 12 noon.
 Present: Messrs. McCracken, Elleman, Smith, and Steeb.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on July 11, 1938, met for the purpose of opening and reading in public the following bids received on July 18, 1938, for Greenhouses and Miscellaneous Equipment:

Bids received:

<i>General Contract</i>		<i>Base Bid</i>					
Lord and Burnham Company.....		\$19,840.00					
Metropolitan Greenhouse Mfg. Corp.....		22,640.00					
American-Moninger Greenhouse Mfg. Corp.....		21,100.00					
Alt. No. 1 {		Alternate No. 2—Add					
Deduct {		Items					
	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	
Lord & Burnham.....	\$575.00	\$575.00	\$ 575 ea	\$ 725 ea	\$ 685 ea	\$ 670 ea	\$ 650 ea
Metropolitan Greenhouse	740.80	819.77	1,639.54	2,931.00	3,782.26	4,633.52	5,484.78
American-Moninger Greenhouse	950.00	950.00	1,900.00	2,900.00	3,850.00	4,800.00
							5,750.00

<i>Heating Contract</i>		<i>Base Bid</i>					
Lord and Burnham Company.....		\$4,530.00					
American-Moninger Greenhouse Mfg. Corp.....		8,145.00					
W. H. Spohn Plumbing Company.....		6,558.00					
Huffman-Wolfe Company		7,930.00					
Samuel A. Esswein Company.....		9,850.00					
J. F. Oelgoetz.....		7,400.00					

Alt. No. 1 {		Alternate No. 2—Add					
Deduct {		Items					
	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	
Lord and Burnham.....	\$112	\$112	\$112 ea	\$235 ea	\$ 240 ea	\$ 215 ea	\$ 200 ea
American-Moninger Greenhouse	329	329	659	989	1,350	1,680	2,010
W. H. Spohn.....		160	220	380	440	800	860
Huffman-Wolfe Co.....	120	120	120 ea	400	420	320	300
Samuel A. Esswein Co.....		636	550	721	738		
J. F. Oelgoetz.....	55	95	95 ea	100 ea	215 ea	188 ea	170 ea

<i>Equipment Contract</i>		<i>Base Bid</i>					
Lord and Burnham Company.....		\$2,645.00					
Alt. No. 1 {		Alternate No. 2—Add					
Deduct {		Items					
	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	
Lord and Burnham.....	\$90	\$90	\$90 ea	\$150 ea	\$145 ea	\$140 ea	\$140 ea

<i>Equipment in Conjunction with General Contract</i>		<i>Base Bid</i>					
Lord and Burnham.....		\$21,550.00					

Alt. No. 1 {		Alternate No. 2—Add					
Deduct {		Items					
	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	
Lord and Burnham.....	\$640	\$640	\$640 ea	\$830 ea	\$780 ea	\$760 ea	\$740 ea

Explanation of Alternates

- Alternate No. 1—Deduct for each unit omitted
 Alternate No. 2—Item No. 1—add for each unit added if one
 Item No. 2—add for each unit added if two
 Item No. 3—add for each unit added if three
 Item No. 4—add for each unit added if four
 Item No. 5—add for each unit added if five
 Item No. 6—add for each unit added if six

The above bids were referred to the University Architect for tabulation and report.

CABINET MINUTES

Columbus, Ohio,
July 21, 1938.

The Cabinet met in the office of the Secretary at 9:00 A. M.

Present: Messrs. McPherson, McCracken, Elleman, Smith, and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received July 18th for Greenhouses and Miscellaneous Equipment.

July 19, 1938.

University Cabinet,
Administration Building.
Gentlemen:

Attached hereto is a tabulation of the bids received July 18th on Horticulture Greenhouses and Greenhouse Equipment, which were referred to this office for report and recommendation.

The base proposals are for greenhouses 150 feet long, and Alternate No. 2 indicates the additional cost of 8'4" sections to be added. It is apparent from the figures that two units of Alternate No. 2 may be added within the funds available, and I recommend that the award be made on that basis.

Lord and Burnham are low bidders by any possible combination and I, therefore, recommend that the awards be made as follows:

	<i>Base Bid 150 feet</i>	<i>Alt. No. 2 Add two 8'4" units</i>	<i>Total</i>
<i>Equipment in Conjunction with</i>			
<i>General Contract</i>			
Lord and Burnham.....	\$21,550.00	@ \$640.00 ea. \$1,280.00	\$22,830.00
<i>Heating Contract</i>			
Lord and Burnham.....	\$ 4,580.00	@ \$112.00 ea. \$ 224.00	\$ 4,754.00

From the attached tabulation it will be noted that Lord and Burnham's equipment bids are \$2,645 for the base, and \$90 each for two additional units under Alternate No. 2, or \$2,825 total. This amount of \$2,825 should therefore be charged against the \$10,000 appropriation for Greenhouse Equipment, and \$20,005 against the \$30,000 appropriation for Horticulture Greenhouses, as well as the \$4,754 contract for heating.

These recommended awards are below the amounts of the estimates of cost for the several items as filed with the Auditor of State.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

The Cabinet, acting upon instructions received from the Board of Trustees at its meeting on July 11th, therefore recommends to the Director of Public Works that the following contracts be awarded for the Greenhouses and Miscellaneous Equipment:

Equipment Contract in conjunction with	
General Contract	Lord and Burnham.....\$22,830
Heating Contract	Lord and Burnham..... 4,754

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *
The Board now recessed to meet on August 12th.

August 12, 1938.

The Board resumed its session, with the same members present and also Mr. Lockwood Thompson.

The Chairman and the Secretary explained to Mr. Thompson all of the items considered at yesterday's meeting and the actions taken thereon by the Board. To all of these actions, Mr. Thompson gave his approval.

* * * * *
The Board now made an inspection of possible housing facilities on Peach Point, South Bass Island, for the members of the permanent staff at the Laboratory, viewing particularly two properties which might be available, one known as the Somers property and the other as the Smith property.

* * * * *
Acting President McPherson now advised the Board that some misunderstanding has arisen in an effort to interpret the first paragraph of the action of the Board of Trustees taken on May 22, 1938, relative to the School of Nursing in that it is not consistent with the action taken by the Board at its meeting held April 11th on this same subject.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Board by unanimous vote adopted the following revised and clarifying re-statement of its action of May 22, 1938, in regard to training for Nursing:

- (1) That the School of Nursing be transferred from the administrative jurisdiction of the College of Education to the administrative jurisdiction of the College of Medicine.
- (2) That the College of Education shall offer curricula in Nursing-Education leading to the degree, Bachelor of Science in Education, for graduate nurses only, (i.e., students who have completed the work of the School of Nursing prescribed by the College of Medicine of the Ohio State University, or of other schools of Nursing acceptable to the College of Education).
- (3) That, beginning with the academic year, 1938-1939, the present five year curricula in Nursing offered by the College of Education be continued only for those students who have already entered upon such curricula prior to the Autumn Quarter, 1938; and that prospective students, if any, who may have been admitted to the University with the declared intention of pursuing such five year curricula beginning in the Autumn Quarter, 1938, shall be advised that these curricula are not now available.

* * * * *
The Board now discussed the possibility of securing housing facilities for the permanent Laboratory staff on Peach Point, and upon

motion of Dr. Altmaier, seconded by Mr. Thompson, Mr. Dargusch and the Secretary were by unanimous vote appointed a special committee to make formal request of the State Emergency Board for a sum of money sufficient to purchase the Smith property on South Bass Island, if a satisfactory option on said property can be obtained.

* * * * *

The Board now gave consideration to the request of the officers of the Faculty Club as presented at yesterday's session; whereupon Mr. Dargusch offered the following resolution and moved its adoption:

RESOLVED, that the report of the Board of Control of the Faculty Club be received and filed;

RESOLVED, that the proposal of the Board of Control of the Faculty Club to pay over to the Board of Trustees of the Ohio State University \$90,750 as a partial contribution to the cost of a new Faculty Assembly Unit be accepted;

RESOLVED FURTHER, that any building ultimately constructed, in whole or in part from the funds contributed by the Faculty Club, shall be set aside by the Board of Trustees for the use of the Faculty Club; and that the Board of Trustees shall furnish to the Faculty Club, free of charge, the services now supplied to it in the club quarters in the Administration Building, namely, water, heat, electricity, and gas.

Mr. Thompson seconded the above motion and upon roll call it was unanimously adopted.

* * * * *

Mr. Dargusch now offered the following motion which was seconded by Dr. Russell and was, upon roll call, unanimously approved:

In the event the Board of Trustees desires to put the proposed Faculty Assembly Unit to any other use, the Board will compensate the Faculty Club by cash in an amount equal to the present contribution of the Faculty Club of \$90,750 and any additions thereto which may be made by the Faculty Club, less such amount to reduce the total sum so contributed by the Faculty Club, to the then present value of the portion of the cost borne by the Faculty Club, as the Board of Trustees may then determine.

This minute and the above resolution are subject, however, to the approval of the Attorney General.

* * * * *

The Board of Trustees agreed to defer action on the selection of a site for the proposed Faculty Assembly Unit until its next meeting on the University campus.

* * * * *

Thereupon the Board adjourned to meet on Monday, September 12, 1938, 10:00 A. M., at the Ohio Agricultural Experiment Station, Wooster, Ohio.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND THIRD MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, August 25, 1938.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M., in special session pursuant to call of the Chairman.

The meeting was called to order by the Chairman and on roll call the following answered present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, and Carlton S. Dargusch.

The following were absent: M. Edith Campbell, Dr. Burrell Russell and Lockwood Thompson.

* * * * *

The Chairman announced that this meeting was called for the purpose of considering the offers of the United States of America to aid by way of grants in financing the construction of (1) an addition and alterations to a University building (Addition to Journalism Building), and (2) a Men's Dormitory building, including necessary equipment and service tunnels, as indicated in the two formal calls issued to each member, as follows:

Notice is hereby given that a special meeting of the Board of Trustees of the Ohio State University will be held at the University at 9:30 o'clock, A. M. on the 25th day of August, 1938, for the purpose of considering an offer of the United States of America to aid by way of a grant in financing the construction of an addition and alterations to a University building, and adopting a resolution approving and authorizing the acceptance of such offer.

Dated this 22nd day of August, 1938.

Notice is hereby given that a special meeting of the Board of Trustees of the Ohio State University will be held at the University at 9:30 o'clock, A. M. on the 25th day of August, 1938, for the purpose of considering an offer of the United States of America to aid by way of a grant in financing the construction of a Men's Dormitory building, including necessary equipment and service tunnels, and adopting a resolution approving and authorizing the acceptance of such offer.

Dated this 24th day of August, 1938.

* * * * *

After discussion of the offer of the United States of America to aid by way of grant in financing the construction of an addition and alterations to a University building, the following resolution was proposed by Mr. Atkinson and read in full:

**A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES
TO THE BOARD OF TRUSTEES OF THE OHIO STATE UNIVERSITY**

TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION
OF AN ADDITION AND ALTERATIONS TO A UNIVERSITY BUILDING.

Be It Resolved by the Board of Trustees of the Ohio
State University:

Section 1. That the offer of the United States of America
to the Board of Trustees of the Ohio State University to aid
by way of grant in financing the construction of an addition
and alterations to a University building, a copy of which offer
reads as follows:

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.

Dated: August 18, 1938.

Docket No. Ohio 1986-F

Board of Trustees of the
Ohio State University
Columbus, Ohio

1. Subject to the Terms and Conditions (PWA Form
No. 230, as amended to the date of this Offer), which are
made a part hereof, the United States of America hereby
offers to aid in financing the construction of an addition
and alterations to a University building (herein called
the "Project"), by making a grant to the Board of Trus-
tees of the Ohio State University (herein called the "Ap-
plicant"), in the amount of 45 per cent of the cost of the
Project upon completion, as determined by the Federal
Emergency Administrator of Public Works (herein called
the "Administrator"), but not to exceed in any event, the
sum of \$65,454.

2. By acceptance of this Offer the Applicant cove-
nants to begin work on the Project as early as possible
but in no event later than 8 weeks from the date of this
Offer and to complete such Project with all practicable
dispatch, and in any event within 12 months from the
commencement of construction.

3. This Offer is made subject to the express condi-
tion that, if the Administrator shall determine at any
time that the Applicant has paid or agreed to pay,
whether directly or indirectly, a bonus, commission or fee
to any person, firm or corporation for attempting to
procure an approval of the Applicant's application, or
for alleged services in procuring or in attempting to pro-
cure such approval or for activities of the nature com-
monly known as lobbying performed or agreed to be per-
formed in connection with the application, then the
Administrator shall have the right, in his discretion, to
rescind this Offer and any agreements resulting here-
from, and, in the event of such rescission, the United
States of America shall be under no further obligation
hereunder.

UNITED STATES OF AMERICA
Federal Emergency Administrator
of Public Works

By (Signed) E. W. CLARK

For the Assistant Administrator

be and the same is hereby in all respects accepted.

Section 2. That said Board of Trustees of the Ohio State University agrees to abide by all Terms and Conditions relating to such grant, a copy of which Terms and Conditions were annexed to the Government's offer and made a part thereof.

Section 3. That the Secretary of the Board of Trustees of the Ohio State University be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified extracts from the minutes of this meeting showing the adoption and containing the full text of this resolution, and such further documents or proofs in connection with the acceptance of the Government's offer as may be requested by the Federal Emergency Administration of Public Works.

The above resolution was seconded by Dr. Altmaier, and was adopted with the following voting aye: Messrs. Caton, Altmaier, Atkinson, and Dargusch; and the following voting nay: none.

The Chairman thereupon declared said resolution carried and the Chairman thereupon signed said resolution in approval thereof.

* * * * *

After discussion of the offer of the United States of America to aid by way of grant in financing the construction of a Men's Dormitory building, including necessary equipment and service tunnels, the following resolution was proposed by Mr. Atkinson and read in full:

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE BOARD OF TRUSTEES OF THE OHIO STATE UNIVERSITY TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION OF A MEN'S DORMITORY BUILDING, INCLUDING NECESSARY EQUIPMENT AND SERVICE TUNNELS.

Be It Resolved by the Board of Trustees of the Ohio State University:

Section 1. That the offer of the United States of America to the Board of Trustees of the Ohio State University to aid by way of grant in financing the construction of a Men's Dormitory building, including necessary equipment and service tunnels, a copy of which offer reads as follows:

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.

Dated: August 22, 1938.

Docket No. Ohio 1990-F

Board of Trustees of the
Ohio State University
Columbus, Ohio

1. Subject to the Terms and Conditions (PWA Form No. 230, as amended to the date of this Offer), which are made a part hereof, the United States of America hereby offers to aid in financing the construction of a Men's Dormitory building, including necessary equipment and service tunnels (herein called the "Project"), by making a grant to the Board of Trustees of the Ohio State University (herein called the "Applicant"), in the amount of 45 per cent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator

of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of \$391,500.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 12 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 18 months from the commencement of construction.

3. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA ..
Federal Emergency Administrator
of Public Works

By (Signed) H. A. GRAY
Assistant Administrator.

be and the same is hereby in all respects accepted.

Section 2. That said Board of Trustees of the Ohio State University agrees to abide by all the Terms and Conditions relating to such grant, a copy of which Terms and Conditions were annexed to the Government's offer and made a part thereof.

Section 3. That the Secretary of the Board of Trustees of the Ohio State University be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified extracts from the minutes of this meeting showing the adoption and containing the full text of this resolution, and such further documents or proofs in connection with the acceptance of the Government's offer as may be requested by the Federal Emergency Administration of Public Works.

The above resolution was seconded by Dr. Altmaier, and was adopted with the following voting aye: Messrs. Caton, Altmaier, Atkinson, and Dargusch; and the following voting nay: none.

The Chairman thereupon declared said resolution carried and the Chairman thereupon signed said resolution in approval thereof.

* * * * *

Thereupon the Board adjourned to meet on Monday, September 12, 1938, 10:00 A.M., at the Ohio Agricultural Experiment Station, Wooster, Ohio.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND FOURTH MEETING OF THE BOARD OF TRUSTEES

Wooster, Ohio, September 12, 1938.

The Board of Trustees met in Wooster, Ohio, at 10:00 A.M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Carlton S. Dargusch, and Dr. Burrell Russell. Director E. N. Dietrich, of the State Department of Education, was also present.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the following recommendations as presented by Acting President McPherson were upon roll call unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
<i>Administration and Agricultural Extension</i>			
Marguerite Clark	Stenographer	Sept. 14, 1938	\$1,050.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Richard A. Ormsbee	Graduate Assistant	Sept. 30, 1938	450.00
<i>English</i>			
Charles A. Rowan	Assistant	June 30, 1938	954.00
<i>Political Science</i>			
Donald G. Bishop	Assistant	June 30, 1938	954.00
<i>Romance Languages</i>			
Vern L. Fluharty	Assistant	June 30, 1938	855.00
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
Robert Bartels	Assistant	June 30, 1938	900.00
Dillard E. Bird	Assistant	Sept. 30, 1938	900.00
<i>College of Education</i>			
<i>Music</i>			
Gilbert F. Stansell	Assistant	June 30, 1938	450.00
Kenneth E. Newland	Graduate Assistant	Sept. 30, 1938	450.00
<i>University School</i>			
Mary E. Yoder	Assistant Librarian	Aug. 31, 1938	1,356.00
<i>College of Engineering</i>			
<i>Chemical Engineering</i>			
Charles A. Rohrman	Assistant	Sept. 30, 1938	855.00
Howard P. Simons	Graduate Assistant	June 30, 1938	450.00

<i>College of Medicine</i>			
<i>Dispensaries</i>			
John V. Horst	Instructor	Aug. 31, 1938	1,000.00
Donald E. Yochem	Instructor	Aug. 31, 1938	600.00
<i>Medicine</i>			
A. S. Canowitz	Clinical Assistant	Aug. 31, 1938	150.00
<i>Physiological Chemistry and Pharmacology</i>			
R. W. Cunningham	Instructor	Sept. 30, 1938	2,504.00
Chester J. Cavallito	Graduate Assistant	Sept. 30, 1938	450.00
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Wilma H. Dolezal	Student Relief Clerk	Aug. 31, 1938	636.00
<i>Dietary</i>			
Lucile Wright	Administrative Dietitian	Aug. 27, 1938	1,104.00
Billie L. Linn	Diet Kitchen Helper	Aug. 5, 1938	588.00
<i>Nursing Care</i>			
Margaret R. Korns	Nurses Aide	Aug. 12, 1938	504.00
Herbert Roseler	Orderly	Aug. 31, 1938	684.00
<i>Operating Room</i>			
Martha D. Andrews	Nurses Aide	Aug. 31, 1938	504.00
<i>College of Veterinary Medicine</i>			
Robert J. Cyrog	Graduate Assistant	Aug. 31, 1938	450.00
Irene T. Johnson	Typist	Aug. 31, 1938	1,044.00
<i>Graduate School</i>			
Eleanor F. Brown	Scholar	June 30, 1938	250.00
<i>President's Division</i>			
<i>Library</i>			
Muriel Faulkner	Cataloguer	Oct. 15, 1938	1,260.00
Eltizabeth Balz	Library Assistant	Sept. 30, 1938	1,080.00
<i>Physical Education for Women</i>			
<i>Intramural Athletics</i>			
Jean Drake	Stenographer	June 30, 1938	960.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Jane Evans	Assistant to Registrar	Aug. 14, 1938	1,020.00
<i>Residence Halls</i>			
<i>Neil Hall</i>			
Nellie Ramseur Hardy	Maid	July 31, 1938	648.00
* * * * *			

Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Alice McKinney	Specialist in Home Furnishings	Sept. 15, 1938		\$2,500.00
Richard H. Baker	Assistant, Farm Management	Aug. 1, 1938		1,200.00
<i>College of Arts and Sciences</i>				
<i>Administration</i>				
Helen Buchanan	Stenographer	Sept. 19, 1938		960.00

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<i>Bacteriology</i>			
Hannah C. Gallagher	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
Warren Copenhefer	Animal Attendant	Oct. 1, 1938 for 9 months	675.00 period
<i>Chemistry</i>			
Albert L. Henne	Associate Professor	Sept. 1, 1938 (12 months)	No salary
<i>English</i>			
Hugh F. Wilson	Assistant	Oct. 1, 1938	Au.Wi.Sp. 954.00
Joseph R. Reaver	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
<i>Political Science</i>			
Charles A. Barrell	Instructor	Oct. 1, 1938	Au.Wi.Sp. 1,800.00
Ceph Leroy Stephens	Assistant	Oct. 1, 1938	Au.Wi.Sp. 954.00
John C. Sparks	Assistant	Oct. 1, 1938	Au.Wi.Sp. 900.00
Paul Kelso	Assistant (part time)	Oct. 1, 1938	Au.Wi.Sp. 468.00
<i>Romance Languages</i>			
Charles E. Carlut	Assistant	Oct. 1, 1938	Au.Wi.Sp. 855.00
<i>Speech</i>			
Lewis M. Ewing	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Anne C. Totten	Stenographer	Sept. 1, 1938	1,200.00
<i>Accounting</i>			
Martin K. Barrett	Assistant	Oct. 1, 1938	Au.Wi.Sp. 900.00
<i>Business Organization</i>			
Evelyn McDonald	Graduate Assistant	Oct. 1, 1938	Au. 150.00 period
J. Reid Roller	Graduate Assistant	Oct. 1, 1938	Au. 150.00 period
<i>College of Education</i>			
<i>Administration</i>			
Howard W. Crall	Assistant (part time)	Oct. 1, 1938	Au.Wi. 200.00 period
<i>Bureau of Educational Research</i>			
Cuthbert F. Daniel	Research Associate	Oct. 1, 1938	Au.Wi.Sp. 2,475.00 period
(Salary to be paid from General Education Board Funds—Rotary No. 7661)			
Hugh B. Masters	Research Associate	Aug. 15 to Dec. 31, 1938	No salary
(Mr. Masters will be paid direct by the General Education Board)			
Roy Wenger	Research Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00 period
(Salary to be paid from National Education Association Funds— Rotary No. 7495)			
<i>Education</i>			
Glenn Drummond	Part-time Instructor	Oct. 1, 1938	Au. Sp. 900.00 period
<i>Music</i>			
Samuel R. Goldman	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
Edith F. Lyman	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
<i>University School</i>			
Virginia Lou Bassett	Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
(Salary to be paid from Laboratory Supply Store—Pro Rata Funds)			
Janet MacLeod	Assistant Librarian	Sept. 1, 1938 (12 months)	1,356.00
<i>College of Engineering</i>			
<i>Chemical Engineering</i>			
Charles Robley Owens	Instructor (part time)	Oct. 1, 1938	Au.Wi.Sp. 855.00
<i>College of Medicine</i>			
<i>Dispensaries</i>			
Camille J. DeLor	Instructor	Sept. 1, 1938 (12 months)	500.00
Robert Kirk	Instructor	Sept. 1, 1938 (12 months)	500.00
Harve M. Clodfelter	Instructor	Sept. 1, 1938 (12 months)	200.00
John H. Mitchell	Instructor	Sept. 1, 1938 (12 months)	200.00
Robert H. Schoene	Instructor	Sept. 1, 1938 (12 months)	No salary
Clark Pritchett	Instructor	Sept. 1, 1938 (12 months)	No salary
Morris Guthrie	Assistant	Sept. 1, 1938 (12 months)	400.00
William F. Mitchell	Assistant	Sept. 1, 1938 (12 months)	200.00

<i>Medicine</i>			
Donald E. Yochem	Clinical Instructor	Sept. 1, 1938 (12 months)	150.00
John E. Hoberg	Clinical Instructor (Pediatric Dispensary)	Sept. 1, 1938 (12 months)	No salary
Clark Pritchett	Clinical Instructor (Dispensary)	Sept. 1, 1938 (12 months)	No salary
Robert H. Schoene	Clinical Instructor (Dispensary)	Sept. 1, 1938 (12 months)	No salary
Harve M. Clodfelter	Clinical Instructor (Dispensary)	Sept. 1, 1938 (12 months)	No salary
William F. Mitchell	Clinical Assistant (Medicine)	Sept. 1, 1938 (12 months)	No salary
Rollo W. Bonnell	Clinical Assistant (Medical Dispensary)	Sept. 1, 1938 (12 months)	No salary
Ruth A. Koons	Clinical Assistant (Pediatric Dispensary)	Sept. 1, 1938 (12 months)	No salary
Joseph H. Shepard	Clinical Assistant (Dermatology)	Sept. 1, 1938 (12 months)	No salary
<i>Physiological Chemistry and Pharmacology</i>			
Chester J. Cavallito	Assistant	Oct. 1, 1938	Au.Wi.Sp. 1,000.00
<i>Physiology</i>			
Harold R. Street	Research Assistant	Sept. 1, 1938 (12 months)	3,000.00
(Salary to be paid from Rockefeller Foundation Funds)			
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Wilma H. Dolezal	Clerk (student)	Sept. 1, 1938	Code (3) 972.00
<i>Dietary</i>			
Beatrice Evans	Administrative Dietitian	Sept. 1, 1938	(3&4 and room) 1,104.00
<i>Nursing Care</i>			
Mildred Ewing	General Duty Nurse	Aug. 12 to Oct. 31, 1938	(3&4) 900.00
Thelma Rodgers	General Duty Nurse— Isolation	Sept. 3 to Oct. 3, 1938	(3&4) 900.00
Geraldine Miedel	General Duty Nurse— Isolation	Sept. 3, 1938 to Jan. 31, 1939	(3&4) 900.00
Peggy Knapp	General Duty Nurse— Isolation	Sept. 3 to Oct. 3, 1938	(3&4) 900.00
Margaret VanBuren	General Duty Nurse— Isolation	Sept. 2 to Oct. 2, 1938	(3&4) 900.00
Helen Miller	General Duty Nurse— Obstetrics	Sept. 2, 1938 to June 30, 1939	(3&4) 900.00
(Above salaries to be paid from Rotary No. 7727)			
<i>College of Pharmacy</i>			
Joseph A. Zapotocky	Student Assistant	Oct. 1, 1938	Au.Wi.Sp. 198.00
<i>College of Veterinary Medicine</i>			
Myrta Johnston	Typist	Sept. 1, 1938	1,044.00
<i>Graduate School</i>			
Glenn Arthur Lowery	Fellow	Oct. 1, 1938	Au.Wi.Sp. 400.00
<i>President's Division</i>			
<i>Industrial Research</i>			
Cecil E. Boord	Supervisor	Sept. 1, 1938 (12 months)	1,500.00
Albert L. Henne	Associate Professor	Sept. 1, 1938 (12 months)	4,000.00
(Salaries to be paid from the American Petroleum Institute Funds)			
Warren B. Felter, Jr.	Ferro Enamel Corporation Fellow	Oct. 1, 1938 to June 30, 1939	750.00 period
(Salary to be paid from the Ferro Enamel Corporation Funds)			
<i>Library</i>			
Evelyn Baker	Cataloguer	Oct. 17, 1938	1,200.00
Marian Sloane	Librarian, Brown Hall	Oct. 1, 1938	900.00
Marian Hollingshead	Librarian, Social Administration Building	Oct. 1, 1938	900.00
Helen Robuck	Library Assistant	Sept. 15, 1938	900.00
Frances Earhart	Library Assistant	Oct. 1, 1938	900.00
Pauline Ramsey	Library Assistant	Oct. 1, 1938	900.00

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<i>Physical Education for Men</i>			
Noel H. Petree	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp. 450.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Lou Mesloh	Assistant to Registrar	Aug. 15, 1938	1,020.00
<i>Entrance Board</i>			
Ada Ruth Davis	Clerk	Sept. 12, 1938 for 1 month	80.00 period
Jane Littleton	Clerk	Sept. 12, 1938 for 1 month	80.00 period
Ellen Vick	Clerk	Oct. 1, 1938 for 1 month	80.00 period
<i>University Health Service</i>			
Earl Baxter	University School Pediatric Consultant and Examiner	Sept. 1, 1938 for 10 months	300.00 period
<i>Athletics</i>			
John E. Blicke	Instructor	Sept. 1, 1938 (12 months)	2,700.00
William D. Heintz	Assistant Track Coach	Sept. 1, 1938 for 10 months	600.00 period
Gomer T. Jones	Assistant Football Coach	Sept. 1, 1938 for 10 months	400.00 period
Wayne B. Wright	Assistant Baseball Coach	Sept. 1, 1938 for 10 months	300.00 period
Dorothy Fogle	Stenographer	Sept. 1, 1938 for 10 months	800.00 period
<i>Residence Halls</i>			
<i>Oxley and Mack Halls</i>			
Myrtle Campbell	Maid	Aug. 1, 1938	Code (3) 540.00
* * * * *			

Changes in Title

Name	Title—From	To	Effective
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
Philip Schaffner	Graduate Assistant	Instructor (For one year only)	Oct. 1, 1938
<i>Geography</i>			
Alford Archer	Graduate Assistant	Assistant	Oct. 1, 1938
<i>College of Medicine</i>			
<i>Medicine</i>			
C. J. DeLor	Clinical Assistant	Clinical Instructor	Sept. 1, 1938
Robert Kirk	Clinical Assistant	Clinical Instructor	Sept. 1, 1938
Nicholas Michael	Clinical Assistant (Psychiatry)	Clinical Instructor (Psychiatry)	Sept. 1, 1938
Marion L. Ainsworth	Clinical Assistant (Pediatrics)	Clinical Instructor (Pediatrics)	Sept. 1, 1938
Harrison Evans	Clinical Assistant	Clinical Instructor	Sept. 1, 1938
Oram C. Woolpert	Assistant Professor (Infectious Diseases)	Associate Professor (Infectious Diseases)	Oct. 1, 1938
* * * * *			

Changes in Salary

Name	Title	Effective	Annual Rate From	To
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Philip Schaffner	Instructor (Salary to be paid in nine monthly installments)	Oct. 1, 1938	\$ 450.00	\$2,004.00
<i>Geography</i>				
Clarence Heskett	Assistant	Oct. 1, 1938	600.00	750.00
Lowry B. Karnes	Assistant	Oct. 1, 1938	600.00	750.00
Alford Archer	Assistant	Oct. 1, 1938	450.00	600.00

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College of Medicine					
<i>Dispensaries</i>					
Oscar W. Jepsen	Instructor	Sept. 1, 1938	600.00	200.00	
<i>Medicine</i>					
Marion L. Ainsworth	Clinical Instructor (Pediatrics)	Sept. 1, 1938	No salary	100.00	
Harrison Evans	Clinical Instructor (Pediatrics)	Sept. 1, 1938	No salary	100.00	
<i>Physiological Chemistry and Pharmacology</i>					
George H. Ruggy	Instructor in Pharmacology	Oct. 1, 1938	1,800.00	2,504.00	
<i>Athletics</i>					
Frederick C. Mackey	Assistant Professor	Sept. 1, 1938	3,600.00	3,900.00	
*	*	*	*	*	*

Changes in Quarters of Service

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Horticulture and Forestry</i>			
N. F. Childers	Assistant Professor	Au. Wi. Sp.	12 months basis, eff. July 1, 1938
<i>College of Arts and Sciences</i>			
<i>Romance Languages</i>			
Don L. Demorest	Professor	Au. Wi. Sp.	Su. Au. Wi.
Girdler B. Fitch	Instructor	Au. Wi. Sp.	Su. Au. Wi. Sp.
<i>English</i>			
Harold R. Walley	Professor	Su. Au. Wi. Sp.	Su. Wi. Sp.
<i>President Division</i>			
<i>Physical Education for Women</i>			
Violet Boynton	Assistant Professor	Au. Wi. Sp.	1st term { Su. } Au. Wi. Sp.
*	*	*	*

Miscellaneous

Recommendations

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad and pullman fare only be paid by the University from funds as designated:

N. T. Bobrovnikoff, Director of Perkins Observatory, to attend a meeting of the American Astronomical Society and the Advisory Committee of the Perkins Observatory in Ann Arbor, Michigan, September 14-18, 1938 (from Perkins Observatory Rotary funds);

Elizabeth Simmerman, Director of Business Administration, Starling-Loving Hospital, to attend the Hospital Conference held in connection with the Congress of the American College of Surgeons, in New York City, October 16-22, 1938 (from Hospital Rotary funds).

That the Business Manager be authorized to pay to Peter H. Odegard, former Professor in the Department of Political Science, the amount in full (\$1584) standing to his credit for teaching during the Summer Quarter 1938.

That the date of the resignation of Kathleen Clary, Library Assistant, be changed from September 30 to September 15, 1938.

That William F. Heimlich, Production Supervisor, Broadcasting Station, be granted leave of absence, with salary, from September 12 to 25, 1938 for active duty with the regular Army.

That the following leaves of absence, without salary, be granted:

Name	Title	Period of Leave
Donald C. Power	Associate Professor, Business Organization	Au. Qr. 1938
John H. Garland	Instructor, Geography	October 1, 1938 to March 27, 1939
Jane H. Burrows	Stenographer, College of Education	September 22, 1938 for one year
Lottie Moore	Diet Kitchen Helper, Starling-Loving Hospital	August 14 to September 8, 1938

That the agreement between the Ohio State University and the Dairy and Ice Cream Machinery and Supplies Association, Inc. of New York City, be continued for the year 1938-1939.

That the research agreements hitherto entered into between the Ohio State University and the Ohio State Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

American Petroleum Institute, New York City—Investigation of Pure Hydrocarbons;

Ferro Enamel Corporation, Cleveland, Ohio—Investigation of the determination of physical factors and the relations of enamel composition to these factors.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$3375 constituting the first quarterly payment from the Progressive Education Association for study entitled "Commission on the Relation of School and College" (Rotary No. 7147);

\$200 from the Town and Country Garden Club of Cleveland, Ohio, for a scholarship which has been awarded to William Haberecht for the year 1938-1939.

* * * * *

Acting President McPherson now recommended that the salary of James M. Whitsett, Instructor in the Department of Economics, be increased from \$2004 to \$2500 per annum, effective October 1, 1938.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above recommendation of the Acting President was upon roll call unananimously approved.

* * * * *

Acting President McPherson now reported the death of Frank A. Ray, Emeritus Professor in the College of Engineering, on August 9, 1938, and of Dr. Edwin Asher Hamilton, Assistant Professor in Surgery in the College of Medicine, on July 31, 1938, and presented the following minutes for the consideration of the Board:

Frank A. Ray graduated from the University, a member of the class of 1887. After several years of experience in the mining industry, he entered the University service in 1894 as Assistant Professor of Mine Engineering. He was made full Professor in June of 1900 and from 1906 to 1908 he was Dean of the College of Engineering. In 1921 he was made Consulting Director of the School of Mines and he became Emeritus Professor in 1928.

Professor Ray was recognized as one of the outstanding leaders in all matters pertaining to the mining industry, and from time to time was called upon to carry on important

investigations in this field, both in our own country and abroad; but wherever his duties took him, his heart was ever in the University and his incessant labor and wise counsel were important factors in the up-building of our College of Engineering and the School of Mines. A distinguished scientist, a wise counselor, a true friend to faculty and students alike, all mourn his untimely death. The Board of Trustees hereby expresses its sincere appreciation for his outstanding services in behalf of the University.

Dr. Edwin Asher Hamilton entered the service of the University as Assistant Professor of Proctology, July 1, 1914, and was made Assistant Professor of Surgery, July 1, 1916, a position which he retained until the time of his death.

Dr. Hamilton was not only a distinguished surgeon, outstanding in his special field, but he had a warm interest in our College of Medicine and in many ways rendered valuable services to its advancement. The Board of Trustees expresses its very great appreciation for all his services in behalf of the University.

Upon motion of Dr. Altmaier, seconded by Mr. Dargusch, the above minutes were ordered made a part of the record of this meeting and the Acting President was requested to send copies thereof to the respective families.

* * * * *

The Board now gave consideration to the drawings, specifications, estimate of cost, bill of materials and form of proposal for the proposed Men's Dormitory as prepared by the University Architect.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board upon roll call unanimously approved the plot plan covering the proposed excavation for the Men's Dormitory, and also the plan and details covering the Service Tunnel for the Men's Dormitory.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the specifications, estimate of cost, bill of materials and form of proposal for the proposed excavation and construction of a Service Tunnel as prepared by the University Architect for the Men's Dormitory were upon roll call unanimously approved, and the Secretary was directed to present same to the Director of Public Works for his approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

The Board now gave consideration to the drawings, specifications, estimate of cost, bill of materials and form of proposal for the proposed Women's Dormitories as prepared by the University Architect.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board upon roll call unanimously approved the plot plan covering the proposed excavation for the Women's Dormitories, and also the plan and details covering the Service Tunnel for the Women's Dormitories.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the specifications, estimate of cost, bill of materials and form of proposal for the proposed excavation and construction of a Service Tunnel as pre-

pared by the University Architect for the Women's Dormitories were upon roll call unanimously approved, and the Secretary was directed to present same to the Director of Public Works for his approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

The Secretary reported that under date of August 19, 1938 the Attorney General was advised that the Ohio State University had decided to proceed with the construction of Dormitories for Men and Dormitories for Women under authority of Amended Senate Bill No. 492; and that the funds for the construction of these two projects would be derived from the sale of revenue bonds and from grants from the Federal Emergency Administration of Public Works. The opinion of the Attorney General was requested as to where these funds should be deposited—whether with the State Treasurer or with the University Treasurer.

In formal Opinion No. 2899, dated August 31, 1938, the Attorney General concluded as follows:

"It is my opinion that funds derived by a university for the construction of a dormitory under authority of Section 7923-1, General Code, from the sale of notes or bonds or from the federal government should not be paid into the state treasury, but should be held by the treasurer of such university."

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote ordered that the Secretary deposit the funds derived from the sale of revenue bonds and grants from the federal government for the construction of a Men's Dormitory and the Women's Dormitories with the Treasurer of the University, pursuant to the advice of the Attorney General as contained in formal Opinion No. 2899 dated August 31, 1938.

* * * * *

In view of the large amounts of money which will be deposited with the University Treasurer due to the construction of building projects now under contemplation, the Secretary reported to the Board that under date of August 19, 1938, the advice of the Attorney General was requested as to what procedure should be followed by the Board of Trustees in the way of securing collateral or security from the depository in order to protect the liability of the Board of Trustees and the liability of its Treasurer in case of failure of the depository.

In formal Opinion No. 2899, dated August 31, 1938, the Attorney General states that in the enactment of the banking laws prescribing the powers of state banks as well as in the enactment of the Uniform Depository Act, a situation such as that which now confronts the Ohio State University, involving the deposit of substantial sums, was not considered by the General Assembly. He states further that the remedy for this situation lies with the Legislature and suggests that his office will be ready to prepare an amendment to the present law for presentation to the next General Assembly. However, he concludes his opinion with the following statement:

"In conclusion, I may say that your Treasurer should, of course, endeavor in so far as is possible to protect deposits of this nature by attempting to secure the hypothecation of collateral in the absence of an express adjudication of this ques-

tion of power hereinabove discussed by a court of competent jurisdiction in this state."

The Secretary reported that upon receipt of this Opinion, formal request was made of the Ohio National Bank, the depository for the funds of the Treasurer of the University, as to just what type and amount of collateral the Ohio National Bank would be willing to hypothecate in order to protect the liability of the Board of Trustees and the liability of its Treasurer. To this request, the Ohio National Bank replied as follows:

September 10, 1938

Mr. Carl E. Steeb, Secretary to the
Board of Trustees
The Ohio State University
Columbus, Ohio

Dear Mr. Steeb:

We refer to your letter of September 9th regarding certain funds to be deposited in the University Treasurer's account in the Ohio National Bank.

We wish to advise that we will be pleased to pledge as security first mortgages and high grade municipal bonds in sufficient amount to fully satisfy your Board.

We appreciate this opportunity to be of service to the University.

Yours very truly,
(Signed) AVERY G. CLINGER,
President.

* * * * *

The Secretary reported that the Board of Trustees at its meeting held September 20, 1937, upon recommendation of President Rightmire, ordered the Secretary to set up a special fund from the monies received from transcript fees, expenditures from this fund to be made upon requisition signed by the Registrar and to be used for the purpose of defraying expenses connected with the issuance of transcripts, including the purchase of equipment and supplies used in this work.

Prior to September 20, 1937, these fees were deposited in the General Revenue Fund of the state and were not credited to the University account; all expenses connected with the preparation of transcripts of record were paid from University appropriations.

The State Examiner, under date of September 9, 1938, took exception to this action on the part of the Board and expressed the opinion that funds so collected should be deposited to the credit of the General Revenue Fund of the state and should not be subject to the use of the University.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Secretary was directed to call to the attention of the Attorney General the opinion of the State Examiner and to request from the Attorney General formal opinion as to the right of the Board of Trustees to fix such a fee and to use the funds so derived.

* * * * *

The Secretary now reported to the Board that bids for the Addition to Journalism Building (PWA Docket No. Ohio 1986-F) will be received on September 21, 1938.

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Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Cabinet was authorized, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented a communication from Mr. L. W. St. John, Director of Athletics, stating that under date of June 2, 1938, the Athletic Board had made provision in the annual budget for funds in connection with the Works Progress Administration project for the construction of the additional nine holes for the Ohio State University Golf Course and for an addition to the Golf Club House. Mr. St. John stated that funds to cover the sponsor's contribution are available.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the Secretary was authorized by unanimous vote to execute this supplemental WPA proposal relative to the University Golf Course project.

* * * * *

The Secretary presented for information and record the following communication from the Director of Public Works relative to the authorization of the University Architect to prepare the necessary drawings, specifications, etc., for the Women's Dormitories:

August 18, 1938.

Mr. Carl E. Steeb
Secretary, Board of Trustees
Ohio State University
Columbus, Ohio

Women's Dormitory
Ohio State University

Dear Sir:

I hereby approve the following named project at the Ohio State University for the purpose of filing application to the Federal Emergency Administration of Public Works (PWA) for grants for Federal aid:

Women's Dormitory
Ohio State University

The University Architect, Howard Dwight Smith, is hereby authorized to prepare the necessary drawings and specifications for the completion of this project.

Very truly yours,

DEPARTMENT OF PUBLIC WORKS
(Signed) CARL G. WAHL
Director.

* * * * *

At the last meeting of the Board, Mr. Dargusch and the Secretary were directed to request of the State Emergency Board funds for the purchase of the so-called Smith property located in Put-in-Bay.

The committee now reported that when this matter had been discussed informally with the members of the Emergency Board, it was suggested to the committee that this property might be purchased

from funds under the control of the Ohio Conservation Council, and information has since been received that the Ohio Conservation Council has approved such a purchase and has made formal request of the State Emergency Board for the transfer of funds for this purpose.

* * * * *

The committee, consisting of Mr. Dargusch and the Secretary, reported further that the State Emergency Board took no action on the request authorized by the Board of Trustees at its last meeting with regard to additional funds to purchase materials needed for the Works Progress Administration projects on the campus.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, \$3,000 was by unanimous vote appropriated from the Interest on Endowment Fund, to be used for the purchase of paint materials necessary to complete the painting projects now approved by the Works Progress Administration. The labor for this work is supplied by the WPA.

* * * * *

Upon motion of Dr. Russell, seconded by Mr. Dargusch, \$3,000 was by unanimous vote transferred from Rotary No. 7970, University Print Shop, to Rotary No. 7999, General Maintenance, for printing purposes, and \$3,000 was also transferred from Rotary No. 7951, University Bookstore, to Rotary No. 7999, General Maintenance.

* * * * *

Satisfactory evidence having been presented that the original diplomas had been stolen and damaged, respectively, it was moved by Dr. Russell, seconded by Dr. Altmaier, and ordered by unanimous vote that duplicate diplomas be granted to the following persons:

- Louis Theodore Spohr—Doctor of Medicine—June, 1934
- Joseph James Reingold—Doctor of Dental Surgery—June, 1937

Upon motion of Dr. Russell, seconded by Dr. Altmaier, a new diploma was granted by unanimous vote to Helen Elizabeth Brewer who received the degree of Master of Arts in September, 1937. Miss Brewer has submitted the legal papers showing that her name has been changed from Helen Elizabeth Sears.

* * * * *

The Chairman announced the appointment of Mr. Herbert S. Atkinson and Mr. Carlton S. Dargusch to represent the Board of Trustees at the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions which will be held at the University of Colorado, Boulder, Colorado, October 13, 14, and 15, 1938. Expenses for this trip will be paid from Interest on Endowment Funds.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote selected Mr. Tom Miller to act as Assistant to the Secretary to prepare the necessary bond transcripts for the Men's and Women's Dormitories projects.

* * * * *

The Secretary read a communication from Dr. B. A. Eisenlohr, Emeritus Professor in the Department of German, concerning the

establishment of an endowment fund under the following conditions:

At his death, a bequest of \$1,000 will be made to the University, the income to be expended as follows:

- (a) for 25 years an annual payment of \$30 shall be made to the caretaker of his cemetery lot located in New Lexington, Ohio;
- (b) the excess over \$30 shall be used for the purchase of books for the Department of German at the Ohio State University;
- (c) after 25 years all of the income shall be used for the purchase of books for the Department of German.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Secretary was directed to advise Dr. Eisenlohr that the Board of Trustees will accept the trust under the conditions as outlined above, and the Secretary was also instructed to express to Dr. Eisenlohr the appreciation of the Board for his thoughtfulness in this matter.

* * * * *

Mr. Dargusch now presented the transcript as prepared by Mr. Tom Miller covering the issuance of bonds for the Men's Dormitory.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the following resolution, subject to the approval of the Attorney General, was upon roll call unanimously adopted:

(This resolution was rescinded by the Board of Trustees at its meeting on October 22, 1938; for revised resolution see the minutes of that meeting).

* * * * *

Mr. Dargusch presented the transcript as prepared by Mr. Tom Miller covering the issuance of bonds for the Women's Dormitories.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the following resolution, subject to the approval of the Attorney General, was upon roll call unanimously adopted:

(This resolution was rescinded by the Board of Trustees at its meeting on October 22, 1938; for revised resolution see the minutes of that meeting).

* * * * *

The Secretary now presented a telegram just received from Mr. G. L. Rounds, Acting Regional Director of the Federal Emergency Administration of Public Works, outlining an offer, dated September 13, 1938, which had been mailed by that office to the Board of Trustees of the Ohio State University, to aid by way of grant in financing the construction of Women's Dormitories, including connecting tunnels and necessary equipment (Docket No. Ohio 2095-F).

Mr. Rounds stated further in the telegram that, inasmuch as the offer is dated September 13th, formal acceptance by the Board of Trustees should be taken on September 13th. Therefore, further consideration of this offer was deferred until the morning session.

* * * * *

The Board now recessed to meet in the morning at 9:00 A.M.

September 13, 1938.

The Board met at 9:00 A.M., pursuant to recess, with the same members present as at yesterday's session.

* * * * *

After discussion of the offer of the United States of America to aid by way of grant in financing the construction of Women's Dormitories, including connecting tunnels and necessary equipment, the following resolution was proposed by Mr. Dargusch and read in full:

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE BOARD OF TRUSTEES OF THE OHIO STATE UNIVERSITY TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION OF WOMEN'S DORMITORIES, INCLUDING CONNECTING TUNNELS AND NECESSARY EQUIPMENT

Be it Resolved by the Board of Trustees of the Ohio State University:

Section 1. That the offer of the United States of America to the Board of Trustees of the Ohio State University to aid by way of grant in financing the construction of Women's Dormitories, including connecting tunnels and necessary equipment, a copy of which offer reads as follows:

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.

Dated: September 13, 1938

Docket No. Ohio 2095-F

Board of Trustees of the
Ohio State University
Columbus, Ohio

1. Subject to the Terms and Conditions (PWA Form No. 230, as amended to the date of this Offer), which are made a part hereof, the United States of America hereby offers to aid in financing the construction of Women's Dormitories, including connecting tunnels and necessary equipment (herein called the "Project"), by making a grant to the Board of Trustees of the Ohio State University (herein called the "Applicant") in the amount of 45 per cent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed in any event, the sum of \$234,900.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 14 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 18 months from the commencement of construction.

3. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's

application, or for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements resulting herefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA
Federal Emergency Administrator
of Public Works
By (Signed) H. A. GRAY
Assistant Administrator.

be and the same is hereby in all respects accepted.

Section 2. That said Board of Trustees of the Ohio State University agrees to abide by all the Terms and Conditions relating to such grant, a copy of which Terms and Conditions were annexed to the Government's offer and made a part thereof.

Section 3. That the Secretary of the Board of Trustees of the Ohio State University be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified extracts from the minutes of this meeting showing the adoption and containing the full text of this resolution, and such further documents or proofs in connection with the acceptance of the Government's offer as may be requested by the Federal Emergency Administration of Public Works.

The above resolution was seconded by Dr. Russell, and was adopted, with the following voting aye: Messrs. Caton, Altmaier, Dargusch and Russell; and the following nay: none.

The Chairman thereupon declared said resolution carried and the Chairman thereupon signed said resolution in approval thereof.

* * * * *

Thereupon the Board adjourned to meet on Monday, October 10, 1938, 9:30 A.M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND FIFTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, October 10, 1938.

The Board of Trustees met in Columbus, Ohio, at 9:30 A.M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, Dr. Burrell Russell and Lockwood Thompson.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Upon motion of Mr. Atkinson, seconded by Miss Campbell, the following recommendations as presented by Acting President McPherson were upon roll call unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Robert C. Clark	Instructor in Rural Sociology	Aug. 31, 1938	\$2,000.00
Martha Dush	Home Dem. Agent, Portage County	Oct. 15, 1938	2,100.00
Virginia Judy Sower	Home Dem. Agent, Scioto County	Sept. 30, 1938	2,000.00
Arline Graff	Home Dem. Agent, Meigs County	Sept. 30, 1938	2,000.00
Mary Hilles Murphy	Stenographer (part-time)	Sept. 30, 1938	360.00
<i>College of Agriculture</i>			
<i>Administration</i>			
Mary Hilles Murphy	Stenographer (part-time)	Sept. 30, 1938	120.00
Margaret Wasem	Stenographer (part-time)	Sept. 30, 1938	540.00
<i>Agricultural Chemistry</i>			
Lawson F. Marcy	Graduate Assistant	Sept. 30, 1938	450.00
<i>Animal Husbandry</i>			
George Barrett	Graduate Assistant	June 30, 1938	450.00
Ralph Butler	Student Laborer	Sept. 30, 1938	360.00
George Barrett	Student Laborer	Sept. 30, 1938	360.00
Laysel Hochstetler	Student Laborer	Sept. 30, 1938	360.00
<i>Horticulture and Forestry</i>			
Robert K. Gerber	Student Laborer	Sept. 30, 1938	450.00
<i>College of Arts and Sciences</i>			
<i>English</i>			
Lowell P. Leland	Graduate Assistant	June 30, 1938	450.00
<i>Geology</i>			
Roger Buss	Graduate Assistant	June 30, 1938	450.00

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College of Commerce and Administration
Economics

Oscar E. Altman Instructor Sept. 30, 1938 2,004.00

Sociology

Louise M. Spaeth Instructor Sept. 30, 1938 2,040.00

College of Education

Administration

Howard W. Crall Assistant (part time) Sept. 30, 1938 200.00

Kathryn Riley Stenographer Sept. 30, 1938 1,200.00

Bernardine Howard Stenographer Oct. 9, 1938 960.00

Bureau of Educational Research

Mary Howe Stenographer Sept. 30, 1938 1,200.00

Music

Robert S. Tangeman Instructor Sept. 30, 1938 2,508.00

Psychology

Glenn M. Blair Instructor Sept. 30, 1938 2,004.00

Richard H. Leukart Assistant June 30, 1938 954.00

Harry C. Mahan Assistant June 30, 1938 954.00

Gladys Kiljjan Assistant (part time) Sept. 30, 1938 100.00

Naomi M. Ekdahl Graduate Assistant June 30, 1938 450.00

Allen L. Edwards Graduate Assistant June 30, 1938 450.00

University School

Alice Stone Assistant June 30, 1938 450.00

College of Engineering

Electrical Engineering

Clarence Goodheart Graduate Assistant June 30, 1938 450.00

Industrial Engineering

Robert S. Bee Student Assistant Sept. 30, 1938 300.00

College of Medicine

Medicine

Elizabeth Wareham Technical Assistant Sept. 30, 1938 912.00

Pathology

Edith Miller Instructor in Clinical Sept. 30, 1938 1,800.00

Harry Henderson Resident Pathologist Aug. 31, 1938 600.00

Lois Atkinson Part-time Assistant Sept. 30, 1938 150.00

Physiological Chemistry

Chester J. Cavallito Assistant Sept. 30, 1938 1,000.00

Surgical Research

Norman L. Matthews Research Assistant June 30, 1938 450.00

Starling-Loving Hospital

Nursing Care

George E. Minnich Orderly Sept. 30, 1938 684.00

Laboratories

Florence H. Wood Chief Laboratory Oct. 31, 1938 1,800.00

Marie Moorhead Technician Sept. 30, 1938 1,500.00

Harry Henderson Resident in Pathology Aug. 31, 1938 300.00

Dietary

Dema Osbun Waitress Aug. 31, 1938 588.00

Clara Blakely Diet Kitchen Helper Sept. 16, 1938 588.00

Starling-Loving Hospital—Rotary 7727

Nursing Care

Ruby Potter Instructor in Obstetrics Sept. 16, 1938 1,500.00

Eva Brunt General Duty Nurse Aug. 31, 1938 900.00

Elsie Wilcox General Duty Nurse Aug. 31, 1938 900.00

Charlotte Richards General Duty Nurse Sept. 19, 1938 900.00

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Eva Higgins Averill	General Duty Nurse	Sept. 30, 1938	900.00
Carmen Berry	General Duty Nurse	Sept. 30, 1938	900.00
<i>School of Nursing</i>			
Francesa George	Instructor in Nursing	Aug. 31, 1938	2,400.00
Katherine McNair	Instructor in Nursing Arts	Sept. 30, 1938	2,400.00
<i>Graduate School</i>			
Henry H. Remak	Scholar	Sept. 30, 1938	250.00
Paul Kelso	Scholar	Sept. 30, 1938	250.00
<i>President's Division</i>			
<i>Military Science</i>			
Dorothy O. Smith	Stenographer	Sept. 30, 1938	1,140.00
<i>Physical Education for Women</i>			
Lucille Stoll	Graduate Assistant	June 30, 1938	450.00
<i>Administrative-Division</i>			
<i>Entrance Board</i>			
Ellen Vick	Clerk	Sept. 30, 1938	360.00
<i>Dean of Men's Office</i>			
Ruby Pearl Evans	Stenographer	Nov. 15, 1938	1,200.00
<i>Typewriter Repair Service</i>			
Richard Hegler	Mechanic (Typewriter Repair)	Sept. 30, 1938	1,500.00
<i>Physical Plant Division</i>			
<i>Police and Watchmen</i>			
Clare M. Carpenter	Nightwatchman	Sept. 30, 1938	1,200.00
<i>Student Employment Office</i>			
Florence Goddard	Student Typist	June 30, 1938	400.00
<i>Stores and Receiving</i>			
Barbara G. Seaman	Clerk	Sept. 30, 1938	1,200.00
<i>Pomerene Refectory</i>			
Mary Boeticker	Counter Assistant	Sept. 30, 1938	780.00
Dorothy R. Gibbs	Graduate Assistant	Sept. 30, 1938	450.00
Leona J. Rowe	Cook	Oct. 7, 1938	780.00
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Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Dorothy Stamback	Home Dem. Agent, Scioto County	Oct. 1, 1938		\$2,000.00
Ruth E. Knoch	Home Dem. Agent, Morgan County	Sept. 1, 1938		1,800.00
Winifred Gray	Stenographer (part time)	Sept. 15, 1938		600.00
Thelma Davis	Stenographer (part time)	Oct. 1, 1938		480.00
Maxine Goodwin	Stenographer (part time)	Oct. 1, 1938		360.00
<i>College of Agriculture</i>				
<i>Administration</i>				
Winifred Gray	Stenographer (part time)	Sept. 15, 1938		450.00
*Thelma Davis	Stenographer (part time)	Oct. 1, 1938		480.00
*Maxine Goodwin	Stenographer (part time)	Oct. 1, 1938		120.00
	*(Salaries paid from Rotary No. 7250)			
<i>Agricultural Chemistry</i>				
Glenn O. Pettijohn	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00

Agricultural Education

Lloyd B. Fidler	Instructor (Salary to be paid from George-Deen Funds)	Oct. 1, 1938	Au.Wi.	1,200.00 period
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Animal Husbandry

Frank W. Jones, Jr.	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
Paul Boerger	Student Laborer	Oct. 1, 1938 (12 months)		240.00
Kenneth Elliott	Student Laborer	Oct. 1, 1938 (12 months)		240.00
Hugh Stiver	Student Laborer	Oct. 1, 1938 (12 months)		240.00
Daniel Thomas	Student Laborer	Oct. 1, 1938 (12 months)		240.00
Thomas Williams	Student Laborer	Oct. 1, 1938 (12 months)		240.00
Lawrence Elliott	Student Laborer	Oct. 1, 1938 (12 months)		240.00
Omer Rasor	Student Laborer	Oct. 1, 1938 (12 months)		240.00

Dairy Technology

Russell L. Fifer	Assistant (Salary to be paid as follows: \$1,257.00 from A-1 399.00 from Farm Rotary No. 7250)	Oct. 1, 1938 (12 months)		1,656.00
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Home Economics

Hazel Huston Price	Assistant Professor	Oct. 1, 1938 for 9 months		2,529.00 period
Georgianna Rew	Assistant (part time) (Above salaries to be paid from Smith-Hughes Funds)	Oct. 1, 1938	Au.Wi.Sp.	675.00
Mildred Van Nest	Research Assistant	Oct. 1, 1938 for 8 months		800.00 period
Martha Dush	Assistant (part time) (Salaries to be paid from George-Deen Funds)	Oct. 1, 1938	Au.Wi.Sp.	675.00
Emily M. Johnstone	Part-time Assistant (Salary to be paid from Home Economics Nursery School Rotary Fund No. 7310)	Oct. 1, 1938 for 8 months		400.00 period
Margaret Bremner	Assistant (part time)	Oct. 1, 1938	Au.Wi.Sp.	600.00
Martha Dush	Assistant (part time)	Oct. 1, 1938	Au.	75.00 period
Cornelia Evans	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
Mary Jane Madden	Student Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period

Horticulture and Forestry

Elbert L. Agnew	Graduate Assistant	Oct. 1, 1938 (12 months)		450.00
*Charles D. Fitzgerald	Graduate Assistant (part time) *(Salary to be paid from Farm Rotary No. 7250)	Oct. 1, 1938 (12 months)		300.00

Rural Economics

Mabel Snyder	Stenographer	Oct. 1, 1938		960.00
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Zoology and Entomology

James T. Walker	Graduate Assistant	Oct. 1, 1938	Au.	150.00 period
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*College of Arts and Sciences**Administration*

Elinor Bayer	Stenographer	Sept. 1, 1938		960.00
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Bacteriology

John Newbauer	Technical Assistant	Oct. 1, 1938	Au.Wi.Sp.	675.00 period
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(Salary to be paid as follows: \$50.00 per month from Laboratory Supply Store—
Pro Rata Funds

*Donald Gilpin	Technical Assistant	Oct. 1, 1938	Au.Wi.Sp.	180.00 period
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*William Bradley	Technical Assistant	Oct. 1, 1938	Au.Wi.Sp.	180.00 period
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*(Above salaries to be paid from Laboratory Supply Store—Pro Rata Funds)

Geology

Susan Smith Hobbs	Graduate Assistant	Oct. 1, 1938	Au.	150.00 period
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History

Earl Beck	Reader	Oct. 1, 1938	Au.Wi.Sp.	200.00
Margaret Koehler	Reader	Oct. 1, 1938	Au.Wi.Sp.	200.00
David Lattimer	Reader	Oct. 1, 1938	Au.Wi.Sp.	200.00
Elmer E. Noyes	Reader	Oct. 1, 1938	Au.Wi.Sp.	200.00

<i>Speech</i>					
Kenneth R. Baile	Assistant (part time)	Oct. 1, 1938	Au. Wi. Sp.	300.00	
<i>College of Commerce and Administration</i>					
<i>Accounting</i>					
Norma Davis	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00	
George H. Winchell	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
<i>Business Organization</i>					
Warren Whitlinger	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00	
Marjorie Poston	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
H. Peter Carstensen	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
Ralph Ablon	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
<i>Economics</i>					
Arthur Salz	Professor	Oct. 1, 1938	Au. Wi. Sp.	4,000.00	period
(Salary to be paid as follows: \$2,000.00 by Lazarus Brothers of Columbus, Ohio \$2,000.00 by Emergency Committee in Aid of Displaced German Scholars of New York City)					
Jack Colclough	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00	
Robert E. Emmer	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00	
Dwight Morehead	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
<i>Sociology</i>					
Christopher E. Sower	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00	
<i>College of Dentistry</i>					
Robert T. Trippy	Demonstrating Assistant	Oct. 1, 1938	Au. Wi. Sp.	800.00	
(Salary to be paid from Dental Clinic Rotary No. 7160)					
<i>College of Education</i>					
<i>Administration</i>					
Marjorie Lisle	Stenographer	Oct. 1, 1938		1,200.00	
Florabel Carpenter	Stenographer	Sept. 21, 1938		960.00	
Ruth Vaughters	Stenographer	Oct. 10, 1938		960.00	
Margie A. Plummer	Assistant (part time)	Oct. 1, 1938	Au. Wi.	200.00	period
<i>Bureau of Educational Research</i>					
A. L. Chapman	Research Associate	Sept. 1, 1938	Au. Wi.	No salary	
James D. Finn	Research Associate	Sept. 1, 1938	Au.	No salary	
(Salaries to be paid direct by General Education Board)					
Hazel L. Gibbony	Research Assistant	Oct. 1, 1938	Au. Wi. Sp.	No salary	
Ila H. Church	Stenographer	Oct. 1, 1938		1,200.00	
<i>Education</i>					
James K. Skipper	Part-time Instructor	Oct. 1, 1938	Au.	267.00	period
Archibold Anderson	Part-time Instructor	Oct. 1, 1938	Au.	267.00	period
Alan Griffin	Assistant	Oct. 1, 1938	Au. Wi. Sp.	801.00	
R. H. Richards	Assistant	Oct. 1, 1938	Au.	No salary	
James L. Oppelt	Graduate Assistant	Oct. 1, 1938	Au. Wi. Sp.	450.00	
Chester C. Carrothers	Graduate Assistant	Oct. 1, 1938	Au.	150.00	period
<i>Fine Arts</i>					
Kathleen B. Williams	Assistant	Oct. 1, 1938	Au.	150.00	period
<i>Music</i>					
Howard S. Wilson	Instructor	Oct. 1, 1938	Au. Wi. Sp.	2,508.00	
(To be named later)	Assistant	Oct. 1, 1938	Au.	300.00	period
(To be named later)	Assistant	Oct. 1, 1938	Au.	300.00	period
<i>Psychology</i>					
Edward J. Carr	Instructor	Oct. 1, 1938	Au. Wi. Sp.	2,004.00	
Lynde C. Steckle	Assistant	Oct. 1, 1938	Au. Wi. Sp.	954.00	
Milton M. Parker	Assistant	Oct. 1, 1938	Au. Wi. Sp.	954.00	
Dorothy Hilty	Assistant (part time)	Oct. 1, 1938	Au. Wi. Sp.	100.00	

Victor C. Raimy	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
Frances S. Johnson	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>University School</i>				
Marguerite K. Thomas	Assistant	Oct. 1, 1938	(12 months)	960.00
	(Salary to be paid from Laboratory Supply Store—Pro Rata Funds No. 599)			
Zygmunt E. Rataiczak	Assistant (part time)	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>College of Engineering</i>				
<i>Chemical Engineering</i>				
Richard A. Clark	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Civil Engineering</i>				
Charles L. Guard	Assistant	Oct. 1, 1938	Au.Wi.Sp.	900.00
<i>Electrical Engineering</i>				
James M. Alford, Jr.	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
	(Salary to be paid from the F. C. Caldwell Fund)			
Thomas M. Bloomer	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Engineering Experiment Station</i>				
Harry D. Foster	Research Assistant	Sept. 1, 1938 for 10 months		1,000.00 period
<i>Industrial Engineering</i>				
Daniel J. Stowe	Student Assistant	Oct. 1, 1938	Au.	150.00 period
<i>College of Medicine</i>				
<i>Anatomy</i>				
Morris L. Battles	Assistant (part time)	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Medicine</i>				
Eugene H. Sterne, Jr.	Voluntary Research Fellow in Medicine	Oct. 15, 1938 to June 30, 1939		No salary
Margaret Johnson	Technical Assistant	Oct. 1, 1938	(12 months)	912.00
<i>Obstetrics</i>				
Dana Wesley Cox	Assistant	Oct. 1, 1938	(12 months)	No salary
<i>Pathology</i>				
George Y. Shinowara	Instructor (part time)	Oct. 1, 1938	(12 months)	1,000.00
Marie Moorhead	Instructor (part time)	Oct. 1, 1938	(12 months)	800.00
Leona R. Davis	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
William M. Kuntz	Student Assistant	Oct. 1, 1938	(12 months)	300.00
<i>Physiological Chemistry and Pharmacology</i>				
Joseph B. McClelland	Assistant	Oct. 1, 1938	Au.Wi.Sp.	954.00
Joseph F. Vincent	Assistant	Oct. 1, 1938	Au.Wi.Sp.	954.00
Melvin M. Spruiell	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
Jerome S. Frankel	Graduate Assistant	Oct. 1, 1938	Au.	150.00 period
<i>Physiology</i>				
Floyd R. Stauffer	Part-time Assistant	Oct. 1, 1938	Au.Wi.Sp.	350.00
Jonathan Thatcher	Part-time Assistant	Oct. 1, 1938	Au.Wi.Sp.	300.00
<i>School of Nursing</i>				
Mary K. Davern	Instructor in Nursing Arts	Oct. 1, 1938	(12 months)	1,800.00 without maintenance
H. Adella Wilson	Instructor in Nursing	Oct. 1, 1938	(12 months)	1,500.00 without maintenance
<i>Surgery and Gynecology</i>				
Chester C. Shinbach	Instructor (Orthopedics)	Oct. 1, 1938	(12 months)	No salary
Clyde W. Dawson	Instructor (Orthopedics)	Oct. 1, 1938	(12 months)	No salary
Henry B. Lacey	Instructor	Oct. 1, 1938	(12 months)	No salary
Roy J. Secrest	Assistant	Oct. 1, 1938	(12 months)	No salary
<i>Surgical Research</i>				
Jerome H. Meyer	Kincaid Fellow in Research Surgery	Oct. 1, 1938 for 9 months		185.00 period
	(Salary to be paid from the W. W. Kincaid Fund—Rotary No. 7363)			
Robert A. Davison	Research Assistant	Oct. 1, 1938 for 9 months		225.00 period
Frederick Flickinger	Research Assistant	Oct. 1, 1938 for 9 months		225.00 period

<i>Starling-Loving Hospital</i>				<i>Code</i>	
<i>Nursing Care</i>					
Leona James	General Duty Nurse	Oct. 1, 1938	(3&4)		900.00
William Rettig	Orderly	Sept. 1, 1938	(3&4)		684.00
Curtis Daniels	Orderly	Sept. 12, 1938	(3&4)		684.00
<i>Laboratories</i>					
Marie Moorhead	Clinical Bacteriologist and Serologist	Oct. 1, 1938	(1&4)		1,000.00
<i>Operating Room and Anesthetics</i>					
Mary Jane Miller	Nurses Aide	Sept. 1, 1938	(3&4)		504.00
<i>Dietary</i>					
Wilma Seward	Diet Kitchen Helper	Aug. 14, to Aug. 30, 1938	(3&4)		28.45 period
Mary Brooks	Diet Kitchen Helper	Oct. 1, 1938 for 1 month	(3&4)		49.00 period
Wilma Seward	Assistant Cook	Sept. 1, 1938	(3&4)		588.00
Lorraine Clipp	Waitress	Sept. 16, 1938	(3&4)		588.00
<i>Dispensary</i>					
George Shinowara	Laboratory Technician	Sept. 1, 1938 for 2 months	(1&4)		200.00 period
George Shinowara	Chemical Pathologist	Nov. 1, 1938	(1&4)		1,200.00
Martha Stephens	General Duty Nurse	Sept. 12, 1938	(3&4)		900.00
Elvira Hertz	General Duty Nurse	Sept. 12, 1938	(3&4)		900.00
Lillie Puppel	General Duty Nurse	Sept. 18, 1938	(3&4)		900.00
Marcia Rumbaugh	Cashier	Sept. 29, 1938	(1&4)		1,020.00
<i>Medical Records</i>					
Judith C. Clarke	Historian	Oct. 1, 1938	(1&4)		1,080.00
<i>Starling-Loving Hospital—Rotary No. 7727</i>					
<i>Nursing Care</i>					
Italia Sears	Supervisor in Obstetrical Nursing	Oct. 1, 1938	(3&4)		1,500.00
Dorothy Wilson	Supervisor in Pediatric Nursing	Oct. 1, 1938	(3&4)		1,254.00
Jane Ryan	General Duty Nurse	Oct. 1, 1938	(3&4)		900.00
Wanda Robinson	General Duty Nurse	Oct. 1, 1938	(3&4)		900.00
Ina Diehl	General Duty Nurse	Oct. 1, 1938	(3&4)		900.00
Kathryn Wiedemer	General Duty Nurse	Oct. 1, 1938	(3&4)		900.00
Virginia M. Norman	General Duty Nurse	Oct. 3, 1938	(3&4)		900.00
Mary Cormany	General Duty Nurse	Oct. 3, 1938	(3&4)		900.00
Beulah Nash	General Duty Nurse	Oct. 3, 1938	(3&4)		900.00
<i>College of Veterinary Medicine</i>					
Betty Long	Technical Assistant	Oct. 1, 1938	(12 months)		1,200.00
*Hugh B. McGlade	Technical Assistant	Sept. 1, 1938 to June 30, 1939			350.00 period
* (Salary to be paid from Laboratory Supply Store—Pro Rata Funds)					
<i>Graduate School</i>					
Eugene D. Witman	Sherwin-Williams Company Fellow	Oct. 1, 1938 to May 31, 1939			1,680.00 period
Berton Dickinson	Research Assistant	Oct. 1, 1938 to May 31, 1939			480.00 period
(Above salaries to be paid from the Sherwin-Williams Company Fund—Rotary No. 7705)					
Robert W. Hursh	Research Fellow	Oct. 1, 1938	(12 months)		1,500.00
(Salary to be paid from the Standard Container-Inc. Fund as follows: \$110.00 per month for 9 months and \$170.00 per month for 3 months)					
Chester J. Cavallito	Texas Mining and Smelting Company Fellow	Oct. 1, 1938 to June 30, 1939			1,000.00 period
(Salary to be paid from the Texas Mining and Smelting Company Fund)					
William C. Ferguson	Pittsburg Coal Carbonization Company Fellow	Oct. 1, 1938 to July 31, 1939			800.00 period
(Salary to be paid from the Pittsburg Coal Carbonization Company Fund)					
George R. Barrett	American Guernsey Cattle Club Fellow	Oct. 1, 1938		Au. Wi. Sp.	750.00
(Salary to be paid from the American Guernsey Cattle Club Fund)					
Edwin M. Sherwood	Battelle Memorial Fellow	Oct. 1, 1938 for 10 months			600.00 period
(Salary to be paid direct by the Battelle Memorial Institute)					

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David Henry	Dairy and Ice Cream Machinery and Supplies Association Fellow	Oct. 1, 1938 for 11 months		550.00 period
(Salary to be paid from the Dairy and Ice Cream Machinery and Supplies Association Fund)				
Joseph B. Fueglein	Roses Incorporated Fellow	Nov. 1, 1938 for 10 months		500.00 period
(Salary to be paid from the Roses, Incorporated Fund)				
Sidney D. Polhemus	Ohio Public Health Association Scholar	Oct. 1, 1938	Su. } Au.Wi.	300.00
(Salary to be paid from the Ohio Public Health Association Fund)				
Harold E. Riegger	Research Assistant	Oct. 1, 1938	Au.Wi.Sp.	180.00
(Salary to be paid from Graduate School Rotary Fund No. 7280)				
Samuel S. Newhouse	C. C. Stillman Scholar	Oct. 1, 1938	Au.Wi.Sp.	100.00
(Salary to be paid from the C. C. Stillman Fund)				
Isaac Thut	Scholar	Oct. 1, 1938	Au.Wi.Sp.	250.00
Ransford M. Smith	Scholar	Oct. 1, 1938	Au.Wi.Sp.	250.00
Ervin J. Becnel	Scholar	Oct. 1, 1938	Au.Wi.Sp.	100.00
<i>President's Division</i>				
<i>Broadcasting Station</i>				
A. Eugene Anderson	Assistant Operator	Oct. 1, 1938 to June 30, 1939		315.00 period
<i>Military Science</i>				
Lt. Col. E. F. Shaffer	Associate Professor	Sept. 1, 1938 for 10 months		240.00 period
Major Chas. J. Canine	Assistant Professor	Sept. 1, 1938 for 10 months		240.00 period
Gene Grimes	Stenographer	Oct. 1, 1938		960.00
<i>Physical Education for Men</i>				
Olin Stark	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
*N. Bauman Stultz	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
* (Salary to be paid as follows: \$300.00 from Laboratory Supply Store—Pro Rata Fund \$150.00 from Student Activities Fee Fund No. 7752)				
<i>Physical Education for Women</i>				
Roberta Westhafer	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Intramural Activities</i>				
Martha P. Hughes	Stenographer	Oct. 10, 1938		960.00
(Salary to be paid from Student Activities Fee Fund No. 7751)				
<i>Administrative Division</i>				
<i>Typewriter Repair Service</i>				
Volfred Rich	Mechanic (Typewriter Repair)	Oct. 1, 1938		1,880.00
<i>Student Employment Office</i>				
Robert W. Ferguson	Clerk (Student)	Sept. 1, 1938 for 10 months		400.00 period
(Salary to be paid from Student Activities Fee Fund No. 7756)				
<i>University Health Service</i>				
Eleanora Wilson	Assistant Nurse	Sept. 15, 1938	(12 months)	1,200.00
<i>Stores and Receiving</i>				
Ether Hartnell	Clerk	Oct. 1, 1938		900.00
<i>Laboratory Supply Store</i>				
Betty I. Windomaker	Clerk	Oct. 1, 1938		960.00
<i>Residence Halls</i>				
<i>Neil Hall</i>				
Lucilla Givens	Maid	Oct. 1, 1938	Code (2)	624.00
<i>Oxley and Mack Halls</i>				
Florence Trotter	Telephone Operator	Oct. 1, 1938		540.00 and maintenance
<i>Pomerene Refectory</i>				
Florence Neuman	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
Helen Gottschalk	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00

Charles D. Fitzgerald	Graduate Assistant (part time)	Oct. 1, 1938 (12 months)	300.00
(Above salaries to be paid from Pomerene Refectory Rotary Fund No. 2628-8223)			
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Changes in Title

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Home Economics</i>			
LaRoux Roebuck	Graduate Assistant	Assistant	Au. Qr. only
<i>College of Commerce and Administration</i>			
<i>Sociology</i>			
Florence Greenhoe	Assistant	Instructor	Oct. 1, 1938
<i>College of Education</i>			
<i>University School</i>			
Alice Johnson	Dining Room Manager (12 months)	Dietitian and Instructor (Au.Wi.Sp.)	Oct. 1, 1938
*	*	*	*

Changes in Salary

Name	Title	Effective	Annual Rate From	To
<i>Agricultural Extension</i>				
C. D. McGrew	Co. Agr. Agent, Trumbull County	Oct. 1, 1938	\$3,200.00	\$3,500.00
(Increase to be paid from Smith-Lever Funds)				
<i>College of Agriculture</i>				
<i>Animal Husbandry</i>				
Kenneth Lloyd	Student Laborer	Oct. 1, 1938	360.00	240.00
Jack Rickly	Student Laborer	Oct. 1, 1938	360.00	240.00
Ray Schwartz	Student Laborer	Oct. 1, 1938	360.00	240.00
John Trumbull	Student Laborer	Oct. 1, 1938	360.00	240.00
Robert Watts	Student Laborer	Oct. 1, 1938	360.00	240.00
<i>Home Economics</i>				
LaRoux Roebuck	Assistant	Au. Qr. only	150.00 period	300.00 period
<i>College of Arts and Sciences</i>				
<i>English</i>				
Thearle A. Barnhart	Assistant	Au. Qr. only	318.00 period	477.00 period
Hyatt H. Waggoner	Assistant	Au. Qr. only	318.00 period	477.00 period
<i>College of Commerce and Administration</i>				
<i>Sociology</i>				
Florence Greenhoe	Instructor	Oct. 1, 1938	900.00	2,004.00
Ina Telberg	Assistant	Oct. 1, 1938	600.00	900.00
<i>College of Dentistry</i>				
Wendell D. Postle	Acting Dean	Oct. 1, 1938	1,356.00 (Rotary)	4,640.00 (A-1)
*Dick P. Snyder	Professor	Oct. 1, 1938	1,644.00 (A-1)	2,132.00
*(Increase to be paid from Dental Clinic Rotary No. 7160)				
<i>College of Education</i>				
<i>University School</i>				
Cecile C. Swales	Instructor and Teacher in charge of Elementary School	Oct. 1, 1938	2,196.00	2,500.00
Sarah J. Fink	Assistant	Oct. 1, 1938	1,200.00	1,500.00

*College of Medicine**Starling-Loving Hospital*

Edythe B. Potts	Historian	Oct. 1, 1938	1,080.00 (Medical Records)	1,140.00 (Dispensary)
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*President's Division**Military Science*

India Jo Lupton	Stenographer	Oct. 1, 1938	1,020.00	1,140.00
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Changes in Quarters of Service

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Zoology and Entomology</i>			
Norris D. Blackburn	Graduate Assistant	Au.Wi.Sp.	Wi.Sp.
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
H. Gordon Hayes	Professor	Su. Wi.Sp.	Su.Au.Wi.

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*Miscellaneous
Recommendations*

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad and pullman fare be paid by the University from funds as designated:

Vice President J. L. Morrill, to attend the annual meeting of the National Association of State Universities to be held in Chicago, November 8-11, 1938 (from Interest on Endowment Funds);

Dean George F. Arps, Graduate School, to attend the annual meeting of the Association of American Universities to be held in San Francisco, California, November 10-12, 1938 (from Interest on Endowment Funds);

Wanda Knox, Historian, Starling-Loving Hospital, to attend the meetings of the Association of Record Librarians of North America, to be held in New York City, October 16-21, 1938 (from Hospital Rotary Funds);

The following persons to attend the annual meeting of the Association of Land-Grant Colleges and Universities, to be held in Chicago, November 13-16, 1938:

Vice President J. L. Morrill (from Interest on Endowment Funds)

Dean Charles E. MacQuigg, College of Engineering (from Interest on Endowment Funds)

Dean John F. Cunningham, College of Agriculture (from Agricultural Extension Funds)

Director H. C. Ramsower, Agricultural Extension Service (from Agricultural Extension-Federal Funds)

Junior Dean Lyman E. Jackson, College of Agriculture (from Interest on Endowment Funds)

Professor Faith Lanman Gorrell, School of Home Economics (from Interest on Endowment Funds)

That, in accordance with the regulations of the State Employees Retirement System, John O. Kimbrough, Laborer in Dairy Technology, be retired from the University service as of September 30, 1938, under the provisions of the Disability Retirement.

That the quarters of service of Ruth Lloyd Wilkins, Graduate Assistant in the Department of Business Organization, be changed from the Autumn, Winter, and Spring to the Winter and Spring for the year 1938-1939 with a salary of \$450 for the period.

That the period of service of Seerley Reid, Research Assistant in the Bureau of Educational Research, be changed from a 12 months basis to an 11 months basis, effective August 1, 1938, with a salary of \$1,400 for the period.

That Ernest P. Heiby, Assistant in Rural Economics, Agricultural Extension, be granted a leave of absence, without salary, for the period October 1, 1938, to June 30, 1939, for advanced study at the University of Chicago.

That Dorothy Freeland, Diet Kitchen Helper, Starling-Loving Hospital, be granted a temporary leave of absence, without salary, effective October 1, 1938, on account of illness.

That Dale Walters, Orderly, Starling-Loving Hospital, be granted a leave of absence, without salary, effective October 1, 1938, for an indefinite period on account of illness.

That the proposal of the Procter and Gamble Company of Ivorydale, Ohio, to continue the fellowship in Chemistry and to give \$1,000 to support said fellowship during the year 1938-1939, be accepted and the appreciation of the Board of Trustees be appropriately expressed.

That the proposal of Roses, Incorporated, a national rose growers association, to continue the fellowship in Horticulture and to give \$500 in support of said fellowship during the year 1938-1939 be accepted and the appreciation of the Board of Trustees be appropriately expressed.

That the contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following project, be reported to the Board of Trustees for information and record:

Texas Mining and Smelting Company, Laredo, Texas—Investigation of Antimony Oxide (to be known as Engineering Experiment Station K-39 Fellowship).

That the research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

Texas Mining and Smelting Company, Laredo, Texas—Investigation of Antimony Oxide (to be known as the Texas Mining and Smelting Company Project);

Pittsburg Coal Carbonization Company, Pittsburg, Pennsylvania—Investigation of coal tar products as Insecticides and Fungicides (to be known as Foundation Project No. 32).

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$250 from Mr. John Weller Brown of Columbus, Ohio, to be

credited to School of Social Administration Rotary Fund No. 7722.

\$100 from Professor C. C. Stillman for the support of the C. C. Stillman Scholarship for the year 1938-1939.

Inasmuch as the Board of Trustees, at its meeting held August 18, 1933, voted that the tuition fees of \$20 per quarter be waived on behalf of certain students who are in charge of the Ohio State Bureau of Vocational Rehabilitation, upon the certification of the list of such students by the Director of the State Department of Education, effective at the opening of the Autumn Quarter 1933 for the school year 1933-1934; and inasmuch as the President of the University has continued to waive the tuition of such students from that date to the present, it is recommended that similar action be taken by the Board for the academic year 1938-1939.

That, in accordance with the action of the Board of Trustees on June 14, 1937, the income from the J. H. Klippart Fund for the year ending June 30, 1938, amounting to \$120, be awarded to the following students in the College of Agriculture:

James H. Roe.....	\$50.00
Elizabeth Raup.....	35.00
Alice C. Holton.....	20.00
Ralph L. Baker.....	10.00
Mason McConnel.....	5.00

That the non-returnable laboratory fee in the College of Dentistry be increased from \$35 per quarter to \$45 per quarter, effective Autumn Quarter, 1939.

* * * * *

Acting President McPherson now presented the following communication from Dr. Carl W. Gay, President of the Faculty Club:

October 10, 1938.

Dr. William McPherson,
Acting President,
Administration Building.

Dear Dr. McPherson:

In order that the Board of Trustees of the University may clearly understand the request of the Board of Control of the Faculty Club for the allocation of the building site adjacent to the old building now occupied by the laboratory of the State Department of Health, I submit the following statement to supplement the minutes of the special meeting of September 19th, copy of which you already have.

The advantages of the site designated are so outstanding (central location, beautiful outlook, architectural possibilities, and special adaptability to a three-floor plan) that the Board of Control, supported by the members consulted, feels justified in declining another site. The old building, removal of which would be necessary by the time the Club building would be occupied, is so inadequate for its present use, and seems so likely to be vacated in a comparatively short time, that the Club prefers to forego the proposed building program, for the present, if the Board of Trustees is not in a position to assure the Club that the old building will be razed within a reason-

able time after the completion and occupancy of the new Club House or Faculty Assembly Building.

It is especially fortunate that the site permits of the construction of the proposed building without interference with the Health Laboratory, except the small wing. Since work on the new building will not begin until January 1, 1939, and will require at least a year for completion, the Health Department could have fifteen months or more in which to arrange to vacate the old building.

If the Board of Trustees approves this site and gives assurance that it will be vacated in about a year and a half, the Board of Control of the Faculty Club recommends the acceptance of the government grant of \$74,250 and is prepared to invest \$90,000 of its own funds in this project.

Respectfully submitted,

(Signed) CARL W. GAY,
President, Faculty Club.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Board of Trustees, by unanimous vote, designated the site above referred to as the location for the construction of the new Faculty Assembly Unit, and directed that the State Department of Health be advised that the University would like to have the building now occupied by the State Department of Health Laboratory vacated by January 1, 1940.

* * * * *

After discussion of the offer of the United States of America to aid by way of grant in financing the construction of a Faculty Assembly Unit, including service tunnels, the following resolution was proposed by Dr. Altmaier, and read in full:

A RESOLUTION ACCEPTING THE OFFER OF THE UNITED STATES TO THE BOARD OF TRUSTEES OF THE OHIO STATE UNIVERSITY TO AID BY WAY OF GRANT IN FINANCING THE CONSTRUCTION OF A FACULTY ASSEMBLY UNIT, INCLUDING SERVICE TUNNELS.

Be It Resolved by the Board of Trustees of the Ohio State University:

Section 1. That the offer of the United States of America to the Board of Trustees of the Ohio State University to aid by way of grant in financing the construction of a Faculty Assembly Unit, including service tunnels, a copy of which offer reads as follows:

FEDERAL EMERGENCY ADMINISTRATION
OF PUBLIC WORKS

Washington, D. C.
Dated: October 1, 1938
Docket No. Ohio 2158-F

Board of Trustees of the
Ohio State University
Columbus, Ohio

1. Subject to the terms and Conditions (PWA Form No. 230, as amended to the date of this Offer), which are made a part hereof, the United States of America hereby offers to aid in financing the construction of a university building, including service tunnels (herein called the "Project"), by

making a grant to the Board of Trustees of the Ohio State University (herein called the "Applicant") in the amount of 45 percent of the cost of the Project upon completion, as determined by the Federal Emergency Administrator of Public Works (herein called the "Administrator"), but not to exceed, in any event, the sum of \$74,250.

2. By acceptance of this Offer the Applicant covenants to begin work on the Project as early as possible but in no event later than 12 weeks from the date of this Offer and to complete such Project with all practicable dispatch, and in any event within 12 months from the commencement of construction.

3. This Offer is made subject to the express condition that, if the Administrator shall determine at any time that the Applicant has paid or agreed to pay, whether directly or indirectly, a bonus, commission or fee to any person, firm or corporation for attempting to procure an approval of the Applicant's application, or for alleged services in procuring or in attempting to procure such approval, or for activities of the nature commonly known as lobbying performed or agreed to be performed in connection with the application, then the Administrator shall have the right, in his discretion, to rescind this Offer and any agreements, resulting therefrom, and, in the event of such rescission, the United States of America shall be under no further obligation hereunder.

UNITED STATES OF AMERICA
Federal Emergency Administrator
of Public Works

By (Signed) H. A. GRAY,
Assistant Administrator.

be and the same is hereby in all respects accepted.

Section 2. That said Board of Trustees of the Ohio State University agrees to abide by all the Terms and Conditions relating to such grant, a copy of which Terms and Conditions were annexed to the Government's Offer and made a part thereof.

Section 3. That the Secretary of the Board of Trustees of the Ohio State University be and he is hereby authorized and directed forthwith to send to the Federal Emergency Administration of Public Works three certified extracts from the minutes of this meeting showing the adoption and containing the full text of this resolution, and such further documents or proofs in connection with the acceptance of the Government's Offer as may be requested by the Federal Emergency Administration of Public Works.

The above resolution was seconded by Dr. Russell and was adopted, with the following voting aye: Messrs. Caton, Altmaier, Atkinson, Dargusch, Russell, Thompson and Miss Campbell; and the following voted nay: none.

The Chairman thereupon declared said resolution carried and the Chairman thereupon signed said resolution in approval thereof.

* * * * *

Acting President McPherson now recommended the appointment of Mr. J. R. Stitt as Assistant Professor (Welding Engineering) in the Department of Industrial Engineering, for the period from November 1, 1938, to June 30, 1939, at a salary of \$275 per month.

Upon motion of Dr. Altmaier, seconded by Mr. Thompson, the above recommendation of the Acting President was, upon roll call, unanimously approved, and it was ordered that Mr. Stitt's salary be paid from the funds donated to the University for this purpose.

Mr. Dargusch offered the following motion, which was seconded by Mr. Atkinson:

That the automobile now used by the Business Manager be assigned to the Maintenance Engineer, and that the Purchasing Agent be directed to purchase a new automobile for the use of the Business Manager, the cost of which shall not exceed \$800. Payment for this purchase shall be made from the special state appropriation for this purpose.

Upon roll call, all members voted "aye" with the exception of Dr. Russell, who did not vote.

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on September 21, 1938, and contracts awarded for Addition to Journalism Building (PWA Docket No. Ohio 1936-F):

CABINET MINUTES

Columbus, Ohio.
September 21, 1938.

The Cabinet met in the office of the Secretary at 12 noon.

Present: Messrs. McPherson, McCracken, Smith, Elleman, Steeb, and Ralph E. Kinnear, Resident Engineer Inspector of PWA.

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on September 12, 1938, met for the purpose of opening and reading in public the bids received by 12 o'clock this day for the Addition to Journalism Building as per advertisement. The following bids were received, read and tabulated:

General Contract

Bidder	Base Bid	Bond	Alternates		
			No. 1 Elevator	No. 2 Common brick for glazed brick	No. 3 Omit remodeling in 202, 210-B, 210-A
Norton and Nadalin.....	\$79,700	\$85,000	\$4,350	—\$1,300	—\$150
Robert H. Evans & Co.....	78,400	80,000	4,300	— 1,500	— 200
Trapp-Carroll Co.....	75,767	81,500	4,600	— 1,800	— 250
R. W. Setterlin & Son.....	79,665	90,000	4,695	— 900	— 300
C. M. Barr Co.....	75,710	85,000	4,444	— 1,726	— 285

Heating and Ventilating Contract

Bidder	Base Bid	Bond
W. H. Spohn Plumbing Co..	\$ 5,686	\$ 6,000
H. J. LaPlante.....	6,096	7,000
Handley Plumbing Co.....	5,649	5,649
S. A. Esswein Plumbing Co..	6,134	6,200
Huffman-Wolfe Co.....	5,589	7,500

Plumbing Contract

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
H. J. LaPlante.....	\$ 3,840	\$ 4,500
W. H. Spohn Plumbing Co...	4,015	5,000
Huffman-Wolfe Co.....	5,783	7,500
Handley Plumbing Co.....	3,925	3,925
S. A. Esswein Plumbing Co..	3,570	3,600

*Alt. No. 3**Electrical Contract*

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Electric Power Equipment Co.\$	4,100	\$ 4,100
Gustav Hirsch Organization..	4,687	4,687
Wing Electric Co.....	4,108	4,108
Superior Electric Engineering Co.	4,673	5,000

—\$3.00

Upon motion of Dr. McPherson, seconded by Mr. McCracken, the above bids were turned over to the Architect and Engineer for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio

September 26, 1938.

The Cabinet met in the office of the Secretary at 9:00 A. M.

Present: Messrs. McPherson, McCracken, Smith, Elluman and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received September 21, 1938, for the Addition to Journalism Building.

September 26, 1938.

University Cabinet,
Administration Building.

Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet, September 21, 1938, pursuant to advertisement for the construction of the Addition to Journalism Building (PWA Docket OH-1986-F) and submit the following report:

- (1) I find that the low bids in each Division of the contract are regular in every respect, and below the estimates of cost approved by the State Director of Public Works, the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA) and on file with the Auditor of State.
- (2) I recommend that under authority granted by the Board of Trustees of the Ohio State University, at its meeting held September 12, 1938, the University Cabinet recommend to the State Director of Public Works the award of contracts to the low bidders as follows:

Division I	General Contract	
	Robert H. Evans and Company, Items 1 to 10...	\$73,400.00
	Alternate No. 1, Elevator—add.....	4,300.00
	Total	\$77,700.00
Division II	Heating and Ventilating Contract	
	Huffman-Wolfe Company	\$ 5,589.00

Division III	Plumbing Contract	
	Samuel A. Esswein Heating and Plumbing Company.....	\$ 3,570.00
Division IV	Electric Contract	
	Electric Power Equipment Company.....	\$ 4,100.00
	Accepting substitution for use of Gleason-Tiebout glass for Graybar glass in the stock lighting fixtures, deduct.....	100.00
	Total	\$ 4,000.00

Very truly yours,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Elleman, seconded by Dr. McPherson, the Cabinet, by unanimous vote, approved the above recommendations of the University Architect and directed the Architect to advise the Director of Public Works of these recommendations.

CABINET MINUTES

Columbus, Ohio
October 3, 1938.

The Cabinet met in the office of the Secretary at 3:30 P. M.
Present: Messrs. McPherson, Smith, Elleman, and Steeb.

* * * * *

The University Architect reported that after conference with the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA), it has developed that under the current manual of procedure in the award of contracts it is not possible to use substitutions offered by a bidder in making a base award. If substitutions are to be accepted, under the regulations they must take the form of change orders after the award of the contract.

The Architect stated that he had not been aware of this provision at the time he made his original recommendations under date of September 26, 1938, and he therefore recommends to the Cabinet that the action taken by the Cabinet on September 26th in the award of Division IV, Electrical Contract, be rescinded.

Upon motion of Dr. McPherson, seconded by Mr. Elleman, the Cabinet, by unanimous vote, approved the above recommendation of the University Architect.

* * * * *

The University Architect now recommended that Division IV, Electrical Contract for Addition to Journalism Building (PWA Docket No. OH-1986-F), be awarded to the Electric Power Equipment Company at their base bid of \$4,100.00.

Upon motion of Mr. Elleman, seconded by Dr. McPherson, the above recommendation of the University Architect was approved by unanimous vote.

* * * * *

Upon motion, the University Architect was directed to convey to the Director of Public Works the actions taken by

the University Cabinet on this date relative to the award of the Electrical Contract, to the Electric Power Equipment Company.

Upon motion of Dr. Russell, seconded by Mr. Thompson, the above recommendations of the University Architect and actions of the Cabinet were, upon roll call, unanimously approved and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary reported to the Board that bids covering the Excavation for the Men's Dormitory and also the construction of a Service Tunnel for the Men's Dormitory will be received on October 21, 1938. This is known as PWA Docket No. Ohio 1990-F.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Cabinet was authorized, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary reported to the Board that bids covering the Excavation for the Women's Dormitories and also the construction of a Service Tunnel for the Women's Dormitories will be received on October 21, 1938. This is known as PWA Docket No. Ohio 2095-F.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Cabinet was authorized, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

Upon motion of Mr. Atkinson, seconded by Miss Campbell, the Board, by unanimous vote, ordered that, in accordance with the authority covered by legislative act of July 10, 1937, identified in the legislature as House Bill No. 251 and known as Section 7925 of the General Code of Ohio, Frank Zollinger, Nightwatchman at the Stadium, be created a special policeman of Ohio State University and be given the duties and authorities covered by said act; that, further, in accordance with said statute, as such employee he shall take oath of office, wear the badge of office, and give bond to the state of Ohio for the proper and faithful discharge of his duties in such amount as the Board of Trustees may require. Payment for this bond shall be made by the University.

* * * * *

The Secretary presented a communication from the Division of Conservation advising that the State Controlling Board has approved the transfer and release of funds, as requested by the Division of Conservation, for the acquisition of the property known as Smith Point at Put-in-Bay.

The Secretary advised the Board that the deed and abstract for this property are now in the hands of the Attorney General for the necessary examination and approval and that the Commissioner of the Division of Conservation has stated that as soon as the deed and abstract have been approved by the Attorney General, the State Conservation Council will execute a lease for this property to the Ohio State University for the use of the Franz Theodore Stone Laboratory.

* * * * *

In accordance with action taken by the Board at its last meeting, the Secretary requested from the Attorney General formal opinion as to the disposition of the so-called transcript fee.

Opinion No. 3051 of the Attorney General, under date of October 6, 1938, concludes as follows:

"The foregoing section (7986-1, General Code), in clear and unambiguous language, requires that all student fees received by the Ohio State University shall be credited to a special fund to be applied to the uses and purposes of the University. It is apparent that such fees may not, under this section, be paid into the general fund of the state.

"In my judgment, it is equally apparent that fees charged by your Board of Trustees for extra transcripts of a student's scholastic record are in the same category as tuition fees, duplicate diploma fees, etc., and properly come under the heading of student fees. It is my opinion, therefore, that the fees in question should be payable into the state treasury to the credit of the Student Fee Fund, as required by Section 7986-1, General Code."

* * * * *

Mr. Dargusch reported that the State Teachers Retirement System has expressed a desire to purchase the revenue bonds which the Board of Trustees proposes to issue for the construction of Men's and Women's Dormitory units, pursuant to the authority contained in Section 7923-1 of the General Code of Ohio.

Mr. Dargusch then made a complete statement to the Board of the different ways in which these bonds might be sold and of the probable total cost to the University for the construction of these buildings under each of the different plans.

Upon motion of Mr. Atkinson, seconded by Dr. Russell, Mr. Dargusch was, by unanimous vote authorized and directed to advise the officials of the State Teachers Retirement System that the Board of Trustees is ready to sell these bonds to the State Teachers Retirement System, without advertisement, under the following conditions:

- (1) the price to be par, with rate of interest at 3½ %;
- (2) the bonds to be sold on a deferred delivery plan, as money may be needed for construction;
- (3) the bonds to be called by the Board at par with the understanding that not more than \$40,000 of the bonds covering the Men's Dormitory may be called in any one year, and not more than \$26,000 of the bonds for the Women's Dormitories may be called in any one year.

* * * * *

10-10-'38

Upon motion of Mr. Atkinson, seconded by Dr. Russell, it was ordered by unanimous vote that the actual and necessary expenses of the committee from the Board of Trustees going to New York to consult with educational experts relative to the presidency of the University be paid from Interest on Endowment Funds.

* * * * *

Thereupon the Board adjourned to meet on Saturday, November 5, 1938, 5:30 P. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND SIXTH MEETING OF THE
BOARD OF TRUSTEES

Columbus, Ohio, October 22, 1938.

The Board of Trustees met in Columbus, Ohio, at 11:00 A.M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier,
Herbert S. Atkinson, and Carlton S. Dargusch.

* * * * *

The minutes of the last meeting were approved.

* * * * *

The Secretary presented the preliminary plan, prepared by the University Architect, showing the site location of the Faculty Assembly Unit, adjacent to the building now occupied by the State Department of Health Laboratory.

He presented further the drawing, specifications, bill of materials, estimate of cost and form of proposal for the removal of the small wing on the east side of said building, and the Excavation for the Faculty Assembly Unit (PWA Docket Ohio No. 2158-F).

Upon motion of Mr. Atkinson, seconded by Dr. Altmaier, the above documents were upon roll call unanimously approved, and the Secretary was directed to present same to the Director of Public Works for his approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

Mr. Dargusch reported that in accordance with instructions received from the Board at its last meeting, he had conferred with the officials of the Ohio State Teachers Retirement System with reference to the purchase of the proposed revenue bonds for the construction of the Men's and Women's Dormitory projects, with the result that the Ohio State Teachers Retirement System will present a proposal to purchase said revenue bonds in accordance with the terms specified by the Board at its last meeting.

In view of this report, Mr. Dargusch moved that the actions of the Board of Trustees taken at its September 12, 1938 meeting with reference to the adoption of the resolutions relating to the issuance of revenue bonds for the Men's and Women's Dormitory projects be rescinded. This motion was seconded by Mr. Atkinson, and was upon roll call unanimously approved.

* * * * *

Mr. Dargusch now presented the following formal offer as submitted by the Ohio State Teachers Retirement System for the purchase of the revenue bonds to be issued in connection with the Men's Dormitory project (Ohio 1990-F) :

October 19, 1938.

Board of Trustees
Ohio State University
Columbus, Ohio

Gentlemen:

The State Teachers Retirement System of Ohio hereby offers to purchase at par and accrued interest your Men's Dormitory Bonds in the amount of \$520,000, or so much thereof as is necessary for the erection of said building, the bonds to be issued bearing a rate of 3½% per annum, interest payable semi-annually, and with the provision under which not to exceed \$40,000 will be callable in any one year, said call to be made at par on an interest-paying date.

The Retirement System also agreed to accept delivery of these bonds in installments of \$100,000 or more, as the money is needed during the construction of the building. We would also require the Board of Trustees to furnish all necessary safeguards, such as insurance, as would meet the approval of the retirement board and the Attorney General of the state of Ohio.

This offer to purchase is conditioned upon the approval by the Attorney General of Ohio of the legality of this issue.

Very truly yours,

(Signed) W. E. KERSHNER,
Secretary.

Upon motion of Mr. Atkinson, seconded by Dr. Altmaier, the above offer was upon roll call unanimously accepted.

* * * * *

Mr. Dargusch presented the following resolution which has been approved by the Attorney General, and moved its adoption:

WHEREAS this Board deems it necessary and expedient to create new dormitory facilities of Ohio State University under and pursuant to the authority contained in Section 7923-1 of the General Code of Ohio, by constructing, equipping and furnishing upon such sites within the campus of such University as the Board may designate therefor, Men's Dormitories to house approximately 480 students; and

WHEREAS for such purpose it is necessary to issue and sell certain revenue bonds as provided in said section in the aggregate principal amount of \$520,000;

Now, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University:

Section 1. That in order to raise money for the purpose of constructing, equipping and furnishing upon such sites within the campus of such University as this Board may designate therefor Men's Dormitories to house approximately 480 students, it is deemed necessary by the Board of Trustees of said University to issue and sell, and there shall be issued and sold immediately Men's Dormitory Construction Revenue Bonds of said Board in an aggregate principal amount of \$520,000; provided, however, that said bonds shall be delivered to the purchaser in such amounts and at such times during the period of construction of said dormitories as the

Board of Trustees may by resolution from time to time determine. Said bonds shall be secured only, but equally and ratably, however, without preference, priority or distinction as to any of such bonds so issued, by an indenture pledging for the payment of said bonds and the interest thereon, the entire gross receipts arising from the operation of said dormitories so to be constructed, including all facilities operated in and as a part of said dormitories and by the covenant of this Board to maintain certain rates and collect certain charges for said dormitories and facilities; provided, however, that nothing in this resolution shall be construed as pledging the general credit of said Board nor the general credit, property or funds of the state of Ohio, or of or under the control of said Board, to the payment of said bonds, or any part thereof or interest thereon.

Section 2. Said bonds shall be issued in the sum of \$520,000 as aforesaid, shall be dated November 1, 1938, shall bear interest at the rate of three and one-half percentum per annum, payable semi-annually on June 15 and December 15 of each year, commencing June 15, 1939; shall be numbered from 1 to 520, both inclusive; shall be in the denomination of \$1000 each and shall mature on June 15, 1955.

Principal and interest of said bonds shall be payable in lawful money of the United States of America at the office of the Treasurer of State, Columbus, Ohio.

Said bonds shall be subject to call for redemption on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, on payment of the principal amount thereof and accrued interest to date of redemption; provided, however, that not more than \$40,000 of the principal amount thereof shall be callable in any one year. The bonds to be called shall be determined by lot by the Board of Trustees.

Such right of redemption shall be exercised by resolution of this Board and at least one week's written notice of intention to redeem shall be given to the holders of said bonds whose names and addresses are known to this Board; and if they are not all known, then also by publication in a newspaper of general circulation in Franklin County, Ohio, once, said insertion to be at least seven days prior to the redemption date.

Section 3. Said bonds shall be entitled "Men's Dormitory Construction Revenue Bonds," and upon the face of each of said bonds there shall be recited the statutory provisions and the resolution under which said bonds are authorized and issued. Each of said bonds shall express upon its face the purpose for which the same is issued, that said bond is payable only out of the gross revenue arising from the operation of the dormitories to be constructed from the proceeds of said bonds, and is secured only by an indenture pledging said revenues. Said bonds shall be signed by the Chairman and Secretary of this Board and each of the interest coupons attached to said bonds shall bear the facsimile signature of the Treasurer. Said bonds shall be prepared and delivered

from time to time under the direction of the Board of Trustees.

Section 4. It is hereby determined to be for the best interest of this Board and of Ohio State University to accept the offer made to this Board by the Retirement Board of the State Teachers Retirement System for the purchase of said bonds at par and accrued interest to date of delivery, the bonds to be delivered in installments as the money is needed during the period of construction of said dormitories.

Section 5. That portion of the proceeds of the sale of said bonds constituting accrued interest shall be placed in the Sinking Fund hereinafter provided for, for the retirement of said bonds and not more than \$41,600 additional of the proceeds of said sale shall be placed in said Sinking Fund for the payment of the interest for the first two years. The balance of said proceeds, when collected by the Board of Trustees, shall be deposited in a separate account, known as the Men's Dormitory Construction Account in the Ohio National Bank, and disbursed in accordance with regular University procedure and Part II, paragraphs 5 and 6 of the Terms and Conditions, dated September 15, 1937, as prescribed by the Federal Emergency Administration of Public Works, reading in part as follows:

Part II—paragraph 5. "A separate account or accounts will be set up in a bank or banks which are members of the Federal Deposit Insurance Corporation. * * * The Applicant's Funds will be deposited in the Construction Account promptly upon receipt thereof. Payments for the construction of the Project will be made only from the Construction Account."

Part II—paragraph 6. "Moneys in the Construction Account will be expended only for such purposes as shall have been previously specified in a signed certificate of purposes filed with and accepted by the Government."

Section 6. As and for a Sinking Fund for the payment of interest accruing on and for the retirement of said bonds there shall be deposited in a separate account known as the Men's Dormitory Sinking Account, the following amounts:

On or before the 15th day of December 1940, and quarterly thereafter, an amount equal to one-half of the next maturing interest payment on the outstanding bonds;

On or before the following dates the following amounts:

June 15, 1941.....	\$13,000
June 15, 1942.....	28,000
June 15, 1943.....	29,000
June 15, 1944.....	30,000
June 15, 1945.....	31,000
June 15, 1946.....	32,000
June 15, 1947.....	33,000
June 15, 1948.....	34,000
June 15, 1949.....	35,000
June 15, 1950.....	36,000

June 15, 1951.....	37,000
June 15, 1952.....	38,000
June 15, 1953.....	39,000
June 15, 1954.....	40,000
June 15, 1955.....	65,000

for the retirement of the principal of said bonds.

Section 7. Rates, rentals and charges for use and occupancy of the dormitories, dining-halls and other facilities, the gross receipts of which are pledged, or to be pledged, to secure the payment of said revenue bonds, shall be reasonable and just, but in any event shall at all times be sufficient to produce gross revenues at least adequate to pay and provide for the reasonable and proper expenses of operating and maintaining said properties and to meet the Sinking Fund payments specified in Section 6 hereof.

Section 8. This Board of Trustees hereby irrevocably covenants, obligates and binds itself, so long as any of the bonds to be secured by the indenture herein authorized are outstanding to keep said indenture a direct lien upon the revenues pledged, or to be pledged, for the payment of said bonds and that it will not create or suffer to be created, any debt, lien or charge which would constitute a lien prior to or upon a parity with the lien of the indenture securing said bonds upon the revenues pledged to the payment thereof.

Section 9. Until all of said revenue bonds shall be fully paid this Board will operate the dormitory properties and facilities from which are derived the revenues pledged to the payment of said bonds and maintain the same and all parts thereof in constant good order and repair and will maintain upon said dormitories and facilities fire, explosion, tornado and use and occupancy insurance; and will furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, of said indenture, full and satisfactory reports, audits, statements and other information from time to time in such form and detail as may be requested by it, its said successors or assigns, and shall also permit it or them to inspect said dormitory properties and all records, accounts and data of this Board pertaining thereto at all reasonable times.

Section 10. In order to secure the payment of the principal of and interest on said bonds in the aggregate principal amount of \$520,000, as the same shall become due and payable, the Chairman and Secretary of this Board are hereby authorized and directed in the name of and on behalf of this Board to make, execute, acknowledge and deliver to the Retirement Board of the State Teachers Retirement System a good and sufficient indenture of pledge covering the entire gross receipts derived or to be derived from the operation, use and occupancy of the dormitories to be constructed by the proceeds of said bonds and also of any dining-halls and other facilities located in and operated as a part of said dormitories.

The said indenture shall be in such form and shall contain such terms, covenants and conditions not inconsistent with this resolution as shall be approved by the Attorney

General of the state of Ohio. Said indenture shall contain a condition that in case default be made in the payment of any of said bonds secured thereby or of the interest thereon, or in any of the terms of said indenture the Retirement Board of the State Teachers Retirement System, or its successors and assigns of said indenture, may elect to declare the entire amount of said bonds due and payable and that upon default in the payment thereof said pledge may be foreclosed. Said indenture shall also provide that the Board of Trustees shall carry insurance upon the properties, the gross receipts of which are pledged under said indenture against loss by fire, explosion, tornado or decrease in use and occupancy, in a minimum amount of the full insurable value of such property, which insurance shall be payable to the Retirement Board of the State Teachers Retirement System, or its successors or assigns of said indenture, as its or their interest may appear.

Section 11. Each section of this resolution and each subdivision of any section thereof is hereby declared to be independent and the finding or holding of any section or subdivision of any section thereof to be invalid or void shall not be deemed or held to affect the validity of any other section or subdivision of this resolution.

The above motion was seconded by Mr. Atkinson, and was upon roll call unanimously adopted.

* * * * *

Mr. Dargusch now presented the following formal offer as submitted by the Ohio State Teachers Retirement System for the purchase of revenue bonds to be issued in connection with the Women's Dormitories project (Ohio 2095-F):

October 19, 1938

Board of Trustees
Ohio State University
Columbus, Ohio
Gentlemen:

The State Teachers Retirement System of Ohio hereby offers to purchase at par and accrued interest your Women's Dormitories Bonds in the amount of \$310,000, or so much thereof as is necessary for the erection of said building, the bonds to be issued bearing a rate of 3½% per annum, interest payable semi-annually, and with the provision under which not to exceed \$26,000 would be callable in any one year, said call to be made at par on an interest-paying date.

The Retirement System also agrees to accept delivery of these bonds in installments of \$100,000 or more, as the money is needed during the construction of the building. We would also require the Board of Trustees to furnish all necessary safeguards, such as insurance, as would meet the approval of the Retirement Board and the Attorney General of the state of Ohio.

This offer to purchase is conditioned upon the approval by the Attorney General of Ohio of the legality of this issue.

Very truly yours,

(Signed) W. E. KERSHNER,
Secretary.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the above offer was upon roll call unanimously accepted.

* * * * *

Mr. Dargusch presented the following resolution which has been approved by the Attorney General, and moved its adoption:

WHEREAS this Board deems it necessary and expedient to create new dormitory facilities of Ohio State University under and pursuant to the authority contained in Section 7923-1 of the General Code of Ohio, by constructing, equipping and furnishing upon such sites within the campus of such University as the Board may designate therefore Women's Dormitories to house approximately two hundred and forty students; and

WHEREAS for such purpose it is necessary to issue and sell certain revenue bonds as provided in said section in the aggregate principal amount of \$310,000;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University:

Section 1. That in order to raise money for the purpose of constructing, equipping and furnishing upon such sites within the campus of such University, as this Board may designate therefor Women's Dormitories to house approximately 240 students, it is deemed necessary by the Board of Trustees of said University to issue and sell, and there shall be issued and sold, immediately Women's Dormitory Construction Revenue Bonds of said Board in an aggregate principal amounts of \$310,000; provided, however, that said bonds shall be delivered to the purchaser in such amounts and at such times during the period of construction of said dormitories as the Board of Trustees may by resolution from time to time determine. All of said bonds shall be secured only, but equally and ratably, however, without preference, priority or distinction as to any of such bonds so issued by an indenture pledging for the payment of said bonds and the interest thereon the entire gross receipts arising from the operation of said dormitories so to be constructed, including all facilities operated in and as a part of said dormitories and by the covenant of this Board to maintain certain rates and collect certain charges for said dormitories and facilities; provided, however, that nothing in this resolution shall be construed as pledging the general credit of said Board nor the general credit, property or funds of the state of Ohio, or of or under the control of said Board, to the payment of said bonds, any part thereof or interest thereon.

Section 2. Said bonds shall be issued in the sum of \$310,000 as aforesaid; shall be dated November 1, 1938, shall bear interest at the rate of three and one-half percentum per annum, payable semi-annually on June 15 and December 15 of each year, commencing June 15, 1939; shall be numbered from 1 to 310, both inclusive; shall be in the denomination of \$1000 each and shall mature on June 15, 1955.

Principal and interest of said bonds shall be payable in lawful money of the United States of America at the office of the Treasurer of State, Columbus, Ohio.

Said bonds shall be subject to call for redemption on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, on payment of the principal amount thereof and accrued interest to date of redemption; provided, however, that not more than \$26,000 of the principal amount thereof shall be callable in any one year. The bonds to be called shall be determined by lot by the Board of Trustees.

Such right of redemption shall be exercised by resolution of this Board and at least one week's written notice of intention to redeem shall be given to the holders of said bonds whose names and addresses are known to this Board; and if they are not all known, then also by publication in a newspaper of general circulation in Franklin County, Ohio, once, said insertion to be at least seven days prior to the redemption date.

Section 3. Said bonds shall be entitled "Women's Dormitory Construction Revenue Bonds," and upon the face of each of said bonds there shall be recited the statutory provisions and the resolution under which said bonds are authorized and issued. Each of said bonds shall express upon its face the purpose for which the same is issued, that said bond is payable only out of the gross revenue arising from the operation of the dormitories to be constructed from the proceeds of said bonds, and is secured only by an indenture pledging said revenues. Said bonds shall be signed by the Chairman and Secretary of this Board and each of the interest coupons attached to said bonds shall bear the facsimile signature of the Treasurer. Said bonds shall be prepared and delivered from time to time under the direction of the Board of Trustees.

Section 4. It is hereby determined to be for the best interest of this Board and of Ohio State University to accept the offer made to this Board by the Retirement Board of the State Teachers' Retirement System for the purchase of said bonds at par and accrued interest to date of delivery, the bonds to be delivered in installments as the money is needed during the period of construction of said dormitories.

Section 5. That portion of the proceeds of the sale of said bonds constituting accrued interest shall be placed in the Sinking Fund hereinafter provided for, for the retirement of said bonds and not more than \$24,800 additional of the proceeds of said sale shall be placed in said Sinking Fund for the payment of the interest for the first two years. The balance of said proceeds, when collected by the Board of Trustees, shall be deposited in a separate account, known as the Women's Dormitory Construction Account in the Ohio National Bank, and disbursed in accordance with regular University procedure and Part II, paragraphs 5 and 6, of the Terms and Conditions, dated September 15, 1937, as prescribed by the Federal Emergency Administration of Public Works, reading in part as follows:

Part II—paragraph 5. "A separate account or accounts will be set up in a bank or banks which

are members of the Federal Deposit Insurance Corporation. * * * The Applicant's Funds will be deposited in the Construction Account promptly upon receipt thereof. Payments for the construction of the Project will be made only from the Construction Account."

Part II—paragraph 6. "Moneys in the Construction Account will be expended only for such purposes as shall have been previously specified in a signed certificate of purposes filed with and accepted by the Government."

Section 6. As and for a Sinking Fund for the payment of interest accruing on and for the retirement of said bonds there shall be deposited in a separate account known as the Women's Dormitory Sinking Fund Account, the following amounts:

On or before the 15th day of December, 1940, and quarterly thereafter, an amount equal to one-half of the next maturing interest payment on the outstanding bonds;

On or before the following dates the following amounts:

June 15, 1941.....	\$16,000
June 15, 1942.....	17,000
June 15, 1943.....	17,000
June 15, 1944.....	18,000
June 15, 1945.....	19,000
June 15, 1946.....	19,000
June 15, 1947.....	20,000
June 15, 1948.....	21,000
June 15, 1949.....	21,000
June 15, 1950.....	22,000
June 15, 1951.....	23,000
June 15, 1952.....	23,000
June 15, 1953.....	24,000
June 15, 1954.....	25,000
June 15, 1955.....	25,000

for the retirement of the principal of said bonds.

Section 7. Rates, rentals and charges for use and occupancy of the dormitories, dining-halls and other facilities, the gross receipts of which are pledged, or to be pledged, to secure the payment of said revenue bonds, shall be reasonable and just, but in any event shall at all times be sufficient to produce gross revenues at least adequate to pay and provide for the reasonable and proper expenses of operating and maintaining said properties and to meet the Sinking Fund payments specified in Section 6 hereof.

Section 8. This Board of Trustees hereby irrevocably covenants, obligates and binds itself, so long as any of the bonds to be secured by the indenture herein authorized are outstanding, to keep said indenture a direct lien upon the revenues pledged, or to be pledged, for the payment of said bonds and that it will not create or suffer to be created, any debt, lien or charge which would constitute a lien prior to

or upon a parity with the lien of the indenture securing said bonds upon the revenues pledged to the payment thereof.

Section 9. Until all of said revenue bonds shall be fully paid this Board will operate the dormitory properties and facilities from which are derived the revenues pledged to the payment of said bonds and maintain the same and all parts thereof in constant good order and repair and will maintain upon said dormitories and facilities fire, explosion, tornado and use and occupancy insurance; and will furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns of said indenture, full and satisfactory reports, audits, statements and other information from time to time in such form and detail as may be requested by it, its said successors or assigns, and shall also permit it or them to inspect said dormitory properties and all records, accounts and data of this Board pertaining thereto at all reasonable times.

Section 10. In order to secure the payment of the principal of and interest on said bonds in the aggregate principal amount of \$310,000, as the same shall become due and payable, the Chairman and Secretary of this Board are hereby authorized and directed in the name of and on behalf of this Board to make, execute, acknowledge and deliver to the Retirement Board of the State Teachers Retirement System a good and sufficient indenture of pledge covering the entire gross receipts derived or to be derived from the operation, use and occupancy of the dormitories to be constructed by the proceeds of said bonds and also of any dining-halls and other facilities located in and operated as a part of said dormitories.

The said indenture shall be in such form and shall contain such terms, covenants and conditions not inconsistent with this resolution as shall be approved by the Attorney General of the state of Ohio. Said indenture shall contain a condition that in case default be made in the payment of any of said bonds secured thereby or of the interest thereon, or in any of the terms of said indenture the Retirement Board of the State Teachers Retirement System, or its successors and assigns of said indenture, may elect to declare the entire amount of said bonds due and payable and that upon default in the payment thereof said pledge may be foreclosed. Said indenture shall also provide that the Board of Trustees shall carry insurance upon the properties, the gross receipts of which are pledged under said indenture against loss by fire, explosion, tornado or decrease in use and occupancy, in a minimum amount of the full insurable value of such property, which insurance shall be payable to the Retirement Board of the State Teachers Retirement System, or its successors or assigns of said indenture, as its or their interest may appear.

Section 11. Each section of this resolution and each subdivision of any section thereof is hereby declared to be independent and the finding or holding of any section or subdivision of any section thereof to be invalid or void shall not

be deemed or held to affect the validity of any other section or subdivision of this resolution.

The above motion was seconded by Dr. Altmaier, and was, upon roll call, unanimously adopted.

* * * * *

Mr. Atkinson presented the following resolution and moved its adoption:

WHEREAS, the estimate of the cost of Addition to Journalism Building, PWA Docket No. OH-1986-F, of the Ohio State University needs to be revised in accordance with the executed contracts; now, therefore,

BE AND IT IS HEREBY RESOLVED by the Board of Trustees of the Ohio State University:

1. That the estimate of the cost of the foregoing Project be revised as follows:

<i>Item</i>	Latest approved Estimate	Newly revised estimate
(1) Preliminary expenses.....		
(2) Land and Rights-of-way.....		
(3) Construction cost		
General construction.....	\$111,500.00	\$ 77,700.00
Heating and Ventilating.....	6,000.00	5,589.00
Plumbing.....	8,200.00	3,570.00
Electrical.....	4,700.00	4,100.00
Contracts to be awarded:		
Continuation of Project—		
General construction		
Heating and Ventilating, Plumbing, Electrical.....		44,795.00
Contingencies.....	10,000.00	4,700.00
(4) Engineering.....	5,000.00	
Design.....		3,000.00
Inspection and Supervision.....		2,000.00
(5) Legal and overhead.....		
(6) Interest during construction.....		
(7) Miscellaneous costs.....		
Total Estimated Cost.....	\$145,400.00	\$145,454.00
Funds available, earned grant.....	\$ 65,454.00	
Owner's fund.....	80,000.00	
Total.....	\$145,454.00	

2. That the said Board of Trustees hereby acknowledges that the Project will be constructed and funds therefore expended on the basis of the revised items of estimated cost appearing above.

3. That the following funds are available, or will be made available as needed, to meet all the costs of expenditures incurred or to be incurred in connection with the complete construction of said Project:

Estimated amount of Grant.....	\$65,454.00
Legislative appropriation	
Senate Bill No. 457, F-9 (c).....	80,000.00

The above motion was seconded by Dr. Altmaier, and was, upon roll call, unanimously approved.

* * * * *

Thereupon the Board adjourned to meet on Saturday, November 5, 1938, 5:30 P. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND SEVENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, November 5, 1938.

The Board of Trustees met in Columbus, Ohio, at 10:30 A. M., pursuant to call of the Chairman.

Present: Harry A. Caton, Chairman, Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, and Lockwood Thompson.

* * * * *
The minutes of the last meeting were approved.

* * * * *

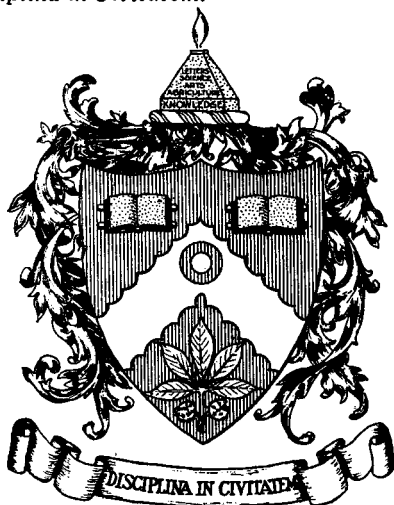
Acting President McPherson stated to the Board that Professor Thomas E. French has designed a proposed coat of arms for the Ohio State University which he now desires to present to the University.

Professor French, who was asked to come in to the meeting at this time, presented the following blazonry of the proposed coat of arms:

Gules, on a chevron engrailed argent, between in chief two open books or, and in base a buckeye leaf and fruit slipped proper, an annulet of the first.

Crest: on a wreath of the colors a truncated pyramid on a base, or, surmounted by a flame proper. On the face of the pyramid the words LETTERS, SCIENCE, ARTS, AGRICULTURE, and on the base the word KNOWLEDGE.

Motto: *Disciplina in Civitatem.*



Upon motion of Mr. Atkinson, seconded by Mr. Thompson, the Board, by unanimous vote, accepted the proposed design as the official coat of arms of the Ohio State University and directed the Acting President to express to Professor Thomas E. French the appreciation of the Board for this splendid contribution to the University.

* * * * *

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the following recommendations as presented by Acting President McPherson were, upon roll call, unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Joseph N. Maxwell	Co. Agr. Agent, Portage County	Oct. 31, 1938	\$3,200.00
Roger M. Thomas	Co. Agr. Agent, Scioto County	Oct. 31, 1938	3,200.00
Doris Snook	Home Dem. Agent, Shelby County	Sept. 30, 1938	1,900.00
<i>College of Agriculture</i>			
<i>Agricultural Education</i>			
Flossie Sprague	Stenographer	Oct. 31, 1938	960.00
<i>College of Arts and Sciences</i>			
<i>Administration</i>			
Marjorie Potts	Stenographer	Nov. 15, 1938	540.00
<i>English</i>			
Katherine Edbrooke	Assistant	Oct. 31, 1938	954.00
<i>Physics and Astronomy</i>			
S. Wayne Foor	Graduate Assistant	Sept. 30, 1938	450.00
<i>Speech</i>			
J. Garber Drushal	Assistant	Oct. 10, 1938	900.00
<i>College of Dentistry</i>			
Nora A. Moore	Technical Assistant	Oct. 4, 1938	840.00
<i>College of Education</i>			
<i>Education</i>			
James L. Oppelt	Graduate Assistant	Oct. 31, 1938	450.00
<i>College of Medicine</i>			
<i>Oto-Laryngology</i>			
E. Paul Shepard	Assistant	Oct. 31, 1938	No salary
<i>Physiological Chemistry and Pharmacology</i>			
Joseph F. Vincent	Graduate Assistant	Sept. 30, 1938	450.00
<i>Starling-Loving Hospital</i>			
<i>Dietary</i>			
Landon Reed	Dishwasher	Oct. 16, 1938	618.00
James H. Griffin	Kitchen Helper	Oct. 16, 1938	702.00
Wilma Seward	Assistant Cook	Oct. 31, 1938	588.00
<i>Starling-Loving Hospital—Rotary No. 7727</i>			
<i>Nursing Care</i>			
Lanore Browne	General Duty Nurse	Oct. 15, 1938	900.00
Madeline Mason	General Duty Nurse	Aug. 26, 1938	900.00
Freda Gooding	General Duty Nurse	Aug. 31, 1938	900.00

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<i>College of Veterinary Medicine</i>			
Betty Long	Technical Assistant	Sept. 30, 1938	1,200.00
<i>Graduate School</i>			
Dwight Springer	O. M. Scott and Sons Company Fellow	Oct. 31, 1938	500.00
<i>President's Division</i>			
<i>Library</i>			
Mary S. Schneider	Library Assistant	Oct. 31, 1938	876.00
<i>Administrative Division</i>			
<i>Dean of Women's Office</i>			
Mary Hinchey Herron	Assistant to the Dean	Nov. 15, 1938	1,356.00
Miriam Lois Latta	Stenographer	Nov. 15, 1938	960.00
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Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Roger M. Thomas	Co. Agr. Agent, Portage County	Nov. 1, 1938		\$3,200.00
George E. Wood	Co. Agr. Agent, Scioto County	Nov. 1, 1938		2,600.00
Velma Golding	Home Dem. Agent, Portage County	Oct. 16, 1938		1,900.00
Doris Snook	Home Dem. Agent, at large	Oct. 1, 1938		1,900.00
Geneva Humphreys	Home Dem. Agent, Meigs County	Oct. 1, 1938		1,800.00
Ralph Baker	Assistant in Rural Economics	Oct. 1, 1938		1,200.00
<i>College of Agriculture</i>				
<i>Administration</i>				
Flossie Sprague	Stenographer	Nov. 1, 1938 for 2 months		160.00 period
<i>Agricultural Education—Smith-Hughes</i>				
Virginia Stolle	Stenographer	Nov. 1, 1938		960.00
<i>Animal Husbandry</i>				
Melvin H. Hazeleus	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Poultry Husbandry</i>				
Earl Hall	Student Laborer	Oct. 1, 1938 for 3 months		75.00 period
Waldo Kinsel	Student Laborer	Oct. 1, 1938 for 3 months		75.00 period
Charles P. Colwell	Laborer	Oct. 1, 1938 for 3 months		150.00 period
<i>College of Arts and Sciences</i>				
<i>Chemistry</i>				
Edwin S. Hodge	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>English</i>				
Miriam P. St. Clair	Assistant (part time)	Oct. 1, 1938	Au.	252.00 period
Robert M. Ross	Graduate Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period
<i>Physics and Astronomy</i>				
Harold B. Law	Graduate Assistant	Oct. 1, 1938	Au.Wi.Sp.	450.00
<i>Speech</i>				
Francis X. Brilty	Graduate Assistant	Oct. 10, 1938	Au.Wi.Sp.	450.00
John V. Irwin	Graduate Assistant	Oct. 10, 1938	Au.Wi.Sp.	450.00

College of Commerce and Administration

<i>Accounting</i>				
Paul Jones Thomas	Assistant	Oct. 1, 1938	Au.	300.00 period

College of Dentistry

Marianne Ide Clarke	Technical Assistant	Oct. 10, 1938 (12 months)		840.00
(Salary to be paid from Dental Clinic Rotary No. 7160)				

College of Education

<i>Education</i>				
Norma Kirkendall	Assistant (part time)	Oct. 1, 1938	Au.	50.00 period
Harold H. Church	Graduate Assistant	Nov. 1, 1938 for 8 months		400.00 period

Music

Mary L. Meister	Assistant	Oct. 11, 1938	Au.	300.00 period
Rachel Way Sherman	Instructor (part time)	Oct. 11, 1938	Au.	300.00 period

College of Medicine

<i>Surgery</i>				
William B. Harris	Assistant	Nov. 1, 1938 (12 months)		No salary

Starling-Loving Hospital

<i>Administration</i>				
Robert J. Kennedy	Office Orderly (To take the place of Dale Walters, on leave)	Oct. 4, 1938	(3&4)	50.00 month
Mary Rottman	Student Relief Clerk	Sept. 28, 1938	(3&4)	636.00

Nursing Care

Woodrow Jobe	Orderly	Oct. 1, 1938	(3&4)	684.00
*Octavia Bryant	Nurses Aide	Oct. 5, 1938	(3&4)	42.00 month
* (To take the place of Dorothy Freeland, on leave)				

Dietary

Landon Reed	Kitchen Helper	Oct. 17, 1938	(3&4)	702.00
Edna Mills	Diet Kitchen Helper	Oct. 24, 1938	(3&4)	588.00
Lawrence Alexander	Dishwasher	Oct. 17, 1938	(3&4)	618.00

Dispensary

Ferne DeVoll	Supervising Nurse	Oct. 1, 1938	(3&4)	900.00
Lillian Williams	Janitress	Oct. 20, 1938	(1&4)	588.00
James H. Griffin	Janitor	Oct. 17, 1938	(1&4)	900.00

*Starling-Loving Hospital—Rotary No. 7727**Nursing Care*

Helen Max Mark	General Duty Nurse	Oct. 11, 1938	(3&4)	900.00
Mary Helen Schick	General Duty Nurse	Oct. 15, 1938	(3&4)	900.00
Margaret McSweeney	General Duty Nurse	Oct. 16, 1938	(3&4)	900.00

College of Veterinary Medicine

Eleanor Graham	Technical Assistant	Oct. 17, 1938 (12 months)		1,200.00
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Graduate School

Grant Crane	American Petroleum Institute Research Foundation Fellow	Oct. 1, 1938 for 11 months		550.00 period
Amos Turk	American Petroleum Institute Research Foundation Fellow	Oct. 1, 1938 for 11 months		550.00 period

(Salaries to be paid from the American Petroleum Institute Hydrocarbon Foundation Funds)

Frederick A. Petersen	Research Fellow	Oct. 1, 1938 to June 30, 1939		1,000.00 period
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(Salary to be paid from the Texas Mining and Smelting Company Fund)

Norman Louis Haldy	Hall Laboratories Inc. Fellow	Oct. 1, 1938	Au. Wi. Sp.	900.00
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(Salary to be paid from the Hall Laboratories, Incorporated Fund)

Edward Bordin	Research Assistant	Oct. 1, 1938	Au. Wi.	150.00 period
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(Salary to be paid from Graduate School Rotary Fund No. 7280)

Florence W. Richardson	Scholar	Oct. 1, 1938	Au. Wi. Sp.	250.00
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*President's Division**Library*

Mary Riegger	Library Assistant	Nov. 1, 1938	876.00
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*Administrative Division**Dean of Men's Office*

Marjorie Potts	Stenographer	Nov. 16, 1938	960.00
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Dean of Women's Office

Miriam Lois Latta	Assistant to the Dean	Nov. 15, 1938	1,356.00
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Entrance Board

Ellen Vick	Clerk	Oct. 1, 1938 for 1 month	80.00 period
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*Physical Plant Division**Roads and Grounds*

Henry B. Sherman	Assistant Maintenance Engineer	Nov. 11, 1938	2,700.00
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Police and Watchmen

Claude G. Ford	Nightwatchman	Oct. 1, 1938	1,200.00
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Laboratory Supply Store

Lulu Abel	Clerk	Nov. 1, 1938	900.00
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Jean Roberts	Clerk	Nov. 1, 1938	780.00
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Pomerene Refectory

Elinor Frost	Cashier	Nov. 1, 1938	600.00
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Florence Fitzgerald	Counter Assistant	Nov. 1, 1938	600.00
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Thelma Bevelhymmer	Cook	Nov. 1, 1938	420.00
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Ethel Brown	Cook	Nov. 1, 1938	780.00
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Anna Crockett	Cook	Nov. 1, 1938	780.00
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Annie Gabriel	Cook	Nov. 1, 1938	340.00
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Ruth Wertz	Cook	Nov. 1, 1938	600.00
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Martha Williams	Cook	Nov. 1, 1938	540.00
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Theodore Hieronymous	Assistant Football Coach	Oct. 1, 1938 for 2 months	300.00 period
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Byron Eby	Assistant Football Coach	Oct. 1, 1938 for 2 months	200.00 period
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Victor Dorris	Assistant Football Coach	Oct. 1, 1938 for 2 months	50.00 period
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Changes in Title

Name	Title—From	To	Effective
<i>College of Arts and Sciences</i>			
<i>English</i>			
Douglas Angus	Graduate Assistant	Assistant	Au. Qr. only
Robert Maurer	Graduate Assistant	Assistant	Au. Qr. only
David Dickason	Graduate Assistant	Assistant	Au. Qr. only
<i>German</i>			
Walter L. DeVold	Graduate Assistant	Assistant	Oct. 1, 1938
Erich W. Steiniger	Assistant	Graduate Assistant	Oct. 1, 1938
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
Grace Beckett	Graduate Assistant	Assistant	Au. Qr. only
<i>College of Medicine</i>			
Katherine Worth	Technical Assistant, Administration	Technical Assistant, Hospital (Dispensary) (1&4)	Oct. 1, 1938
Eva Ponsler	Technical Assistant, Dispensary	Technical Assistant, Hospital (Dispensary) (1&4)	Oct. 1, 1938
Addie Burris	Maid, Dispensary	Maid, Hospital (1&4) (Dispensary)	Oct. 1, 1938
Mary Worth	Assistant, Dispensary	Assistant, Hospital (Dispensary)	Oct. 1, 1938

*President's Division
Military Science*

Lt. Col. Edwin F. Shaffer	Associate Professor	Assistant Professor	Sept. 1, 1938
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Changes in Salary

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Arts and Sciences</i>				
<i>English</i>				
Douglas Angus	Assistant	Au. Qr. only	\$ 450.00	\$1,050.00
Robert Maurer	Assistant	Au. Qr. only	450.00	810.00
David Dickason	Assistant	Au. Qr. only	450.00	810.00
<i>German</i>				
Walter L. DeVold	Assistant	Oct. 1, 1938	450.00	900.00
Erich W. Steiniger	Graduate Assistant	Oct. 1, 1938	900.00	450.00
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Grace Beckett	Assistant	Au. Qr. only	450.00	900.00
<i>College of Education</i>				
<i>Administration</i>				
Florabel Carpenter	Stenographer	Nov. 1, 1938	960.00	1,020.00
*	*	*	*	*

Change in Quarters of Service

Name	Title	From	To
<i>College of Education</i>			
<i>Psychology</i>			
Melvin A. Durea	Assistant Professor	Au. Wi. Sp	Au. Wi.
*	*	*	*

*Miscellaneous
Recommendations*

That the following travel be authorized, subject to the approval of the Director of Finance and that railroad and pullman fare be paid from the funds designated:

Lawrence E. Kunkle, Assistant Professor of Animal Husbandry, to attend the meetings of the Institute of American Meat Packers in Chicago, Illinois, October 23-25, 1938 (to be paid from "Meats Rotary").

That in accordance with the Board resolution adopted under date of May 10, 1937, and upon the recommendation of Director H. C. Ramsower and Dean John F. Cunningham, the following leaves of absence with salary be granted:

F. I. Bell, Agricultural Extension Agent, Williams County, from February 1 to June 15, 1939, for graduate study at Cornell University;

E. H. Bond, Agricultural Extension Agent, Henry County, from January 3 to March 18, 1939, for graduate study at Ohio State University;

Virgil Overholt, Professor of Agricultural Engineering from January 3 to March 18, 1939, for graduate study at Ohio State University;

H. H. Varney, Extension Economist in Marketing, from January 3 to March 18, 1939, for graduate study at Ohio State University.

That a leave of absence, without salary, be granted to Julia Rea, Stenographer, College of Agriculture, effective November 1, 1938 for two months on account of illness.

That students doing field work in the School of Social Administration, who are registered in the University but are not on the campus during the period of such field work, be excused from the \$4 Student Activities Deposit, effective October 1, 1938.

That the contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

Edward Orton, Jr., Ceramic Foundation, Columbus, Ohio—Investigation of Pyrometric Cones and Related Problems (known as Orton Foundation Fellowship, E.E.S. Project K-24; Foundations No. 13-A);

Hall Laboratories, Inc., Pittsburgh, Pennsylvania—Investigation of the application of phosphates in ceramic processes (known as the Hall Laboratories Fellowship, E.E.S. Project K-40; Foundation No. 35).

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$200 from Mr. H. H. Patterson of Cleveland, Ohio (to be credited to the Patterson Memorial Fund);

\$200 from the Ohio Federation of Women's Clubs, representing the first payment for 1938-1939 on the Pan-American Fellowship.

* * * * *

Acting President McPherson called to the attention of the Board the importance of the need for an immediate study of a retirement plan for the faculty.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Chairman was by unanimous vote directed to appoint a committee of the Board to confer with Professor C. C. Morris and such other members of the faculty as may be called in relative to a retirement plan.

The Chairman appointed Mr. Dargusch, Miss Campbell and Dr. Altmaier to represent the Board on this committee.

* * * * *

Acting President McPherson presented an invitation from the University Chapter of the American Association of University Professors stating that it is the desire of the Association to hold a reception on the evening of December 12, 1938 in honor of the members of the Board of Trustees.

Upon motion of Mr. Thompson, seconded by Mr. Atkinson, the Board by unanimous vote accepted the invitation with appreciation, and instructed the Acting President to so advise the officers of the University Chapter of the American Association of University Professors.

* * * * *

Acting President McPherson read a communication to the Board from an alumnus of the University stating that in the preparation of his will he desires to incorporate a gift of money to the University, provided that the University will assume any inheritance tax which may be due thereon in order that the total amount of the bequest may come to the University.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Acting President was by unanimous vote directed to advise this alumnus that the sentiment of the Board is favorable to his request.

* * * * *

Mr. Dargusch now offered the following resolution and recommended its adoption:

BE IT RESOLVED by the Board of Trustees of Ohio State University that the following form of indenture of pledge dated as of November 1, 1938, securing the payment of bonds in the sum of \$520,000 for the purpose of constructing, equipping and furnishing, on such sites within the campus of such University as the Board may designate therefor, Men's Dormitories to house approximately 480 students, be and the same is hereby approved:

THIS INDENTURE, made as of November 1, 1938, by and between the Board of Trustees of Ohio State University (herein called the Board) in the city of Columbus, Ohio, and the Retirement Board of the State Teachers Retirement System.

WITNESSETH:

WHEREAS, the Board is authorized by law (a) to hold, manage and operate the properties and funds constituting said Ohio State University; (b) to do all things necessary for the proper maintenance and continuous operation of said University, including the fixing of charges for its dormitory facilities; (c) to construct, equip, maintain and operate upon the campus of said University dormitories for students, faculty members and servants of the University and to borrow money for such purposes upon such terms as the Board shall deem proper; (d) to issue bonds in evidence of moneys borrowed for any such purposes substantially in the form and upon the terms in this indenture provided; and (e) to secure any bonds so issued by an indenture pledging for the payment of the principal and interest of said bonds the entire gross receipts collected by said Board from the operation of any and all dormitories now or hereafter operated under the control of said Board, together with all facilities operated in and as a part of said dormitories; and

WHEREAS, the Board, pursuant to the statutes of the state of Ohio and by appropriate resolutions duly adopted by it, has authorized and directed for the purpose of constructing, equipping and furnishing, on such sites within the campus of such University as the Board may designate therefor, men's dormitories to house approximately 480 students, the creation of an issue of bonds designated "Men's Dormitory Construction Revenue Bonds," as provided in this indenture, and in order to secure said bonds of such Men's Dormitory Construction Revenue Bonds (all of said Men's Dormitory Construction Revenue Bonds being herein called

"Bonds") which may hereafter be issued from time to time to complete the construction and equipment hereinabove referred to, has authorized and directed the execution and delivery of this indenture; and the text of the bonds, the coupons to be attached thereto, to be substantially in the following form respectively, with appropriate omissions, insertions and variations as in this indenture provided or permitted:

No. \$1000

UNITED STATES OF AMERICA
STATE OF OHIO
OHIO STATE UNIVERSITY

MEN'S DORMITORY CONSTRUCTION REVENUE BONDS

KNOW ALL MEN BY THESE PRESENTS that the Board of Trustees of Ohio State University, in the city of Columbus and state of Ohio, acknowledges itself to owe and for value received hereby promises to pay, from the revenues and in the manner hereinafter set forth, to the bearer hereof the sum of \$1000 on the 15th day of June, 1955, with interest thereon from the date hereof at the rate of three and one-half per centum per annum, payable semi-annually on June 15th and December 15th of each year commencing June 15, 1939, as evidenced by the coupons hereto attached, until the principal sum is paid. The principal sum and interest thereon, however, are payable only from the revenues mentioned below and not from any others funds or property of the state of Ohio or of or under the control of said Board of Trustees, and are payable in lawful money of the United States of America. The principal of and interest on said bonds are payable at the office of the Treasurer of the state of Ohio, at Columbus, Ohio, upon the presentation and surrender of this bond and of the coupons hereto attached as they respectively mature.

This bond is one of an issue of Men's Dormitory Construction Revenue Bonds, consisting of 520 bonds of like tenor and effect, numbered from 1 to 520, both inclusive, all of said bonds being in the denomination of \$1000 each, aggregating in amount \$520,000, and issued for the purpose of constructing, equipping and furnishing, on such sites within the campus of such University as this Board may designate therefor, men's dormitories to house approximately 480 students. All of said Men's Dormitory Construction Revenue Bonds are issued and are equally and ratably secured by an indenture dated as of November 1, 1938, executed and delivered by the Board of Trustees of Ohio State University to the Retirement Board of the State Teachers Retirement System, pledging to the payment of the principal and interest of said bonds the entire gross receipts arising from the operation of said dormitories so to be constructed, including all facilities operated in and as a part of said dormitories, and further obligating said Board to fix from time to time and to charge reasonable charges or fees for the use of said dormitories and of the facilities operated in or as a part thereof.

Said bonds are subject to call for redemption on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, on payment of the principal amount

thereof and accrued interest to date of redemption; provided, however, that not more than \$40,000 of the principal amount thereof shall be callable in any one year. The bonds to be called shall be determined by lot by the Board of Trustees.

Such right of redemption shall be exercised by resolution of said Board of Trustees and at least one week's written notice of intention to redeem shall be given to the holders of said bonds whose names and addresses are known to said Board, and if they are not all known, then also by publication in a newspaper of general circulation in Franklin County, Ohio, once, said insertion to be at least seven days prior to the redemption date. If this bond is so called for redemption and payment is duly provided therefor as required in the indenture, interest shall cease to accrue on this bond from and after such date of redemption, coupons thereafter maturing shall be void, and after such redemption date this bond shall cease to be entitled to any benefit under the indenture.

Said bonds are issued pursuant to the laws of the state of Ohio, particularly Section 7923-1 of the General Code of said state, and pursuant to a resolution adopted by the Board of Trustees of said Ohio State University on the 22nd day of October, 1938. Said bonds do not constitute general obligations of said Board of Trustees and the general property and funds either of the state of Ohio or of or under the control of said Board of Trustees are not pledged to the payment thereof, or any part thereof or interest thereon.

Reference is hereby made to the indenture for a more complete description of the nature and extent of the security, the rights of the holders of the bonds and coupons and of the Board of Trustees of said University in respect to such securities and the terms and conditions upon which the bonds and coupons are issued and secured, to all of the provisions of which indenture each holder by the acceptance hereof assents.

If an event of default as defined in the indenture shall occur, the principal of this bond and of all other Men's Dormitory Construction Revenue Bonds then issued and outstanding may be declared to become due and payable in the manner and with the effect provided by the indenture.

It is hereby certified and recited that all acts, conditions and things necessary to be done precedent to and in the issuing of these bonds in order to make them the legal, valid and binding obligations of the Board of Trustees in accordance with their terms, and in authorizing the execution and delivery of the indenture securing these bonds, have been done and performed and have happened in regular and due form as required by law, and that the Treasurer of the Board of Trustees has, on its behalf, received payment in full for said bonds.

IN WITNESS WHEREOF the Board of Trustees of Ohio State University in the city of Columbus and state of Ohio, has caused this bond to be executed in the name of said Board of Trustees by its Chairman and Secretary, and the interest coupons hereto to be authenticated by the facsimile signature of its Treasurer as of the 1st day of November, 1938.

BOARD OF TRUSTEES OF OHIO STATE UNIVERSITY

By.....
Chairman

By.....
Secretary

(Form of Coupon)

Coupon No. 1

§

On the 15th day of June, 1939, the Board of Trustees of Ohio State University in the city of Columbus and state of Ohio, will pay to bearer, but only from the gross receipts of the dormitories to be constructed from said bonds, including facilities appurtenant thereto, and not from any property or other funds of the state of Ohio, or of or under the control of said Board of Trustees, on the surrender of this coupon at the office of the Treasurer of the state of Ohio, Columbus, Ohio, § in lawful money of the United States of America, being interest then due on its Men's Dormitory Construction Revenue Bond dated November 1, 1938.

No.....
Treasurer

WHEREAS, all acts and proceedings required by law to make the bonds, when executed on behalf of the Board by its Chairman and its Secretary, and delivered, the valid, binding and legal obligations of the Board in accordance with their terms, and to constitute this indenture a valid, binding and legal pledge and agreement for the security of the bonds in accordance with its terms, have been duly complied with or have been done or performed, or have happened, and the execution, issuance and delivery of the bonds and execution and delivery of this indenture have been in all respects duly authorized;

Now, THEREFORE, THIS INDENTURE WITNESSETH that, in order to secure the payment of the principal of and interest on the bonds at any time outstanding equally and ratably, according to their true intent and meaning, and to secure the performance and observance of all the covenants and conditions therein and herein contained, and to declare the terms and conditions upon and subject to which the bonds are held, secured and enforced; and for and in consideration of the premises and of the purchase and acceptance of the bonds by the holders thereof from time to time, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Board has executed and delivered this indenture and has assigned, pledged and set over, and by these presents does assign, pledge and set over unto the Retirement Board of the State Teachers Retirement System and to its successors and assigns forever:

The entire gross receipts derived and to be derived from the operation, use and occupancy of said dormitories to be constructed from the proceeds of said bonds, including any dining halls or other facilities from which revenue is or may be derived and which are located in and operated as a part of said

dormitories (the foregoing gross receipts being herein collectively called the "pledged revenues").

TO HAVE AND TO HOLD the pledged revenues unto the Retirement Board of the State Teachers Retirement System, its successors or assigns, forever.

The condition of this indenture is such that whereas the said Board of Trustees of Ohio State University has sold to said Retirement Board of the State Teachers Retirement System the bonds herein described in the sum of \$520,000, now if the said Board of Trustees of Ohio State University shall well and truly pay or cause to be paid so many of said bonds as may be executed and delivered to said Retirement Board according to their tenor and shall comply with the resolution of said Board of Trustees passed on the 22nd day of October, 1938, authorizing the issuance of said bonds, then this indenture shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that, until an event of default as defined in Section 26 of Article Seven of this indenture shall have occurred, said Board of Trustees shall be suffered and permitted to retain full possession and control of the pledged revenues and to use the same and every part thereof.

AND IT IS HEREBY COVENANTED and declared that the bonds are to be issued and delivered and that the pledged revenues are to be held by said Board of Trustees subject to the following further covenants, conditions and uses:

ARTICLE ONE

GENERAL PROVISIONS REGARDING THE BONDS

Section 1. *Authorized Issue.* The aggregate principal amount of the bonds which may be issued and delivered under this indenture is limited so that the aggregate principal amount of the bonds at any time outstanding hereunder shall not exceed \$520,000, except as provided in Section 5 hereof. This indenture shall be and constitute a continuing pledge to secure the full and final payment of the principal of and interest on all the bonds which may, from time to time, be issued and delivered hereunder.

Section 2. *Designation.* The bonds shall be known and entitled as "Men's Dormitory Construction Revenue Bonds" of the Board, shall be numbered from 1 to 520, both inclusive, and the bonds and coupons attached thereto shall be substantially in the form hereinbefore recited, and with such further omissions, variations and insertions as are permitted by this indenture, and may have such letters, numbers and other marks of identification and designations and such legends or endorsements printed, lithographed or engraved thereon, as may be required to conform to usage in respect thereof, or as may, consistent with the provisions hereof, be determined by the Chairman and Secretary of the Board, such determination by said officers to be evidenced by the signing of the bonds by said Chairman and Secretary.

Section 3. *Description.* The bonds shall be coupon bonds payable to bearer, and both principal thereof and interest thereon shall be paid in lawful money of the United States of

America. The bonds shall be dated as of November 1, 1938, shall be in the denomination of \$1000 each, shall be numbered from 1 to 520, both inclusive, and shall mature on the 15th day of June, 1955, but subject, however, to call for redemption on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, as provided in said Board resolution and in Article Five hereof. Said bonds shall bear interest from November 1, 1938, at the rate of three and one-half per centum per annum, payable semi-annually on June 15 and December 15 of each year, commencing June 15, 1939, (such dates being herein sometimes called the "interest payment dates") until the payment of the principal amount thereof. Principal and interest thereon shall be payable at the office of the Treasurer of the state of Ohio at Columbus, Ohio.

Section 4. *Execution.* The bonds shall be executed in the name and on behalf of the Board by its Chairman and its Secretary. In case the Chairman or Secretary, or both, who have signed any bond, shall cease to be such officer of the Board before the bond so signed shall have been actually delivered, such bond, nevertheless, may be issued and delivered as though the person who had signed such bond had not ceased to be such officer of the Board; and, also, any bond may be signed on behalf of the Board by such person, who, at the actual date of the execution of such bond, shall be the proper officer of the Board, although at the date of such bond such person shall not have been such an officer of the Board. The coupons to be attached to the bonds shall be authenticated by the facsimile signature of the present or any future Treasurer of the Board, and the Board may adopt and use for that purpose the facsimile signature of any person who shall have been such Treasurer, notwithstanding the fact that he may not have been such Treasurer at the date of such bond or that he may have ceased to be such Treasurer at the time when such bond shall be actually delivered.

Section 5. *Mutilated, Lost, Stolen or Destroyed Bonds.* In case any bond or coupons thereto appertaining shall be mutilated, lost, stolen or destroyed, then upon the production of such mutilated bond and/or coupons, or upon the receipt of evidence satisfactory to the Board of the loss, theft or destruction of such bond and/or coupons, and upon receipt also of indemnity satisfactory to it, the Board, in its discretion, may execute, and thereupon the proper officers of the Board shall deliver a new bond and/or coupons in exchange for, and upon cancellation of, the mutilated bond and/or coupons, or in lieu of the bond and/or coupons so lost, stolen or destroyed. Any new bond or coupon issued under this Section shall constitute an additional original contractual obligation of the Board, whether or not the bond or coupon alleged to have been destroyed, lost or stolen be at any time enforceable by any one; and such new bond or coupon shall be entitled to the benefit of this indenture equally and ratably with all other bonds and coupons issued hereunder, and any indemnity so given shall likewise be ratably applicable to all the bonds and coupons. The Board shall place upon the face of any such new bond and/or coupon a distinguishing mark or legend plainly showing that it is a duplicate of such mutilated, lost,

or stolen or destroyed bond, but such mark or legend shall in no way affect the validity or negotiability of such new bond and/or coupon. The Board may, at its option, require the payment of a sum sufficient to reimburse it for any legally imposed stamp tax or other governmental charge connected with the issuance of any such new bond and/or coupon, and also a further sum not exceeding the reasonable expense thereof.

ARTICLE TWO PROCEEDS OF SALE

Section 6. *Expenditure of Proceeds of Sale.* The proceeds of the sale of said bonds, excepting accrued interest and not more than \$41,600 of said proceeds, shall be drawn upon and expended by the Board only for the purpose of constructing, equipping and furnishing, upon such sites within the campus of such University as this Board may designate therefor, men's dormitories to house approximately 480 students, and any balance thereof remaining after the completion of such construction shall be transferred by the Board of Trustees to the Sinking Fund and dealt with as provided in Article Five hereof. Said proceeds, other than the accrued interest and not more than \$41,600, shall be placed in a separate account known as the Men's Dormitory Construction Account in the Ohio National Bank and disbursed in accordance with regular University procedure and Part II, paragraphs 5 and 6 of the terms and conditions, dated September 15, 1937, as prescribed by the Federal Emergency Administration of Public Works.

ARTICLE THREE CONSTRUCTION AND MAINTENANCE

Section 7. *Construction.* Forthwith upon the execution of this indenture, the Board will commence the construction of the above mentioned dormitories and will thereafter continue such construction with all practicable dispatch, in an efficient and economical manner, at a reasonable cost, and in accordance with the plans and specifications filed with and approved by the Board. The Board will complete any such construction free from all liens and encumbrances.

Section 8. *Maintenance.* The Board will at all times efficiently maintain and operate the properties from which the pledged revenues are derived and will keep said properties and every part thereof in good and tenable condition.

Section 9. *Inspection.* The Board will permit the Retirement Board of the State Teachers Retirement System, its successors and assigns of this indenture by its or their representatives to have access to the dormitories of the University at all reasonable times for the purpose of making such inspection thereof as it or they may desire to make.

ARTICLE FOUR INSURANCE

Section 10. *Maintenance of Insurance.* The Board will at all times keep and maintain, at its own expense, all the dormitories, other facilities and equipment from time to time

comprising the properties from which the pledged revenues are derived, insured, for the full insurable value thereof, with insurers acceptable to the Retirement Board of the State Teachers Retirement System, its successors and assigns, against loss or damage by fire, explosion, tornado and against loss or damage due to decrease in use and occupancy resulting from the happening of any of said casualties, in a minimum amount of the full insurable value of such property.

The policies of insurance required by the foregoing provisions of this section shall provide for the payment of any claim thereunder to the Retirement Board of the State Teachers Retirement System, its successors and assigns, and to the Board of Trustees as their respective interests may appear. By the terms of such policies, the sole right to collect and receipt for all claims thereunder shall be vested in the Retirement Board of the State Teachers Retirement System, its successors and assigns, as long as any of the bonds are outstanding and until this indenture is canceled and discharged.

From time to time as any insurance is procured, originals or duplicate originals of the policies therefor will be delivered to and held by the Retirement Board of the State Teachers Retirement System, its successors and assigns. The Retirement Board of the State Teachers Retirement System, its successors and assigns, shall not be responsible for the collection of any moneys payable under such policies nor for the failure of the Board to procure or renew insurance, nor shall the Retirement Board of the State Teachers Retirement System, its successors and assigns, be under any duty with respect to the form of such policies. The Board will duly pay all premiums on such policies.

Section 11. *Repair or Replacement of Damaged Property.* In the event of damage to or partial or total destruction of any part of the dormitory properties, facilities or equipment, the Board of Trustees will commence immediately and will proceed continuously, with all practicable dispatch, to repair, replace or rebuild the damaged or destroyed property, and to restore the same, free of all liens and encumbrances, to a condition at least equal to that prior to the occurrence of such damage or destruction; provided, however, that if a total destruction of any such properties has occurred and an insurance claim therefor has been collected by the Retirement Board of the State Teachers Retirement System, its successors and assigns, as in Section 10 provided, the Board may in lieu of replacing such destroyed property as herein required, direct the Retirement Board of the State Teachers Retirement System, its successors and assigns, to transfer the funds so collected into the Sinking Fund for disbursement as provided in Article Five hereof.

Section 12. *Application of Proceeds of Insurance.* All insurance moneys received by the Retirement Board of the State Teachers Retirement System, its successors and assigns, on account of claims on use and occupancy policies will be paid to the Treasurer of Ohio State University to be placed by him in the Sinking Fund and be disbursed out of said fund as provided in Article Five hereof.

All insurance moneys received by the Retirement Board of the State Teachers Retirement System, its successors and assigns, on account of damage to or partial or total destruction of the dormitory properties, facilities and equipment will be held by the Retirement Board of the State Teachers Retirement System, its successors and assigns, unless transferred to the Sinking Fund pursuant to Section 11 hereof and will be disbursed from time to time by the Retirement Board of the State Teachers Retirement System, its successors and assigns, to or upon the order of the Board of Trustees, to reimburse it for expenditures made, or to pay indebtedness incurred, in respect of the cost of repairing, replacing or rebuilding the damaged or destroyed property, upon receipt by the Retirement Board of the State Teachers Retirement System, its successors and assigns, of:

- (a) A written instrument signed in the name and on behalf of the Board by the Chairman and Secretary, requesting the disbursement of a specified amount of such moneys, describing in reasonable detail the work done and materials purchased by way of repairing, replacing or rebuilding the damaged or destroyed property, and stating that such amount is required to reimburse the Board for expenditures made on account of the cost thereof, and, further, that no reimbursement or advance has been made previously by the Retirement Board of the State Teachers Retirement System, its successors and assigns, for the expenditures made or to be made, on account of which such request is made; In lieu of the above mentioned certification as to work done and moneys theretofore expended, in the event the repairing, replacing or rebuilding of such damaged or destroyed property is to be done under contract pursuant to the receipt of bids, as provided by law, and the Board does not have sufficient funds available for the payment of such contract cost without the use of such insurance moneys, then and in such event the instrument to be furnished in compliance with paragraph (a) hereof shall request the immediate certification as to availability of such specified amount of such moneys and the description as to the work and materials shall refer to the work and materials to be done by the contractor and state that bids have been called for in accordance with law and received covering such work and materials, and that contracts will be entered into by the Board for such work and material as soon as funds can be certified as available therefor; and that such sums when received will be applied by it to the payment of such contract cost, in which event the Retirement Board of the State Teachers Retirement System, its successors and assigns, will, if it shall have been furnished with the remaining

certificates called for by this Section 12, issue to the Treasurer of the Board its certificate as to the availability of such specified amount of moneys, and thereafter pay the same to the Board upon orders of the Treasurer of the Board as amounts become due under said contract or contracts, as certified by said Treasurer;

- (b) A certificate signed by an engineer satisfactory to the Retirement Board of the State Teachers Retirement System, its successors and assigns, (who may be the engineer for the Board of Trustees), approving the work and materials described in the instrument required by the foregoing paragraph (a), stating that the amount specified in such instrument is not in excess of the reasonable cost of such work and materials, and specifying the additional amount, if any, required to complete the repairing, replacing or rebuilding of the damaged or destroyed property, and further, that, in his opinion, the properties so destroyed will not be worth less upon completion thereof than before such damage or destruction;
- (c) A certificate, signed in the name and on behalf of the Board by its Chairman and its Secretary, certifying that the Board has appropriated and has available for the purpose of the above mentioned repairing, replacing or rebuilding, sufficient moneys so that, when added to the available insurance moneys then in the hands of the Retirement Board of the State Teachers Retirement System, its successors and assigns, there will be sufficient funds to complete the proposed repairing, replacing or rebuilding, (this certificate may be omitted if the certificate described in the foregoing paragraph (b) shows that no funds will be required in addition to the available insurance moneys in the hands of the Retirement Board of the State Teachers Retirement System, its successors and assigns).

ARTICLE FIVE

REDEMPTION OF BONDS AND SINKING FUND

Section 13. *Redemption of Bonds.* The bonds shall be subject to redemption at the option of the Board on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, on payment of the principal amount thereof and accrued interest to date of redemption; provided, however, that not more than \$40,000 of the principal amount thereof shall be callable in any one year. The bonds to be called shall be determined by lot by the Board of Trustees. Such right of redemption shall be exercised by resolution of the Board of Trustees and at least one week's written notice of intention to redeem shall be given to the holders of said bonds whose names and addresses are known to this Board;

and if they are not all known, then also by publication in a newspaper of general circulation in Franklin County, Ohio, once, said insertion to be at least seven days prior to the redemption date.

Section 14. *Obligations on Bonds Redeemed.* Notice of redemption having been given, as provided herein, and the Board of Trustees having in cash a sufficient amount to redeem the bonds designated in the notice, the bonds so designated for redemption shall, on the redemption date, become due and payable at the office of the State Treasurer at the redemption price thereof then payable, and upon the surrender thereof with all interest coupons pertaining thereto, maturing on and subsequently to the said redemption date, such bonds shall be paid and redeemed at the said redemption price. After the date so fixed for redemption (unless the Board of Trustees shall make default in providing for the payment thereof) the bonds so designated for redemption shall cease to bear further interest or to be entitled to any of the benefits or security provided by this indenture or to any other rights except the right to a pro rata share in the funds provided for their redemption; but all interest coupons pertaining to such bonds which shall have matured prior to the redemption date shall continue to be payable to the holder or holders thereof but without interest thereon.

Section 15. *Sinking Fund.* As and for a Sinking Fund for the payment of interest accruing on and for the retirement of said bonds there shall be deposited in a separate account known as the Men's Dormitory Sinking Fund Account, the following amounts:

On or before the 15th day of December, 1940, and quarterly thereafter, an amount equal to one-half of the next maturing interest payment on the outstanding bonds;

On or before the following dates the following amounts:

June 15, 1941.....	\$13,000
June 15, 1942.....	28,000
June 15, 1943.....	29,000
June 15, 1944.....	30,000
June 15, 1945.....	31,000
June 15, 1946.....	32,000
June 15, 1947.....	33,000
June 15, 1948.....	34,000
June 15, 1949.....	35,000
June 15, 1950.....	36,000
June 15, 1951.....	37,000
June 15, 1952.....	38,000
June 15, 1953.....	39,000
June 15, 1954.....	40,000
June 15, 1955.....	65,000

for the retirement of the principal of said bonds.

Section 16. *Purchase Out of Sinking Fund.* Any cash at any time paid into the Sinking Fund may be applied by the Board of Trustees from time to time to the purchase, in the open market or in such manner as the Board of Trustees in its discretion may deem proper, any of such bonds as may be

offered to it for purchase at prices not exceeding the redemption price thereof; provided that the Board of Trustees shall not apply to the purchase of bonds that portion of any cash paid into the Sinking Fund which is attributable to the interest payable on the next succeeding interest paying date.

Section 17. *Cancellation of Bonds.* All bonds redeemed pursuant to any of the provisions hereof and all bonds purchased with Sinking Fund moneys, shall together with the pertinent interest coupons forthwith be cancelled by the Treasurer of said Board of Trustees and shall be delivered by him to the Board of Trustees or upon its written order; and no bonds shall be issued in lieu thereof.

ARTICLE SIX

PARTICULAR COVENANTS OF THE BOARD

Section 18. *Rates and Charges.* The Board of Trustees will fix and maintain and collect rates, rentals and charges for use and occupancy of the dormitories, dining halls and other facilities, the gross revenues from which are hereunder pledged, sufficient at all times to produce revenues at least adequate to pay and provide for (a) the reasonable and proper expenses of operating and maintaining said properties; and (b) the Sinking Fund payments specified in Article Five hereof.

Section 19. *Payment of Principal and Interest.* The Board will, but without pledging its general property or funds or those of the state of Ohio but only the gross revenues hereinbefore described, pay the principal of said bonds on June 15, 1955, and interest on every bond on the dates and at the place and in the manner mentioned in the bonds or in the coupons thereto appertaining according to the true intent and meaning thereof. Such interest will be payable only upon presentation and surrender of the several coupons for such interest as they respectively become and are due and payable. When paid, such coupons will forthwith be cancelled by the Treasurer of the Board of Trustees and will thereupon be delivered to the Board, which will thereafter destroy the same. The principal of the bonds will be payable only upon presentation and surrender of the several bonds as they respectively become and are due and payable. When paid, such bonds will forthwith be cancelled and when cancelled by the Treasurer of the Board will thereupon be delivered to the Board for destruction.

Section 20. *Extension, etc.* The Board will not, directly or indirectly, extend or assent to the extension of the time for payment of any bond or coupon issued hereunder, and will not, directly or indirectly, take part in any arrangement therefor by purchasing or funding such coupon or bond or in any other manner. Neither any such coupon or any claim under any such coupon or bond so extended, nor any coupon which in any way at or after its maturity shall have been transferred separate and apart from the bond to which it belongs, will be entitled, in case of default hereunder, to the benefit or security of this indenture, until the prior payment in full of the principal of all bonds issued hereunder and outstanding

and of all such coupons not so transferred or pledged or extended, the intention hereof being to prevent any accumulation of coupons or bonds or claims thereon after the maturity thereof.

Section 21. *Further Assurances.* At any and all times the Board will do, execute, acknowledge and deliver, or will cause to be done all such further acts and things, and cause to be executed, acknowledged and delivered all such further deeds, transfers and assurances for the better assuring, conveying and confirming unto the Retirement Board of the State Teachers Retirement System, its successors and assigns, any and all of the pledged revenues hereby conveyed or intended so to be, as the Retirement Board of the State Teachers Retirement System, its successors and assigns, may reasonably require for better accomplishing the provisions and purposes of this indenture, and for securing the payment of the principal of and interest on the bonds.

Section 22. *Maintenance of Lien.* This indenture is, and always will be kept, a direct lien upon the pledged revenues conveyed by the Granting Clause hereof; and the Board will not create or suffer to be created any debt, lien or charge which would constitute a lien prior to or upon a parity with the lien of this indenture upon the pledged revenues or any part thereof, and the Board will not do or suffer any act or thing whereby the pledged revenues might or could be impaired.

Section 23. *Compliance with Requirements of Law.* The Board will comply with all restrictions, laws, acts, rules, regulations and orders of any legislative, executive, administrative or judicial body, commission or officer exercising any power of regulation or supervision over the physical properties from which the pledged revenues arise, whether the same be directed to repairs, manner of use, structural alternations thereof or otherwise, provided, however, that the Board may contest any such restriction, law, act, rule, regulation or order in any reasonable manner which will not adversely affect the title of the Retirement Board of the State Teachers Retirement System, its successor and assigns, to any part of the pledged revenues nor the maintenance of the physical condition of the said physical properties or any part thereof.

Section 24. *Books of Record and Account; Financial Reports.* The Board will keep proper books of record and account in which full and correct entries shall be made of all dealings and transactions and of the gross receipts of or in relation to the physical properties from which said pledged revenues arise. The Board will at any and all times, upon the written request of the Retirement Board of the State Teachers Retirement System, its successors and assigns, and at the expense of the Board:

- (a) Permit the Retirement Board of the State Teachers Retirement System, its successors and assigns, by their representatives, to examine and inspect said physical properties, books of account, records, reports and other papers of the Board in any way relating to the operation of

said physical properties and to take copies and extracts therefrom and will afford and procure a reasonable opportunity to make any such examination and inspection; and

- (b) Furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, any and all such other information as it or they may reasonably request, so that they may keep themselves informed as to the performance and observance by the Board of the covenants, agreements and conditions in this indenture contained.

In addition, the Board will, if requested by the Retirement Board of the State Teachers Retirement System, its successors and assigns, as long as any of the bonds are outstanding, at its own expense, furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, on or before the last day of each calendar month, a statement showing in reasonable detail the gross and net income derived from the physical properties from which the pledged revenues arise for the preceding calendar month; and will further furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, on or before each March first an income account, showing in reasonable detail the results of its operation of said physical properties during the preceding calendar year.

Section 25. *Payment of Stamp Taxes.* The Board will pay all Federal, State or other stamp taxes, if any, or other taxes, if any, payable upon the issuance of any bonds hereunder.

ARTICLE SEVEN

REMEDIES OF BONDHOLDERS

Section 26. *Events of Default; Declaration of Bonds to be Due and Payable.* In case one or more of the following events (herein called "events of default") shall happen, that is to say:

- (a) Default shall be made in the payment of any interest on any bond, when and as the same shall have become due and payable, and such default shall have continued for a period of thirty (30) days; or
- (b) Default shall be made in the payment of the principal of any bond, when and as the same shall have become due and payable, whether at maturity, or by declaration or call for redemption, or otherwise; or
- (c) Default shall be made in the payment of any installment of the Sinking Fund herein provided for, or in any supplemental indenture, and any such default shall continue for a period of thirty (30) days after the date when such payment shall have become due; or
- (d) Default shall be made in the due performance or observance of any other covenant, condition

or agreement on the part of the Board in the bonds or in this indenture or in any supplemental indenture contained, and such default shall have continued for a period of thirty (30) days after written notice specifying such default and requiring the same to be remedied shall have been given to the Board by the Retirement Board of the State Teachers Retirement System, its successors and assigns;

then, and in any such case and at any time during the continuance of such event of default, the Retirement Board of the State Teachers Retirement System, its successors and assigns, may, by notice in writing to the Board of Trustees declare the principal of all the bonds then outstanding (if not then due and payable), to be due and payable immediately, and upon any such declaration, the principal of all the bonds then outstanding shall become and be immediately due and payable, anything in the bonds or in this indenture contained to the contrary notwithstanding; and thereupon, all the bonds then outstanding shall be secured ratably by this indenture, irrespective of their specified dates of maturity.

Section 27. *Remedy of Default; Rescission of Declaration.* The provisions of the foregoing Section 26 are subject, however, to the condition that if, at any time after the principal of the bonds shall have been so declared and become due and payable, all arrears of interest, if any, upon all the bonds then outstanding all arrears in Sinking Fund payments, if any, and all arrears on account of the principal of such bonds, if any, which have by call for redemption reached maturity, with interest on any overdue coupons and on any such overdue principal and the expenses and liabilities (including fees and expenses of council), or the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be paid by the Board or provided for by the Board, as to Sinking Fund, principal and interest, by payment into the Sinking Fund of a sum sufficient to pay such arrears, and if all other defaults in the observance or performance of any covenant, condition or agreement in the bonds or in this indenture contained shall have been remedied, then, and in any such case, the Retirement Board of the State Teachers Retirement System, its successors and assign, shall waive the default by reason of which the principal of the bonds shall have been so declared and become due and payable, and shall rescind and annul such declaration and its consequences; but no such action shall extend to or affect any subsequent default or impair any right consequent thereto.

Section 28. *Enforcement and Protection of Rights.* In case of the happening of any event of default, the Retirement Board of the State Teachers Retirement System, its successors and assigns, may take all steps needful to protect and enforce its or their rights and may take appropriate judicial proceedings by action, suit or otherwise as it or they shall deem most expedient.

The Retirement Board of the State Teachers Retirement System, its successors and assigns, shall have the further and

exclusive right, personally or by its or their attorneys or agents, to collect and receive for its or their benefit, and to receipt for, the pledged revenues and may pay out of such pledged revenues such sums for operation and maintenance of the dormitories from which said pledged revenues are derived as it or they may deem necessary or judicious, and the Board of Trustees shall, in the event the Retirement Board of the State Teachers Retirement System, its successors and assigns, determines to exercise such right, execute and deliver to it or them all necessary instruments of assignment and transfer, powers of attorney and all such other instruments as may be advisable in the judgment of, and as may be requested by, it or them for the purpose of perfecting such right.

Section 29. *Payment in Case of Default.* In case default shall be made in:

- (a) the payment of any installment of interest on any bond when and as the same shall become due and payable, and such default shall have continued for a period of thirty days, or
- (b) the payment of the principal of any bond when and as the same shall become due and payable, whether at maturity, or by declaration, or otherwise as herein provided,

then, and in any such case, upon written demand of the Retirement Board of the State Teachers Retirement System, its successors and assigns, the Board will pay to it or them the whole amount which shall have become due and payable on all such bonds and coupons for interest or principal, or both, as the case may be, with interest at the rate of six per centum (6%) per annum on overdue interest and on overdue principal of bonds, if any, which have reached their maturity dates, and, in addition thereto, such further amount as shall be sufficient to cover the cost and expenses of collection, and any expenses or liabilities incurred hereunder.

Section 30. *Collection.* In case the Board shall fail forthwith to pay such amounts upon demand, the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be entitled and empowered to institute such actions or proceedings at law or in equity as may be advised by counsel for the collection of the sums so due and unpaid, and may prosecute any such action or proceeding to judgment or final decree, and may enforce any such judgment or final decree against the Board, and collect the moneys adjudged or decreed to be payable out of the pledged revenues, in the manner provided by law.

No recovery of any judgment and no levy of an execution under any judgment upon the pledged revenues, shall affect, in any manner or to any extent, the lien of this indenture upon the pledged revenues or any part thereof, or any lien, rights, powers or remedies of the Retirement Board of the State Teachers Retirement System, its successors and assigns, hereunder, or any lien, rights, powers or remedies of the holders of the bonds, but such lien, rights, powers and remedies of the Retirement Board of the State Teachers Retirement

ment System, its successors and assigns, shall continue unimpaired as before.

Section 31. *Application of Moneys Collected.* Any moneys collected pursuant to Sections 28 and 30 shall be applied by the Retirement Board of the State Teachers Retirement System, its successors and assigns, as follows:

- First: To the payment of the costs and expenses of any action or proceeding brought in connection with the collection of such moneys, including reasonable compensation for the Retirement Board of the State Teachers Retirement System, its successors and assigns, its or their agents, attorneys, and counsel, and to the payment of all expenses, liabilities and advances, made or incurred by the Retirement Board of the State Teachers Retirement System, its successors and assigns.
- Second: To the payment of such sums for operation and maintenance of the dormitories from which the pledged revenues are derived as the Retirement Board of the State Teachers Retirement System, its successors and assigns, may deem necessary or judicious.
- Third: To the payment of the whole amount then due, owing or unpaid upon the bonds for principal and interest, with interest at the rate of six per centum (6%) per annum on overdue interest and on overdue principal of bonds, if any, which have reached their maturity dates; and in case such proceeds shall be insufficient to pay in full the whole amount so due and unpaid on the bonds, then ratably according to the aggregate of such principal and interest, without preference or priority of principal over interest or interest over principal or of any installment of interest over any other installment thereof (subject, however, to the provisions of Section 20 hereof); such payment to be made upon presentation of the several bonds and coupons, and the notation thereon of the payment, if partially paid, or the surrender and cancellation thereof, if fully paid.

Section 32. *Remedies to be Cumulative.* No remedy herein conferred upon or reserved to the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be intended to be exclusive of any other remedy or remedies, and each and every such remedy shall be cumulative, and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute.

Section 33. *Delay, etc.* No delay or omission of the Retirement Board of the State Teachers Retirement System, its successors and assigns, to exercise any right or power accrued upon any default, occurring and continuing as aforesaid, shall

impair any such right or power or shall be construed as a waiver of any such default or an acquiescence therein; and every power and remedy given by this indenture to the Retirement Board of the State Teachers Retirement System, its successors and assigns, may be exercised from time to time as often as may be deemed expedient by the Retirement Board of the State Teachers Retirement System, its successors and assigns.

ARTICLE EIGHT

PLEGGED REVENUES UNTIL DEFAULT; DEFEASANCE

Section 34. *Possession until Default.* Until an event of default, as defined in Section 26 hereof, shall have occurred, the Board shall be suffered and permitted to retain full possession and control of the pledged revenues and to use the same and every part thereof.

Section 35. *Defeasance.* If the Board shall make disposition of the entire indebtedness hereby secured by well and truly paying or causing to be paid the principal of and interest on the bonds outstanding hereunder as and when the same become due and payable, and shall pay or cause to be paid all other sums payable hereunder by the Board, then and in that case this indenture and the lien, rights and interest hereby granted shall cease, determine and become null and void.

ARTICLE NINE

SUNDRY PROVISIONS

Section 36. *No Benefit to Third Parties Hereunder.* Except as otherwise expressly provided in this indenture, nothing in this indenture or in the bonds or coupons is intended or shall be construed to give to any person other than the parties hereto and the holders of the bonds any legal or equitable right, remedy or claim under or in respect of this indenture, or under any covenant, condition or provision herein contained, this indenture and all its covenants, conditions and provisions being intended to be and being for the sole and exclusive benefit of the parties hereto and of the holders of the bonds hereby secured.

Section 37. *Definitions.* Whenever in this indenture reference is made to the Board or to the Retirement Board of the State Teachers Retirement System, such reference shall be held to apply with equal effect to the successor, successors or assigns for the time being of the party referred to. Whenever in this indenture the word "bond," "coupon" or "holder" is used, it shall be held to include the plural as well as the singular number, unless the context otherwise indicates. Whenever in this indenture the word "person," is used, such word shall include natural persons, firms, associations, corporations and partnerships, unless the context otherwise indicates.

Whenever any consent or approval of the Retirement Board of the State Teachers Retirement System, its successors and assigns, is provided for hereunder, it is specifically agreed that consent or approval in writing is intended.

Whenever the words "order of the Board," or "request of the Board" are used in this indenture, unless otherwise

expressly provided, they shall be held and construed to mean a written order or a written request signed by the Chairman and Secretary of the Board, and whenever any moneys or bonds are deliverable by the terms hereof to the Board, such delivery or payment shall be made only upon the receipt of such written order or of such written request.

Section 38. *Partial Invalidity.* The invalidity of any one or more phrases, sentences, clauses or paragraphs of this indenture shall not affect the remaining portions of this indenture or any part thereof, and in the event one or more of the phrases, sentences, clauses or paragraphs contained herein shall be held to be invalid, this indenture shall be construed *mutatis mutandis*, as if such invalid phrase or phrases, sentences, clause or clauses, paragraph or paragraphs had not been inserted.

Section 39. *Written Notices, etc.* Any written demand, notice, approval, requisition, certificate, instrument, waiver, designation, direction, nomination or other communication to be made or executed by the Board under any of the provisions of this indenture with respect to which no specific provision as to the manner of execution is made herein, shall be deemed sufficiently made or executed if executed by the Chairman and Secretary of the Board.

Any notice, demand or other communication to be given to or made upon the Board by the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be deemed to have been sufficiently given or made upon the delivery of the same to the Secretary of the Board, or upon the deposit of the same in a registered, postage prepaid envelope in the United States mail, addressed to the Board in the city of Columbus, state of Ohio.

Section 40. *Governing Law.* This indenture and the bonds are and shall always be construed to be contracts made under and pursuant to the laws of the state of Ohio in force at the time of the date hereof and all the terms, covenants, conditions and provisions hereof and thereof shall be construed according to such laws.

IN WITNESS WHEREOF, the Board of Trustees of Ohio State University has caused this indenture to be executed in the name of said Board by its Chairman and its Secretary, and the Retirement Board of the State Teachers Retirement System has caused this indenture to be executed in the name of the Retirement Board by its Secretary, all as of the day and year first above written.

Signed and Acknowledged	BOARD OF TRUSTEES OF OHIO
by the Board of Trustees of	STATE UNIVERSITY
Ohio State University in the	By (Signed) Harry A. Caton
presence of:	<i>Chairman</i>

(Signed) Katharine C. Taylor	By (Signed) Carl E. Steeb
(Signed) Adah Riffin	<i>Secretary</i>

Signed and Acknowledged by the Retirement Board of the State Teachers Retirement System in the presence of:

RETIREMENT BOARD OF THE STATE TEACHERS RETIREMENT SYSTEM

(Signed) Elizabeth Sifrit
(Signed) Geo. M. Pogue

By (Signed) W. E. Kershner
Secretary.

APPROVED AS TO FORM
January 27, 1939

(Signed) Thomas J. Herbert
Attorney General.

STATE OF OHIO }
COUNTY OF FRANKLIN } SS:

Personally appeared before me, the undersigned notary public in and for said county and state, Harry A. Caton, to be known and known to me to be the Chairman of the Board of Trustees of Ohio State University, and Carl E. Steeb, to me known and known to me to be the Secretary of the Board of Trustees of Ohio State University, which said Board executed the foregoing instrument, who acknowledged to me that they did sign said instrument for and on behalf of said Board, and that the same is their free act and deed as such officers and of the said Board of Trustees of Ohio State University.

IN WITNESS WHEREOF I have hereunto set my hand and notarial seal this 5th day of November, 1938.

(Signed) Chas.A. Kuntz
Notary Public.

STATE OF OHIO }
COUNTY OF FRANKLIN } SS:

Personally appeared before me, the undersigned notary public in and for said county and state, W. E. Kershner, to me known and known to me to be the Secretary of the Retirement Board of the State Teachers Retirement System, which said Board executed the foregoing instrument, who acknowledged to me that he did sign said instrument for and on behalf of said Board, and that the same is in his free act and deed as such officer and of the Retirement Board of the State Teachers Retirement System.

IN WITNESS WHEREOF I have hereunto set my hand and notarial seal this 1st day of February, 1939.

(Signed) O. L. Brodrick
Notary Public.

The above motion was seconded by Mr. Atkinson and was upon roll call unanimously approved.

* * * * *

Mr. Dargusch offered the following resolution and recommended its adoption:

BE IT RESOLVED by the Board of Trustees of Ohio State University that the following form of indenture of pledge dated as of November 1, 1938, securing the payment of bonds in the sum of \$310,000 for the purpose of constructing, equip-

ping and furnishing, on such sites within the campus of such University as the Board may designate therefor, Women's Dormitories to house approximately 240 students, be and the same is hereby approved:

THIS INDENTURE, made as of November 1, 1938, by and between the Board of Trustees of Ohio State University (herein called the Board) in the city of Columbus, Ohio, and the Retirement Board of the State Teachers Retirement System,

WITNESSETH:

WHEREAS, the Board is authorized by law (a) to hold, manage and operate the properties and funds constituting said Ohio State University; (b) to do all things necessary for the proper maintenance and continuous operation of said University, including the fixing of charges for its dormitory facilities; (c) to construct, equip, maintain and operate upon the campus of said University dormitories for students, faculty members and servants of the University and to borrow money for such purposes upon such terms as the Board shall deem proper; (d) to issue bonds in evidence of moneys borrowed for any such purposes substantially in the form and upon the terms in this indenture provided; and (e) to secure any bonds so issued by an indenture pledging for the payment of the principal and interest of said bonds the entire gross receipts collected by said Board from the operation of any and all dormitories now or hereafter operated under the control of said Board, together with all facilities operated in and as a part of said dormitories; and

WHEREAS, the Board, pursuant to the statutes of the state of Ohio and by appropriate resolutions duly adopted by it, has authorized and directed for the purpose of constructing, equipping and furnishing, on such sites within the campus of such University as the Board may designate therefor, women's dormitories to house approximately 240 students, the creation of an issue of bonds designated "Women's Dormitory Construction Revenue Bonds," as provided in this indenture, and in order to secure said bonds of such Women's Dormitory Construction Revenue Bonds (all of said Women's Dormitory Construction Revenue Bonds being herein called "Bonds") which may hereafter be issued from time to time to complete the construction and equipment hereinabove referred to, has authorized and directed the execution and delivery of this indenture; and the text of the bonds, the coupons to be attached thereto, to be substantially in the following form respectively, with appropriate omissions, insertions and variations as in this indenture provided or permitted:

No.

\$1000

UNITED STATES OF AMERICA
STATE OF OHIO
OHIO STATE UNIVERSITY

WOMEN'S DORMITORY CONSTRUCTION REVENUE BONDS

KNOW ALL MEN BY THESE PRESENTS that the Board of Trustees of Ohio State University, in the city of Columbus

and state of Ohio, acknowledges itself to owe and for value received hereby promises to pay, from the revenues and in the manner hereinafter set forth, to the bearer hereof the sum of \$1,000 on the 15th day of June, 1955, with interest thereon from the date hereof at the rate of three and one-half per centum per annum, payable semi-annually on June 15th and December 15th of each year commencing June 15, 1939, as evidenced by the coupons hereto attached, until the principal sum is paid. The principal sum and interest thereon, however, are payable only from the revenues mentioned below and not from any other funds or property of the state of Ohio or of or under the control of said Board of Trustees, and are payable in lawful money of the United States of America. The principal of and interest on said bonds are payable at the office of the Treasurer of the state of Ohio, at Columbus, Ohio, upon the presentation and surrender of this bond and of the coupons hereto attached as they respectively mature.

This bond is one of an issue of Women's Dormitory Construction Revenue Bonds, consisting of 310 bonds of like tenor and effect, numbered from 1 to 310, both inclusive, all all of said bonds being in the denomination of \$1,000 each, aggregating in amount \$310,000, and issued for the purpose of constructing, equipping and furnishing, on such sites within the campus of such University as this Board may designate therefor, women's dormitories to house approximately 240 students. All of said Women's Dormitory Construction Revenue Bonds are issued and are equally and ratably secured by an indenture dated as of November 1, 1938, executed and delivered by the Board of Trustees of Ohio State University to the Retirement Board of the State Teachers Retirement System, pledging to the payment of the principal and interest of said bonds the entire gross receipts arising from the operation of said dormitories so to be constructed, including all facilities operated in and as a part of said dormitories, and further obligating said Board to fix from time to time and to charge reasonable charges or fees for the use of said dormitories and of the facilities operated in or as a part thereof.

Said bonds are subject to call for redemption on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, on payment of the principal amount thereof and accrued interest to date of redemption; provided, however, that not more than \$26,000 of the principal amount thereof shall be callable in any one year. The bonds to be called shall be determined by lot by the board of Trustees.

Such right of redemption shall be exercised by resolution of said Board of Trustees and at least one week's written notice of intention to redeem shall be given to the holders of said bonds whose names and addresses are known to said Board, and if they are not all known, then also by publication in a newspaper of general circulation in Franklin County, Ohio, once, said insertion to be at least seven days prior to the redemption date. If this bond is so called for redemption and payment is duly provided therefor as required in the indenture, interest shall cease to accrue on this bond from

and after such date of redemption, coupons thereafter maturing shall be void, and after such redemption date this bond shall cease to be entitled to any benefit under the indenture.

Said bonds are issued pursuant to the laws of the state of Ohio, particularly Section 7923-1 of the General Code of said state, and pursuant to a resolution adopted by the Board of Trustees of said Ohio State University on the 22nd day of October, 1938. Said bonds do not constitute general obligations of said Board of Trustees and the general property and funds either of the state of Ohio, or of or under the control of said Board of Trustees are not pledged to the payment thereof, or any part thereof or interest thereon.

Reference is hereby made to the indenture for a more complete description of the nature and extent of the security, the rights of the holders of the bonds and coupons and of the Board of Trustees of said University in respect to such securities and the terms and conditions upon which the bonds and coupons are issued and secured, to all of the provisions of which indenture each holder by the acceptance hereof assents.

If an event of default as defined in the indenture shall occur, the principal of this bond and of all other Women's Dormitory Construction Revenue Bonds then issued and outstanding may be declared to become due and payable in the manner and with the effect provided by the indenture.

It is hereby certified and recited that all acts, conditions and things necessary to be done precedent to and in the issuing of these bonds in order to make them the legal, valid and binding obligations of the Board of Trustees in accordance with their terms, and in authorizing the execution and delivery of the indenture securing these bonds, have been done and performed and have happened in regular and due form as required by law, and that the Treasurer of the Board of Trustees has, on its behalf, received payment in full for said bonds.

IN WITNESS WHEREOF the Board of Trustees of Ohio State University in the city of Columbus and state of Ohio, has caused this bond to be executed in the name of said Board of Trustees by its Chairman and Secretary, and the interest coupons hereto to be authenticated by the facsimile signature of its Treasurer as of the 1st day of November, 1938.

BOARD OF TRUSTEES OF OHIO STATE UNIVERSITY

By.....
Chairman

By.....
Secretary

(Form of Coupon)

Coupon No. 1

§

On the 15th day of June, 1939, the Board of Trustees of Ohio State University in the city of Columbus and state of Ohio, will pay to bearer, but only from the gross receipts of the dormitories to be constructed from said bonds, including facilities appurtenant thereto, and not from any property or

other funds of the state of Ohio, or of or under the control of said Board of Trustees on the surrender of this coupon at the office of the Treasurer of the state of Ohio, Columbus, Ohio, \$ _____ in lawful money of the United States of America, being interest then due on its Women's Dormitory Construction Revenue Bond dated November 1, 1938.

No.

.....
Treasurer

WHEREAS, all acts and proceedings required by law to make the bonds, when executed on behalf of the Board by its Chairman and its Secretary, and delivered, the valid, binding and legal obligations of the Board in accordance with their terms, and to constitute this indenture a valid, binding and legal pledge and agreement for the security of the bonds in accordance with its terms, have been duly complied with or have been done or performed, or have happened, and the execution, issuance and delivery of the bonds and execution and delivery of this indenture have been in all respects duly authorized;

NOW, THEREFORE, THIS INDENTURE WITNESSETH that, in order to secure the payment of the principal of and interest on the bonds at any time outstanding equally and ratably, according to their true intent and meaning, and to secure the performance and observance of all the covenants and conditions therein and herein contained, and to declare the terms and conditions upon and subject, to which the bonds are held, secured and enforced; and for and in consideration of the premises and of the purchase and acceptance of the bonds by the holders thereof from time to time, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Board has executed and delivered this indenture and has assigned, pledged and set over, and by these presents does assign, pledge and set over unto the Retirement Board of the State Teachers Retirement System and to its successors and assigns forever:

The entire gross receipts derived and to be derived from the operation, use and occupancy of said dormitories to be constructed from the proceeds of said bonds, including any dining halls or other facilities from which revenue is or may be derived and which are located in and operated as a part of said dormitories (the foregoing gross receipts being herein collectively called the "pledged revenues").

TO HAVE AND TO HOLD the pledged revenues unto the Retirement Board of the State Teachers Retirement System, its successors or assigns, forever.

The condition of this indenture is such that whereas the said Board of Trustees of Ohio State University has sold to said Retirement Board of the State Teachers Retirement System the bonds herein described in the sum of \$310,000, now if the said Board of Trustees of Ohio State University shall well and truly pay or cause to be paid so many of said bonds as may be executed and delivered to said Retirement Board

according to their tenor and shall comply with the resolution of said Board of Trustees passed on the 22nd day of October, 1938, authorizing the issuance of said bonds, then this indenture shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that, until an event of default as defined in Section 26 of Article Seven of this indenture shall have occurred, said Board of Trustees shall be suffered and permitted to retain full possession and control of the pledged revenues and to use the same and every part thereof.

AND IT IS HEREBY COVENANTED and declared that the bonds are to be issued and delivered and that the pledged revenues are to be held by said Board of Trustees subject to the following further covenants, conditions and uses:

ARTICLE ONE

GENERAL PROVISIONS REGARDING THE BONDS

Section 1. *Authorized Issue.* The aggregate principal amount of the bonds which may be issued and delivered under this indenture is limited so that the aggregate principal amount of the bonds at any time outstanding hereunder shall not exceed \$310,000, except as provided in Section 5 hereof. This indenture shall be and constitute a continuing pledge to secure the full and final payment of the principal of and interest on all the bonds which may, from time to time, be issued and delivered hereunder.

Section 2. *Designation.* The bonds shall be known and entitled as "Women's Dormitory Construction Revenue Bonds" of the Board, shall be numbered from 1 to 310, both inclusive, and the bonds and coupons attached thereto shall be substantially in the form hereinbefore recited, and with such further omissions, variations and insertions as are permitted by this indenture, and may have such letters, numbers and other marks of identification and designations and such legends or endorsements printed, lithographed or engraved thereon, as may be required to conform to usage in respect thereof, or as may, consistent with the provisions hereof, be determined by the Chairman and the Secretary of the Board, such determination by said officers to be evidenced by the signing of the bonds by said Chairman and Secretary.

Section 3. *Description.* The bonds shall be coupon bonds payable to bearer, and both principal thereof and interest thereon shall be paid in lawful money of the United States of America. The bonds shall be dated as of November 1, 1938, shall be in the denomination of \$1,000 each, shall be numbered from 1 to 310, both inclusive, and shall mature on the 15th day of June, 1955, but subject, however, to call for redemption on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity, as provided in said Board resolution and in Article Five hereof. Said bonds shall bear interest from November 1, 1938, at the rate of three and one-half percentum per annum, payable semi-annually on June 15 and December 15 of each year, commencing June 15, 1939, (such dates being herein sometimes called the "interest

payable dates") until the payment of the principal amount thereof. Principal and interest thereon shall be payable at the office of the Treasurer of the state of Ohio at Columbus, Ohio.

Section 4. *Execution.* The bonds shall be executed in the name and on behalf of the Board by its Chairman and its Secretary. In case the Chairman or Secretary, or both, who have signed any bond, shall cease to be such officer of the Board before the bond so signed shall have been actually delivered, such bond, nevertheless, may be issued and delivered as though the person who had signed such bond had not ceased to be such officer of the Board; and, also, any bond may be signed on behalf of the Board by such person who, at the actual date of the execution of such bond, shall be the proper officer of the Board, although at the date of such bond such person shall not have been such an officer of the Board. The coupons to be attached to the bonds shall be authenticated by the facsimile signature of the present or any future Treasurer of the Board, and the Board may adopt and use for that purpose the facsimile signature of any person who shall have been such Treasurer, notwithstanding the fact that he may not have been such Treasurer at the date of such bond or that he may have ceased to be such Treasurer at the time when such bond shall be actually delivered.

Section 5. *Mutilated, Lost, Stolen or Destroyed Bonds.* In case any bond or coupons thereto appertaining shall be mutilated, lost, stolen or destroyed, then, upon the production of such mutilated bond and/or coupons, or upon the receipt of evidence satisfactory to the Board of the loss, theft or destruction of such bond and/or coupons, and upon receipt also of indemnity satisfactory to it, the Board, in its discretion, may execute, and thereupon the proper officers of the Board shall deliver a new bond and/or coupons in exchange for, and upon cancellation of, the mutilated bond and/or coupons, or in lieu of the bond and/or coupons so lost, stolen or destroyed. Any new bond or coupon issued under this Section shall constitute an additional original contractual obligation of the Board, whether or not the bond or coupon alleged to have been destroyed, lost or stolen be at any time enforceable by any one; and such new bond or coupon shall be entitled to the benefit of this indenture equally and ratably with all other bonds and coupons issued hereunder, and any indemnity so given shall likewise be ratably applicable to all the bonds and coupons. The Board shall place upon the face of any such new bond and/or coupon a distinguishing mark or legend plainly showing that it is a duplicate of such mutilated, lost, or stolen or destroyed bond, but such mark or legend shall in no way affect the validity or negotiability of such new bond and/or coupon. The Board may, at its option, require the payment of a sum sufficient to reimburse it for any legally imposed stamp tax or other governmental charge connected with the issuance of any such new bond and/or coupon, and also a further sum not exceeding the reasonable expense thereof.

ARTICLE TWO
PROCEEDS OF SALE

Section 6. *Expenditure of Proceeds of Sale.* The proceeds of the sale of said bonds, excepting accrued interest and not more than \$24,800 of said proceeds, shall be drawn upon and expended by the Board only for the purpose of constructing, equipping and furnishing, upon such sites within the campus of such University as this Board may designate therefor, women's dormitories to house approximately 240 students, and any balance thereof remaining after the completion of such construction shall be transferred by the Board of Trustees to the Sinking Fund and dealt with as provided in Article Five hereof. Said proceeds, other than the accrued interest and not more than \$24,800, shall be placed in a separate account known as the Women's Dormitory Construction Account in the Ohio National Bank and disbursed in accordance with regular University procedure and Part II, paragraphs 5 and 6 of the terms and conditions, dated September 15, 1937, as prescribed by the Federal Emergency Administration of Public Works.

ARTICLE THREE
CONSTRUCTION AND MAINTENANCE

Section 7. *Construction.* Forthwith upon the execution of this indenture, the Board will commence the construction of the above mentioned dormitories and will thereafter continue such construction with all practicable dispatch, in an efficient and economical manner, at a reasonable cost, and in accordance with the plans and specifications filed with and approved by the Board. The Board will complete any such construction free from all liens and encumbrances.

Section 8. *Maintenance.* The Board will at all times efficiently maintain and operate the properties from which the pledged revenues are derived and will keep said properties and every part thereof in good and tenantable condition.

Section 9. *Inspection.* The Board will permit the Retirement Board of the State Teachers Retirement System, its successors and assigns, of this indenture by its or their representatives to have access to the dormitories of the University at all reasonable times for the purpose of making such inspection thereof as it or they may desire to make.

ARTICLE FOUR
INSURANCE

Section 10. *Maintenance of Insurance.* The Board will at all times keep and maintain, at its own expense, all the dormitories, other facilities and equipment from time to time comprising the properties from which the pledged revenues are derived, insured, for the full insurable value thereof, with insurers acceptable to the Retirement Board of the State Teachers Retirement System, its successors and assigns, against loss or damage by fire, explosion, tornado and against loss or damage due to decrease in use and occupancy resulting from the happening of any of said casualties, in a minimum amount of the full insurable value of such property.

The policies of insurance required by the foregoing provisions of this section shall provide for the payment of any claim thereunder to the Retirement Board of the State Teachers Retirement System, its successors and assigns, and to the Board of Trustees as their respective interests may appear. By the terms of such policies, the sole right to collect and receipt for all claims thereunder shall be vested in the Retirement Board of the State Teachers Retirement System, its successors and assigns, as long as any of the bonds are outstanding and until this indenture is cancelled and discharged.

From time to time as any insurance is procured, originals or duplicate originals of the policies therefor will be delivered to and held by the Retirement Board of the State Teachers Retirement System, its successors and assigns. The Retirement Board of the State Teachers Retirement System, its successors and assigns, shall not be responsible for the collection of any moneys payable under such policies nor for the failure of the Board to procure or renew insurance, nor shall the Retirement Board of the State Teachers Retirement System, its successors and assigns, be under any duty with respect to the form of such policies. The Board will duly pay all premiums on such policies.

Section 11. *Repair or Replacement of Damaged Property.* In the event of damage to or partial or total destruction of any part of the dormitory properties, facilities or equipment, the Board of Trustees will commence immediately and will proceed continuously, with all practicable dispatch, to repair, replace or rebuild the damaged or destroyed property, and to restore the same, free of all liens and encumbrances, to a condition at least equal to that prior to the occurrence of such damage or destruction; provided, however, that if a total destruction of any such properties has occurred and an insurance claim therefor has been collected by the Retirement Board of the State Teachers Retirement System, its successors and assigns, as in Section 10 provided, the Board may in lieu of replacing such destroyed property as herein required, direct the Retirement Board of the State Teachers Retirement System, its successors and assigns, to transfer the funds so collected into the Sinking Fund for disbursement as provided in Article Five hereof.

Section 12. *Application of Proceeds of Insurance.* All insurance moneys received by the Retirement Board of the State Teachers Retirement System, its successors and assigns, on account of claims on use and occupancy policies will be paid to the Treasurer of Ohio State University to be placed by him in the Sinking Fund and be disbursed out of said fund as provided in Article Five hereof.

All insurance moneys received by the Retirement Board of the State Teachers Retirement System, its successors and assigns, on account of damage to or partial or total destruction of the dormitory properties, facilities and equipment will be held by the Retirement Board of the State Teachers Retirement System, its successors and assigns, unless transferred to the Sinking Fund pursuant to Section 11 hereof and will be disbursed from time to time by the Retirement Board of

the State Teachers Retirement System, its successors and assigns, to or upon the order of the Board of Trustees, to reimburse it for expenditures made, or to pay indebtedness incurred, in respect of the cost of repairing, replacing or rebuilding the damaged or destroyed property, upon receipt by the Retirement Board of the State Teachers Retirement System, its successors and assigns, of:

- (a) A written instrument signed in the name and on behalf of the Board by the Chairman and Secretary, requesting the disbursement of a specified amount of such moneys, describing in reasonable detail the work done and materials purchased by way of repairing, replacing or rebuilding the damaged or destroyed property, and stating that such amount is required to reimburse the Board for expenditures made on account of the cost thereof, and, further, that no reimbursement or advance has been made previously by the Retirement Board of the State Teachers Retirement System, its successors and assigns, for the expenditures made or to be made, on account of which such request is made;

In lieu of the above mentioned certification as to work done and moneys theretofore expended, in the event the repairing, replacing or rebuilding of such damaged or destroyed property is to be done under contract pursuant to the receipt of bids, as provided by law, and the Board does not have sufficient funds available for the payment of such contract cost without the use of such insurance moneys, then and in such event the instrument to be furnished in compliance with paragraph (a) hereof shall request the immediate certification as to availability of such specified amount of such moneys and the description as to the work and materials shall refer to the work and materials to be done by the contractor and state that bids have been called for in accordance with law and received covering such work and materials, and that contracts will be entered into by the Board for such work and material as soon as funds can be certified as available therefor, and that such sums when received will be applied by it to the payment of such contract cost, in which event the Retirement Board of the State Teachers Retirement System, its successors and assigns, will, if it shall have been furnished with the remaining certificates called for by this Section 12, issued to the Treasurer of the Board its certificate as to the availability of such specified amount of moneys, and thereafter pay the same to the Board upon orders of the Treasurer of the Board as amounts become due under said contract or contracts, as certified by said Treasurer.

- (b) A certificate signed by an engineer satisfactory to the Retirement Board of the State Teachers Retirement System, its successors and assigns, (who may be the engineer for the Board of Trustees), approving the work and materials described in the instrument required by the foregoing paragraph (a), stating that the amount specified in such instrument is not in excess of the reasonable cost of such work and materials, and specifying the additional amount, if any, required to complete the repairing, replacing or rebuilding of the damaged or destroyed property, and further, that, in his opinion, the properties so destroyed will not be worth less upon completion thereof than before such damage or destruction;
- (c) A certificate, signed in the name and on behalf of the Board by its Chairman and its Secretary, certifying that the Board has appropriated and has available for the purpose of the above mentioned repairing, replacing or rebuilding, sufficient moneys so that, when added to the available insurance moneys then in the hands of the Retirement Board of the State Teachers Retirement System, its successors and assigns, there will be sufficient funds to complete the proposed repairing, replacing or rebuilding, (this certificate may be omitted if the certificate described in the foregoing paragraph (b) shows that no funds will be required in addition to the available insurance moneys in the hands of the Retirement Board of the State Teachers Retirement System, its successors and assigns).

ARTICLE FIVE

REDEMPTION OF BONDS AND SINKING FUND

Section 13. *Redemption of Bonds.* The bonds shall be subject to redemption at the option of the Board on the 15th day of June, 1941, or on any interest paying date thereafter prior to their maturity on payment of the principal amount thereof and accrued interest to date of redemption; provided, however, that not more than \$26,000 of the principal amount thereof shall be callable in any one year. The bonds to be called shall be determined by lot by the Board of Trustees. Such right of redemption shall be exercised by resolution of the Board of Trustees and at least one week's written notice of intention to redeem shall be given to the holders of said bonds whose names and addresses are known to this Board; and if they are not all known, then also by publication in a newspaper of general circulation in Franklin County, Ohio, once, said insertion to be at least seven days prior to the redemption date.

Section 14. *Obligations on Bonds Redeemed.* Notice of redemption having been given, as provided herein, and the Board of Trustees having in cash a sufficient amount to re-

deem the bonds designated in the notice, the bonds so designated for redemption shall, on the redemption date, become due and payable at the office of the State Treasurer at the redemption price thereof then payable, and upon the surrender thereof with all interest coupons pertaining thereto, maturing on and subsequently to the said redemption date, such bonds shall be paid and redeemed at the said redemption price. After the date so fixed for redemption (unless the Board of Trustees shall make default in providing for the payment thereof) the bonds so designated for redemption shall cease to bear further interest or to be entitled to any of the benefits or security provided by this indenture or to any other rights except the right to a pro rata share in the funds provided for their redemption; but all interest coupons pertaining to such bonds which shall have matured prior to the redemption date shall continue to be payable to the holder or holders thereof but without interest thereon.

Section 15. *Sinking Fund.* As and for a Sinking Fund for the payment of interest accruing on and for the retirement of said bonds there shall be deposited in a separate account known as the Women's Dormitory Sinking Fund Account, the following amounts:

On or before the 15th day of December, 1940, and quarterly thereafter, an amount equal to one-half of the next maturing interest payment on the outstanding bonds;

On or before the following dates the following amounts:

June 15, 1941.....	\$16,000.00
June 15, 1942.....	17,000.00
June 15, 1943.....	17,000.00
June 15, 1944.....	18,000.00
June 15, 1945.....	19,000.00
June 15, 1946.....	19,000.00
June 15, 1947.....	20,000.00
June 15, 1948.....	21,000.00
June 15, 1949.....	21,000.00
June 15, 1950.....	22,000.00
June 15, 1951.....	23,000.00
June 15, 1952.....	23,000.00
June 15, 1953.....	24,000.00
June 15, 1954.....	25,000.00
June 15, 1955.....	25,000.00

for the retirement of the principal of said bonds.

Section 16. *Purchase Out of Sinking Fund.* Any cash at any time paid into the Sinking Fund may be applied by the Board of Trustees from time to time to the purchase, in the open market or in such manner as the Board of Trustees in its discretion may deem proper, any of such bonds as may be offered to it for purchase at prices not exceeding the redemption price thereof; provided that the Board of Trustees shall not apply to the purchase of bonds that portion of any cash paid into the Sinking Fund which is attributable to the interest payable on the next succeeding interest paying date.

Section 17. *Cancellation of Bonds.* All bonds redeemed pursuant to any of the provisions hereof and all bonds purchased with Sinking Fund moneys, shall together with the

pertinent interest coupons forthwith be cancelled by the Treasurer of said Board of Trustees and shall be delivered by him to the Board of Trustees or upon its written order; and no bonds shall be issued in lieu thereof.

ARTICLE SIX

PARTICULAR COVENANTS OF THE BOARD

Section 18. *Rates and Charges.* The Board of Trustees will fix and maintain and collect rates, rentals and charges for use and occupancy of the dormitories, dining halls and other facilities, the gross revenues from which are hereunder pledged, sufficient at all times to produce revenues at least adequate to pay and provide for (a) the reasonable and proper expenses of operating and maintaining said properties; and (b) the Sinking Fund payments specified in Article Five hereof.

Section 19. *Payment of Principal and Interest.* The Board will, but without pledging its general property or funds or those of the state of Ohio but only the gross revenues hereinbefore described, pay the principal of said bonds on June 15, 1955, and interest on every bond on the dates and at the place and in the manner mentioned in the bonds or in the coupons thereto appertaining according to the true intent and meaning thereof. Such interest will be payable only upon presentation and surrender of the several coupons for such interest as they respectively become and are due and payable. When paid, such coupons will forthwith be cancelled by the Treasurer of the Board of Trustees and will thereupon be delivered to the Board, which will thereafter destroy the same. The principal of the bonds will be payable only upon presentation and surrender of the several bonds as they respectively become and are due and payable. When paid, such bonds will forthwith be cancelled and when cancelled by the Treasurer of the Board will thereupon be delivered to the Board for destruction.

Section 20. *Extension, etc.* The Board will not, directly or indirectly, extend or assent to the extension of the time for payment of any bond or coupon issued hereunder, and will not, directly or indirectly, take part in any arrangement therefor by purchasing or funding such coupon or bond or in any other manner. Neither any such coupon nor any claim under any such coupon or bond so extended, nor any coupon which in any way at or after its maturity shall have been transferred separate and apart from the bond to which it belongs, will be entitled, in case of default hereunder, to the benefit or security of this indenture, until the prior payment in full of the principal of all bonds issued hereunder and outstanding and of all such coupons not so transferred or pledged or extended, the intention hereof being to prevent any accumulation of coupons or bonds or claims thereon after the maturity thereof.

Section 21. *Further Assurances.* At any and all times the Board will do, execute, acknowledge and deliver, or will cause to be done all such further acts and things, and cause to be executed, acknowledged and delivered all such further

deeds, transfers and assurances for the better assuring, conveying and confirming unto the Retirement Board of the State Teachers Retirement System, its successors and assigns, any and all of the pledged revenues hereby conveyed or intended so to be, as the Retirement Board of the State Teachers Retirement System, its successors and assigns, may reasonably require for better accomplishing the provisions and purposes of this indenture, and for securing the payment of the principal of and interest on the bonds.

Section 22. *Maintenance of Lien.* This indenture is, and always will be kept, a direct lien upon the pledged revenues conveyed by the Granting Clause hereof; and the Board will not create or suffer to be created any debt, lien or charge which would constitute a lien prior to or upon a parity with the lien of this indenture upon the pledged revenues or any part thereof, and the Board will not do or suffer any act or thing whereby the pledged revenues might or could be impaired.

Section 23. *Compliance with Requirements of Law.* The Board will comply with all restrictions, laws, acts, rules, regulations and orders of any legislative, executive, administrative or judicial body, commission or officer exercising any power of regulation or supervision over the physical properties from which the pledged revenues arise, whether the same be directed to repairs, manner of use, structural alterations thereof or otherwise; provided, however, that the Board may contest any such restriction, law, act, rule, regulation or order in any reasonable manner which will not adversely affect the title of the Retirement Board of the State Teachers Retirement System, its successors and assigns, to any part of the pledged revenues nor the maintenance of the physical condition of the said physical properties or any part thereof.

Section 24. *Books of Record and Account; Financial Reports.* The Board will keep proper books of record and account in which full and correct entries shall be made of all dealings and transactions and of the gross receipts of or in relation to the physical properties from which said pledged revenues arise. The Board will at any and all times, upon the written request of the Retirement Board of the State Teachers Retirement System, its successors and assigns, and at the expense of the Board:

- (a) Permit the Retirement Board of the State Teachers Retirement System, its successors and assigns, by their representatives, to examine and inspect said physical properties, books of account, records, reports and other papers of the Board in any way relating to the operation of said physical properties and to take copies and extracts therefrom and will afford and procure a reasonable opportunity to make any such examination and inspection; and
- (b) Furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, any and all such other information as

it or they may reasonably request, so that they may keep themselves informed as to the performance and observance by the Board of the covenants, agreements and conditions in this indenture contained.

In addition, the Board will, if requested by the Retirement Board of the State Teachers Retirement System, its successors and assigns, as long as any of the bonds are outstanding, at its own expense, furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, on or before the last day of each calendar month, a statement showing in reasonable detail the gross and net income derived from the physical properties from which the pledged revenues arise for the preceding calendar month; and will further furnish to the Retirement Board of the State Teachers Retirement System, its successors and assigns, on or before each March first an income account, showing in reasonable detail the results of its operation of said physical properties during the preceding calendar year.

Section 25. *Payment of Stamp Taxes.* The Board will pay all federal, state or other stamp taxes, if any, or other taxes, if any, payable upon the issuance of any bonds hereunder.

ARTICLE SEVEN

REMEDIES OF BONDHOLDERS

Section 26. *Events of Default; Declaration of Bonds to be Due and Payable.* In case one or more of the following events (herein called "events of default") shall happen, that is to say:

- (a) Default shall be made in the payment of any interest on any bond, when and as the same shall have become due and payable, and such default shall have continued for a period of thirty (30) days; or
- (b) Default shall be made in the payment of the principal of any bond, when and as the same shall have become due and payable, whether at maturity or by declaration or call for redemption, or otherwise; or
- (c) Default shall be made in the payment of any installment of the Sinking Fund herein provided for, or in any supplemental indenture, and any such default shall continue for a period of thirty (30) days after the date when such payments shall have become due; or
- (d) Default shall be made in the due performance or observance of any other covenant, condition or agreement on the part of the Board in the bonds or in this indenture or in any supplemental indenture contained, and such default shall have continued for a period of thirty (30) days after written notice specifying such default and requiring the same to be remedied

shall have been given to the Board by the Retirement Board of the State Teachers Retirement System, its successors and assigns;

then, and in any such case and at any time during the continuance of such event of default, the Retirement Board of the State Teachers Retirement System, its successors and assigns, may, by notice in writing to the Board of Trustees, declare the principal of all the bonds then outstanding (if not then due and payable), to be due and payable immediately, and upon any such declarations, the principal of all the bonds then outstanding shall become and be immediately due and payable, anything in the bonds or in this indenture contained to the contrary notwithstanding; and thereupon, all the bonds then outstanding shall be secured ratably by this indenture, irrespective of their specified dates of maturity.

Section 27. *Remedy of Default; Rescission of Declaration.* The provisions of the foregoing Section 26 are subject, however, to the condition that if, at any time after the principal of the bonds shall have been so declared and become due and payable, all arrears of interest, if any, upon all the bonds then outstanding, all arrears in Sinking Fund payments, if any, and all arrears on account of the principal of such bonds, if any, which have by call for redemption reached maturity, with interest on any overdue coupons and on any such overdue principal and the expenses and liabilities (including fees and expenses of counsel), of the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be paid by the Board or provided for by the Board, as to Sinking Fund, principal and interest, by payment into the Sinking Fund of a sum sufficient to pay such arrears, and if all other defaults in the observance or performance of any covenant, condition or agreement in the bonds or in this indenture contained shall have been remedied, then, and in any such case, the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall waive the default by reason of which the principal of the bonds shall have been so declared and become due and payable, and shall rescind and annul such declarations and its consequences; but no such action shall extend to or affect any subsequent default or impair any right consequent thereto.

Section 28. *Enforcement and Protection of Rights.* In case of the happening of any event of default, the Retirement Board of the State Teachers Retirement System, its successors and assigns, may take all steps needful to protect and enforce its or their rights and may take appropriate judicial proceedings by action, suit or otherwise as it or they shall deem most expedient.

The Retirement Board of the State Teachers Retirement System, its successors and assigns, shall have the further and exclusive right, personally or by its or their attorneys or agents, to collect and receive for its or their benefit, and to receipt for, the pledged revenues and may pay out of such pledged revenues such sums for operation and maintenance of

the dormitories from which said pledged revenues are derived as it or they may deem necessary or judicious, and the Board of Trustees shall, in the event the Retirement Board of the State Teachers Retirement System, its successors and assigns, determines to exercise such right, execute and deliver to it or them all necessary instruments of assignment and transfer, powers of attorney and all such other instruments as may be advisable in the judgment of, and as may be requested by, it or them for the purpose of perfecting such right.

Section 29. *Payment in Case of Default.* In case default shall be made in :

- (a) the payment of any installment of interest on any bond when and as the same shall become due and payable, and such default shall have continued for a period of thirty days, or
- (b) the payment of the principal of any bond when and as the same shall become due and payable, whether at maturity, or by declaration, or otherwise as herein provided,

then, and in any such case, upon written demand of the Retirement Board of the State Teachers Retirement System, its successors and assigns, the Board will pay to it or them the whole amount which shall have become due and payable on all such bonds and coupons for interest or principal, or both, as the case may be, with interest at the rate of six per centum (6%) per annum on overdue interest and on overdue principal of bonds, if any, which have reached their maturity dates, and, in addition thereto, such further amount as shall be sufficient to cover the cost and expenses of collection, and any expenses or liabilities incurred hereunder.

Section 30. *Collection.* In case the Board shall fail forthwith to pay such amounts upon demand, the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be entitled and empowered to institute such actions or proceedings at law or in equity as may be advised by counsel for the collection of the sums so due and unpaid, and may prosecute any such action or proceeding to judgment or final decree, and may enforce any such judgment or final decree against the Board, and collect the moneys adjudged or decreed to be payable out of the pledged revenues, in the manner provided by law.

No recovery of any judgment and no levy of an execution under any judgment upon the pledged revenues, shall affect, in any manner or to any extent, the lien of this indenture upon the pledged revenues or any part thereof, or any lien, rights, powers or remedies of the Retirement Board of the State Teachers Retirement System, its successors and assigns, hereunder, or any lien, rights, powers or remedies of the holders of the bonds, but such lien, rights, powers and remedies of the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall continue unimpaired as before.

Section 31. *Application of Moneys Collected.* Any moneys collected pursuant to Sections 28 and 30 shall be applied by the Retirement Board of the State Teachers Retirement System, its successors and assigns, as follows:

- First: To the payment of the costs and expenses of any action or proceeding brought in connection with the collection of such moneys, including reasonable compensation for the Retirement Board of the State Teachers Retirement System, its successors and assigns, its or their agents, attorneys and counsel, and to the payment of all expenses, liabilities and advances, made or incurred by the Retirement Board of the State Teachers Retirement System, its successors and assigns.
- Second: To the payment of such sums for operation and maintenance of the dormitories from which the pledged revenues are derived as the Retirement Board of the State Teachers Retirement System, its successors and assigns, may deem necessary or judicious.
- Third: To the payment of the whole amount then due, owing or unpaid upon the bonds for principal and interest, with interest at the rate of six per centum (6%) per annum on overdue interest and on overdue principal of bonds, if any, which have reached their maturity dates; and in case such proceeds shall be insufficient to pay in full the whole amount so due and unpaid on the bonds, then ratably according to the aggregate of such principal and interest, without preference or priority of principal over interest or interest over principal or of any installment of interest over any other installment thereof (subject, however, to the provisions of Section 20 hereof); such payment to be made upon presentation of the several bonds and coupons, and the notation thereon of the payment, if partially paid, or the surrender and cancellation thereof, if fully paid.

Section 32. *Remedies to be Cumulative.* No remedy herein conferred upon or reserved to the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be intended to be exclusive of any other remedy or remedies, and each and every such remedy shall be cumulative, and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute.

Section 33. *Delay, etc.* No delay or omission of the Retirement Board of the State Teachers Retirement System, its successors and assigns, to exercise any right or power accrued upon any default, occurring and continuing as afore-

said, shall impair any such right or power or shall be construed as a waiver of any such default or an acquiescence therein; and every power and remedy given by this indenture to the Retirement Board of the State Teachers Retirement System, its successors and assigns, may be exercised from time to time as often as may be deemed expedient by the Retirement Board of the State Teachers Retirement System, its successors and assigns.

ARTICLE EIGHT

PLEGGED REVENUES UNTIL DEFAULT; DEFEASANCE

Section 34. *Possession until Default.* Until an event of default, as defined in Section 26 hereof, shall have occurred, the Board shall be suffered and permitted to retain full possession and control of the pledged revenues and to use the same and every part thereof.

Section 35. *Defeasance.* If the Board shall make disposition of the entire indebtedness hereby secured by well and truly paying or causing to be paid the principal of and interest on the bonds outstanding hereunder as and when the same become due and payable, and shall pay or cause to be paid all other sums payable hereunder by the Board, then and in that case this indenture and the lien, rights and interest hereby granted shall cease, determined and become null and void.

ARTICLE NINE

SUNDRY PROVISIONS

Section 36. *No Benefit to Third Parties Hereunder.* Except as otherwise expressly provided in this indenture, nothing in this indenture or in the bonds or coupons is intended or shall be construed to give to any person other than the parties hereto and the holders of the bonds any legal or equitable right, remedy or claim under or in respect of this indenture, or under any covenant, condition or provision herein contained, this indenture and all its covenants, conditions and provisions being intended to be and being for the sole and exclusive benefit of the parties hereto and of the holders of the bonds hereby secured.

Section 37. *Definitions.* Whenever in this indenture reference is made to the Board or to the Retirement Board of the State Teachers Retirement System, such reference shall be held to apply with equal effect to the successor, successors or assigns for the time being of the party referred to. Whenever in this indenture the word "bond," "coupon" or "holder" is used, it shall be held to include the plural as well as the singular number, unless the context otherwise indicates. Whenever in this indenture the word "person" is used, such word shall include natural persons, firms, associations, corporations and partnerships, unless the context otherwise indicates.

Whenever any consent or approval of the Retirement Board of the State Teachers Retirement System, its successors and assigns, is provided for hereunder, it is specifically agreed that consent or approval in writing is intended.

Whenever the words "order of the Board" or "request of the Board" are used in this indenture, unless otherwise expressly provided, they shall be held and construed to mean a written order or a written request signed by the Chairman and Secretary of the Board, and whenever any moneys or bonds are deliverable by the terms hereof to the Board, such delivery or payment shall be made only upon the receipt of such written order or of such written request.

Section 38. *Partial Invalidity.* The invalidity of any one or more phrases, sentences, clauses or paragraphs of this indenture shall not affect the remaining portions of this indenture, or any part thereof, and in the event one or more of the phrases, sentences, clauses or paragraphs contained herein shall be held to be invalid, this indenture shall be construed *mutatis mutandis*, as if such invalid phrase or phrases, sentence or sentences, clause or clauses, paragraph or paragraphs had not been inserted.

Section 39. *Written Notices, etc.* Any written demand, notice, approval, requisition, certificate, instrument, waiver, designation, direction, nomination or other communication to be made or executed by the Board under any of the provisions of this indenture with respect to which no specific provision as to the manner of execution is made herein, shall be deemed sufficiently made or executed if executed by the Chairman and Secretary of the Board.

Any notice, demand or other communication to be given to or made upon the Board by the Retirement Board of the State Teachers Retirement System, its successors and assigns, shall be deemed to have been sufficiently given or made upon the delivery of the same to the Secretary of the Board, or upon the deposit of the same in a registered, postage prepaid envelope in the United States mail, addressed to the Board in the city of Columbus, state of Ohio.

Section 40. *Governing Law.* This indenture and the bonds are and shall always be construed to be contracts made under and pursuant to the laws of the state of Ohio in force at the time of the date hereof and all the terms, covenants, conditions and provisions hereof and thereof shall be construed according to such laws.

IN WITNESS WHEREOF, the Board of Trustees of Ohio State University has caused this indenture to be executed in the name of said Board by its Chairman and its Secretary, and the Retirement Board of the State Teachers Retirement System has caused this indenture to be executed in the name of the Retirement Board by its Secretary, all as of the day and year first above written.

Signed and Acknowledged	BOARD OF TRUSTEES OF OHIO
by the Board of Trustees of	STATE UNIVERSITY
Ohio State University in the	By (Signed) Harry A. Caton
presence of:	<i>Chairman</i>
(Signed) Katharine C. Taylor	By (Signed) Carl E. Steeb
(Signed) Adah Riggins	<i>Secretary</i>

Signed and Acknowledged by the Retirement Board of the State Teachers Retirement System in the presence of:

RETIREMENT BOARD OF THE STATE TEACHERS RETIREMENT SYSTEM

(Signed) Elizabeth Sifrit
(Signed) Geo. M. Pogue

By (Signed) W. E. Kershner
Secretary.

APPROVED AS TO FORM
January 27, 1939

(Signed) Thomas J. Herbert
Attorney General.

COUNTY OF FRANKLIN }
STATE OF OHIO } SS:

Personally appeared before me, the undersigned notary public in and for said county and state, Harry A. Caton, to me known and known to me to be the Chairman of the Board of Trustees of Ohio State University, and Carl E. Steeb, to me known and known to me to be the Secretary of the Board of Trustees of Ohio State University, which said Board executed the foregoing instrument, who acknowledged to me that they did sign said instrument for and on behalf of said Board, and that the same is their free act and deed as such officers and of the said Board of Trustees of Ohio State University.

IN WITNESS WHEREOF I have hereunto set my hand and notarial seal this 5th day of November, 1938.

(Signed) Chas. A. Kuntz
Notary Public

COUNTY OF FRANKLIN }
STATE OF OHIO } SS:

Personally appeared before me, the undersigned notary public in and for said county and state, W. E. Kershner, to me known and known to me to be the Secretary of the Retirement Board of the State Teachers Retirement System, which said Board executed the foregoing instrument, who acknowledged to me that he did sign said instrument for and on behalf of said Board, and that the same is his free act and deed as such officer and of the Retirement Board of the State Teachers Retirement System.

IN WITNESS WHEREOF I have hereunto set my hand and notarial seal this 1st day of February, 1939.

(Signed) O. L. Brodrick
Notary Public

The above motion was seconded by Mr. Atkinson and was upon roll call unanimously approved.

* * * * *

Vice President Morrill now read to the Board a memorandum covering results of the deliberations of the Administrative Council regarding a proposed plan of cooperation among the five state universities of Ohio.

Upon motion of Mr. Atkinson, seconded by Miss Campbell, this memorandum was ordered made a part of the record of this meeting, and a committee consisting of Messrs. Dargusch, Thompson, Morrill and Steeb was appointed to carry out the suggestions contained in said memorandum which follows herewith:

Upon call of the Acting President, the Administrative Council of the University on Tuesday, November 1, 1938, met in special sessions of more than four hours' discussion upon the general topic of University relations with the forthcoming General Assembly of Ohio in the matter of biennial requests and appropriations. Discussion revolved mainly around the following major points:

1. The problem of state finances confronting the next Governor and Legislature will be specially acute by reason of the decrease in general revenue collections from which are financed the normal operations of state government, the indispensable program of the State Department of Welfare, and the vital service of the state institutions of higher education; the crisis in the payment of old age pensions; the fall-off in sales tax receipts with the resultant large deficit in funds to finance the state's School Foundation program; the question of public relief, etc.
2. Meantime, enrollments in the five state universities—Ohio State, Miami, Ohio, Kent, and Bowling Green—have increased steadily since the low point of the depression; curricular offerings of all the universities have been greatly expanded in recent years—at Ohio University where work is now offered in engineering and agriculture and where the university faculty carries a teaching program at the Portsmouth High School with the prospect that similar extensions will be made in other southern Ohio cities, at Bowling Green where new courses in agriculture and other technological subjects have been established or projected, at Kent where it has been recently announced the establishment of a college of engineering is contemplated together with work for the Ph.D. degree in six fields with the possibility of later establishment of colleges of law and medicine, and with work in commerce and business administration fully established at Kent, Bowling Green, Miami, and Ohio, in addition to their large registrations in liberal arts and education.
3. Successive legislatures in the more recent years have apparently abandoned the philosophy and statement of intention expressed in 1906 by the General Assembly of Ohio, in its enactment of Section 7923, General Code of Ohio, which provides as follows:

“Section 7923. Inasmuch as it is deemed desirable for this state to determine its policy in regard to the support of institutions of

higher learning, and further desirable that it adopt a distinct and fixed policy in regard to universities and colleges for all time to come so that the policy of the state with reference to the Ohio State University, the Miami University and the Ohio University shall be determined and made definite and to the end that the state may build up one university worthy of it, as now begun at the Ohio State University, and also to fix such a policy as will provide support for the Miami and Ohio universities as colleges of liberal arts, but not to include technical or graduate instruction, aside from the usual graduate work for the degree of master of arts, and to determine definitely for all time that the Miami University and the Ohio University shall be no greater charge on the state so far as university purposes are concerned than herein provided for; therefore this subdivision of this chapter is passed to set forth the policy, to-wit: That in the future no representative of the Miami University or of the Ohio University or of the Ohio State University shall violate or attempt to violate this policy herein enacted into law as a policy for the support of higher education and as a guide for future general assemblies of the state of Ohio. (98 v., 309 sec. 1)."

From all the foregoing considerations, two questions of vital importance seem now to arise:

1. Is it sound policy for the state to finance with increasing appropriations five growing state universities, each preparing independently and urging competitively for its own budget, quite regardless of any general over-view and coordinated program for the planning maintenance, and necessary development of state-supported higher education in Ohio? Is it likely, or possible, that the state will or can continue much longer this policy of "laissez-faire" in dealing with the problem?
2. If not, should not the Ohio State University, through its President and Board of Trustees, make proposals to the other state universities, to the incoming Governor, and the General Assembly of Ohio, looking toward a soundly planned program for the financing and necessary development of state-supported higher education as a whole, avoiding uneconomical duplication of educational offerings and facilities where possible, coordinating the work of the institutions in a logical scheme for the on-going and growth of each one, precluding competitive local pressure upon the Legislature and uniting the forces of friends, alumni, parents, and other supporters of all the institu-

tions behind the sensibly and economically programmed needs of each?

It was the consensus of opinion and the unanimous judgment of the Administrative Council that the President should present to the Board of Trustees the request that the Ohio State University take the leadership in requesting representatives (presumably trustees and presidents) of the other four state universities to a conference to consider together the questions outlined above. It was the further judgment of the Administrative Council that the Ohio State University take the initiative in such conference (and possibly in later consultation with the incoming Governor, and legislative leaders and appropriate legislative committees) in endeavoring to secure agreement upon the following general premises:

1. The opportunities and responsibility of the state of Ohio to meet the educational needs of Ohio youth are evident and compelling. The steadily increasing demand of the people for the training of their children in the public schools and the public-supported universities will not cease; and unless it is met by the generous and intelligent development of the existing institutions, new ones will be demanded and created with expensive duplication of plant, equipment and personnel—probably in the rise of a costly system of inferior junior colleges such as now exists in many states. Ohio is fortunate in the geographical location of its five state universities which provide the opportunity for advanced general education close at hand to the youth in each large and closely-populated section of the state.

The need is for a coordinated program of nurture and support which will strengthen each of the five state universities within the limits of its own best competence and reasonable public demand.

At the same time the conclusion is inescapable and must be frankly faced by all concerned that the state cannot and should not embark upon the impossible purpose to build five equally large, highly specialized and all-equivalent universities capable of comparison with such single outstanding institutions in surrounding states as the University of Michigan, the University of Wisconsin, the University of Minnesota, the University of Illinois, and the like.

2. The Ohio State University, with its long and well-established plant, facilities, and specially trained personnel, is the logical place for the further specialized development of graduate work at the Ph.D. level; for technological training such as engineering and agriculture; and for professional education such as law, medicine, veterinary medicine, dentistry, pharmacy, etc. Accordingly, the Ohio State University will shift its developmental emphasis into these areas and away from junior

college work in liberal arts, education, business and commerce.

3. The other state universities will find their areas for constructive expansion in liberal arts (including fine arts), education, business and commerce through the four-year undergraduate curriculum leading to the bachelor's degree, and in graduate work for the master's degree in liberal arts and education—but will not seek extension into the master's degree in business and commerce, the Ph.D. degree in any area, or the development of professional and technological curricula.

It was the conviction of the Administrative Council that, except as some such agreement is arrived at by friendly and cooperative consultation among the five state universities, there is danger to the whole cause of efficiency and economy in state-supported higher education in Ohio, to the rightful and necessary development of the institutions concerned, and thereby to the educational advantages of the youth of Ohio who deserve opportunities second to those of no other state.

* * * * *

The Secretary now presented the following reports of the University Architect and actions of the Cabinet relative to bids received on October 21, 1938 and contracts awarded in connection with the Men's Dormitory (PWA Docket No. Ohio 1990-F), and the Women's Dormitories (PWA Docket No. Ohio 2095-F):

CABINET MINUTES

Columbus, Ohio
October 21, 1938.

The Cabinet met in Room 100 of the Administration Building at 12 noon.

Present: Messrs. McCracken, Smith, Steeb, Morrill and Ralph E. Kinnear, Resident Engineer Inspector of PWA.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on October 10, 1938, met for the purpose of opening and reading in public the bids received by 12 o'clock noon this day for (1) Excavation for Men's Dormitory, (2) Service Tunnel for Men's Dormitory, (3) Excavation for Women's Dormitories, (4) Service Tunnel for Women's Dormitories, as per advertisement. The following bids were received, read and tabulated:

<i>Men's Dormitory</i>	<i>Division I Building Excavation Item I</i>	<i>Division II Tunnel Items II to IV</i>	<i>Bond</i>
Bidder			
Skilken Brothers	\$7,482.00		\$ 6,500.00
C. M. Barr Company	3,969.00		5,000.00
C. Barthelmes	2,196.22		2,200.00
Trapp-Carroll Company	3,850.00	\$34,300.00	40,000.00
Skilken Brothers		29,878.00	29,878.00
E. Elford and Son		27,490.00	35,000.00
C. M. Barr Company		32,377.00	40,000.00
C. J. Wetzel		39,500.00	43,000.00
Leo E. Ruisinger		31,923.00	33,000.00
John C. Cashman		27,560.00	28,000.00
Trapp-Carroll Company	\$36,000.00 (combined bid)		40,000.00

Women's Dormitories

Bidder

Skilken Brothers	\$3,643.00		\$ 3,800.00
C. M. Barr Company.....	3,452.00		5,000.00
C. Barthelmes	2,166.46		2,200.00
Trapp-Carroll Company	3,400.00	\$23,600.00	30,000.00
Skilken Brothers		15,542.00	15,542.00
E. Elford and Son		12,990.00	20,000.00
C. M. Barr Company.....		15,493.00	20,000.00
C. J. Wetzel.....		19,776.00	25,000.00
Leo E. Ruisinger.....		23,489.00	25,000.00
John C. Cashman.....		13,800.00	14,000.00
Trapp-Carroll Company	\$25,000.00 (combined bid)		30,000.00
Leo E. Ruisinger.....	\$54,400.00 (combined bid on Tunnels for Men's and Women's Dormitories)		

Upon motion, the above bids were turned over to the Architect for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio
October 22, 1938.

The Cabinet met in the office of the Secretary at 9:30 A. M.

Present: Messrs. McCracken, Smith, Steeb and Morrill.

* * * * *

The Cabinet met to receive the reports of the University Architect on the bids received October 21, 1938 for (1) Excavation for Men's Dormitory, (2) Service Tunnel for Men's Dormitory, (3) Excavation for Women's Dormitories, (4) Service Tunnel for Women's Dormitories.

October 21, 1938.

University Cabinet
Administration Building
Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet October 21, 1938, pursuant to advertisement for the Building Excavation and construction of a Tunnel for the Men's Dormitory (PWA Docket No. Ohio 1990-F) and submit the following report:

- (1) I find that the low bids in each Division of the Contract are regular in every respect, and below the estimates of cost approved by the State Director of Public Works, the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA) and on file with the Auditor of State.
- (2) I recommend that under authority granted by the Board of Trustees of the Ohio State University at its meeting held October 10, 1938, the University Cabinet recommend to the State Director of Public Works the award of contracts to the low bidders as follows:

Division I--Building Excavation to C. Barthelmes.....\$ 2,196.00
Division II--Tunnel to E. Elford & Son..... 27,490.00

Very truly yours,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

October 21, 1938.

University Cabinet
Administration Building
Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet October 21, 1938, pursuant to advertisement for the Building Excavation and the construction of a Tunnel for the Women's Dormitories (PWA Docket No. Ohio 2095-F) and submit the following report:

- (1) I find that the low bids in each Division of the Contract are regular in every respect, and below the estimates of cost approved by the State Director of Public Works, the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA) and on file with the Auditor of State.
- (2) I recommend that under authority granted by the Board of Trustees of the Ohio State University at its meeting held October 10, 1938, the University Cabinet recommend to the State Director of Public Works the award of contracts to the low bidders as follows:

Division I—Building Excavation to C. Barthelmes.....	\$ 2,166.46
Division II—Tunnel to E. Elford & Son.....	12,990.00

Very truly yours,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the Cabinet by unanimous vote approved the above recommendations of the University Architect, and directed the Architect to advise the Director of Public Works of these recommendations.

Upon motion of Miss Campbell, seconded by Mr. Atkinson, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary reported to the Board that bids covering the Building Excavation and Wrecking for the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F) will be received on December 5, 1938.

Upon motion of Mr. Thompson, seconded by Mr. Dargusch, the Cabinet was authorized, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

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Satisfactory evidence having been presented that the original diploma has been lost, it was moved by Mr. Dargusch, seconded by Miss Campbell and ordered by unanimous vote that a duplicate di-

ploma be granted to Ramona Crivel who received the degree of Bachelor of Arts in June, 1929.

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The Secretary now reported for record that on August 1, 1938 the Council of the city of Columbus passed an ordinance (No. 416-38) to vacate the streets and alleys between Doe Alley and the river and Woodruff Avenue and Lane Avenue.

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The Secretary reported the gift from the Honorable Julius F. Stone, of \$6,000, the amount of the purchase price of the so-called Somers property on South Bass Island. This property will be used by the members of the permanent staff of the Franz Theodore Stone Laboratory.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, this gift was accepted by unanimous vote and the Acting President was directed to advise Mr. Stone of the deep appreciation of the University.

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The Secretary announced to the Board that the new Wing of the Starling-Loving Hospital will be dedicated on Saturday, November 19, 1938.

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Thereupon the Board adjourned to meet on Monday, December 12, 1938, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND EIGHTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, December 12, 1938.

The Board of Trustees met in Columbus, Ohio at 9:30 A. M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, Dr. Burrell Russell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

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Upon motion of Dr. Russell, seconded by Dr. Altmaier, the following recommendations as presented by Acting President McPherson were upon roll call unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Lucile Smith	Home Dem. Agent, Crawford County	Oct. 31, 1938	\$2,300.00
Vivian Cooley	Home Dem. Agent, Seneca County	Oct. 31, 1938	1,900.00
Rudolph M. Isler	Asst. Co. Agr. Agent, Fairfield County	Dec. 5, 1938	1,900.00
Elizabeth M. Welch	Stenographer	Nov. 30, 1938	960.00
<i>College of Agriculture</i>			
<i>Agronomy</i>			
Winifred Gray	Stenographer	Nov. 30, 1938	1,050.00
<i>Home Economics</i>			
Nelle R. Morris	Graduate Assistant	Dec. 31, 1938	450.00
<i>College of Arts and Sciences</i>			
<i>Chemistry</i>			
Grant Crane	Graduate Assistant	Sept. 30, 1938	450.00
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
Edward Pelz	Graduate Assistant	Oct. 31, 1938	450.00
<i>School of Social Administration</i>			
L. H. Van Buskirk	Assistant Professor	Dec. 31, 1938	300.00
<i>College of Education</i>			
<i>Psychology</i>			
Richard Ledgerwood	Research Assistant	Nov. 15, 1938	2,004.00
Claude E. Thompson	Assistant	Nov. 15, 1938	954.00
Hugh McFadden	Assistant	Dec. 31, 1938	954.00
Kenneth E. Clark	Graduate Assistant	Nov. 15, 1938	450.00
<i>College of Engineering</i>			
<i>Civil Engineering</i>			
W. H. Kuenning	Assistant	June 30, 1938	900.00

<i>College of Medicine</i>			
<i>Physiology</i>			
Nellie C. Handibeau	Research Assistant	Nov. 30, 1938	500.00
<i>Starling-Loving Hospital</i>			
<i>Nursing Care</i>			
Anne Keener	Assistant Head Nurse	Nov. 4, 1938	660.00
Marion Wood	Assistant Head Nurse	Nov. 4, 1938	660.00
Cecile Harrison	General Duty Nurse	Nov. 30, 1938	900.00
Elizabeth Ward	General Duty Nurse	Oct. 31, 1938	900.00
Octavia A. Bryant	Nurses Aide	Nov. 20, 1938	504.00
Elizabeth Scranton	Nurses Aide	Nov. 30, 1938	504.00
<i>Dietary</i>			
Adele Reese Batchlar	Diet Kitchen Helper	Nov. 10, 1938	588.00
Mrs. Eddie L. Brock	Diet Kitchen Helper	Oct. 31, 1938	588.00
<i>President's Division</i>			
<i>Library</i>			
Alice H. Sharp	Library Assistant	Dec. 31, 1938	900.00
<i>Physical Education for Men</i>			
Hamilton R. Bowen	Student Assistant	Dec. 31, 1938	300.00
<i>Administrative Division</i>			
<i>Dean of Women's Office</i>			
Louise Headley Hill	Assistant to the Dean	Nov. 30, 1938	972.00
<i>Physical Plant Division</i>			
<i>Light, Heat and Power—Steamfitters and Plumbers</i>			
Cletus Shumaker	Fireman	Nov. 16, 1938	600.00
<i>University Health Service</i>			
Dolores Lucas	Assistant Nurse	Dec. 31, 1938	1,320.00
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Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Katherine Rupert	Stenographer	Dec. 1, 1938		\$ 960.00
Bertha Fischer	Stenographer (part time)	Dec. 1, 1938		510.00
<i>College of Agriculture</i>				
<i>Administration</i>				
Bertha Fischer	Stenographer (part time)	Dec. 1, 1938		450.00
<i>Agricultural Education</i>				
Glenn W. Miller	Assistant (part-time) (Salary to be paid from George-Deen Funds)	Jan. 1, 1939	Su. } '39 }	Wi.Sp. 400.00
<i>Agricultural Engineering</i>				
A. C. Kennedy	Instructor	Jan. 1, 1939		Wi.Sp. 1,500.00 period
<i>Animal Husbandry</i>				
Sam L. Hansard	Graduate Assistant (half time) (Salary to be paid from Farm Rotary No. 7250)	Oct. 1, 1938		Au.Wi.Sp. 450.00
<i>Home Economics</i>				
Alwine H. Meyer	Instructor	Jan. 1, 1939		Wi.Sp. 1,050.00 period
(Special Contract—Salary to be paid from Pomerene Refectory Rotary Funds)				
Ruth Jones	Assistant (part time)	Jan. 1, 1939		W.Sp. 300.00 period

*College of Arts and Sciences**Administration*

Vivian Chubb Light	Stenographer (part time)	Nov. 14, 1938		60.00 month
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Chemistry

Dan Trivich	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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Howard L. Yowell	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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Geology

Susan Smith Hobbs	Graduate Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period
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Speech

Lloyd Brooks Dodds	Assistant	Jan. 1, 1939	Wi.	300.00 period
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*College of Commerce and Administration**Accounting*

Paul Jones Thomas	Assistant	Jan. 1, 1939	Wi.	300.00 period
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Robert C. Behn	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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William L. Gans	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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Business Organization

Ralph Ablon	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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Marjorie Poston	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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J. Reid Roller	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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H. Peter Carstensen	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
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Economics

Louis Edward Otte	Graduate Assistant	Nov. 14 to Dec. 31, 1938		78.33 period
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School of Social Administration

Donald D. Shira	Lecturer	Jan. 1, 1939	Wi.	300.00 period
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*College of Education**Administration*

Anne C. Beaman	Clerk	Nov. 22, 1938 for 2 months		125.00 period
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Bureau of Educational Research

Bernice Devine	Stenographer (part time)	Nov. 1, 1938 for 2 months		50.00 period
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Fine Arts

Marian J. Reber	Instructor (part time)	Jan. 1, 1939	Wi.	500.00 period
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Music

William McBride	Assistant Professor	Jan. 1, 1939	Wi.Sp.	1,200.00 period
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George Hardesty	Assistant Professor	Jan. 1, 1939	Wi.Sp.	1,200.00 period
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Rachel Way Sherman	Instructor (part time)	Jan. 1, 1939	Wi.	300.00 period
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Mary L. Meister	Assistant	Jan. 1, 1939	Wi.	300.00 period
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Psychology

Claude E. Thompson	Research Assistant	Nov. 16, 1938 (12 months)		2,004.00
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Kenneth E. Clark	Assistant	Nov. 16, 1938 Su. } Au.Wi. '39 }		954.00
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Sherwood McIntyre	Assistant	Jan. 1, 1939	Wi.Sp.	636.00 period
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George W. Knox	Graduate Assistant	Nov. 16, 1938	Au.Wi.Sp.	450.00
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*College of Engineering**Civil Engineering*

John W. Graham	Student Assistant	Jan. 1, 1939	Wi.	30.00 period
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<i>Electrical Engineering</i>				
(To be named later)	Instructor	Jan. 1, 1939	Wi.Sp.	900.00 period
<i>College of Medicine</i>				
<i>Physiology</i>				
Carolyn Casaday	Research Assistant	Dec. 1, 1938 to June 30, 1939		350.00 period
<i>Starling-Loving Hospital</i>				
<i>Nursing Care</i>				
Helen Miller	Supervisor	Nov. 4, 1938	Code (3&4)	1,200.00
<i>Laboratories</i>				
Mary Fulton	Assistant Medical Technologist	Nov. 1, 1938	(1&4)	900.00
Doris Goldman	Assistant Medical Technologist	Nov. 1, 1938	(1&4)	900.00
<i>Dietary</i>				
Nora Christy	Assistant Cook	Nov. 7, 1938	(3&4)	588.00
Edna Alexander	Diet Kitchen Helper	Nov. 8, 1938	(3&4)	588.00
Ellen Louise Bower	Diet Kitchen Helper	Nov. 17, 1938	(3&4)	588.00
Mary Brooks	Diet Kitchen Helper	Nov. 1, 1938		49.00 month
<i>Starling Loving Hospital—Rotary No. 727</i>				
<i>Nursing Care</i>				
Mildred Ewing	General Duty Nurse	Nov. 1, 1938	(3&4)	900.00
Mary Ellen Brooks	General Duty Nurse	Nov. 7, 1938	(3&4)	900.00
Lela Beck	General Duty Nurse	Dec. 1, 1938	(3&4)	900.00
<i>Graduate School</i>				
Henry Z. Schofield	National Paving Brick Assn. Fellow	Jan. 1, 1939 (12 months)		2,700.00
(Salary to be paid from the National Paving Brick Association Funds)				
William H. Earhart	Kaolin Inc. Research Fellow	Dec. 15, 1938 (12 months)		1,500.00
(Salary to be paid from the Kaolin, Incorporated Funds)				
Warner W. Carlson	Toulmin Fellow	Jan. 1, 1939	Su. } Wi.Sp. '39 }	675.00 period
(Salary to be paid from the Toulmin Fund)				
Emma Gamboa	Margaret G. Harder Pan American Scholar	Oct. 1, 1938 for 8 months		800.00 period
(Salary to be paid from the Ohio Federation of Women's Clubs Fund)				
Joseph H. Chilcote	Stark Brick Company Fellow	Dec. 20, 1938 for 3 months		450.00 period
(Salary to be paid from the Stark Brick Company Fund)				
Walter E. Ripper	Honorary Fellow	Oct. 1, 1938	Au.Wi.	No salary
George W. Brainerd	Honorary Fellow	Oct. 1, 1938	Au.Wi.Sp.	No salary
<i>President's Division</i>				
<i>Broadcasting Station</i>				
Joseph H. Wack	Operator	Nov. 28 to Dec. 31, 1938		125.00 period
(Salary to be paid from Ohio School of the Air—F-9 Funds)				
<i>Library</i>				
Ralph Brehm	Bookbinder	Jan. 1, 1939 (12 months)		2,300.00
Gertrude Roehrer	Binderywoman	Jan. 1, 1939 (12 months)		800.00
(Above salaries to be paid from Rotary No. 7401)				
J. Marguerite Thut	Library Assistant	Jan. 1, 1939 (12 months)		900.00
<i>Physical Education for Men</i>				
Milton Overholt	Student Assistant	Jan. 1, 1939	Wi.Sp.	200.00 period
<i>Administrative Division</i>				
<i>Dean of Women's Office</i>				
Bethany Lee Berdan	Assistant to Dean	Dec. 1, 1938 (12 months)		972.00
Dorothy Downing	Stenographer	Nov. 14, 1938		960.00
<i>Telephone Exchange</i>				
Arthur Mereness	Student Telephone Operator	Nov. 1, 1938 for 2 months		100.00 period
John Hoffman	Student Telephone Operator	Nov. 1, 1938 for 2 months		100.00 period
A. W. Witzemann	Student Telephone Operator	Dec. 1, 1938 for 1 month		50.00 period

12-12-'38

Physical Plant Division

Light, Heat and Power—Steamfitters and Plumbers

Gustav Hegenberger	Fireman	Nov. 17, 1938 for 5 months	600.00 period
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Stores and Receiving—Rotary

Ether A. Burkhead	Clerk	Dec. 1, 1938	900.00
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University Health Service

Margaret Thompson	Assistant Nurse	Jan. 1, 1939 (12 months)	1,200.00
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Athletics

Sgt. Fonad T. Shaia	Rifle Coach	Dec. 1, 1938 for 5 months	100.00 period
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Changes in Title

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Home Economics</i>			
LaRoux Roebuck	Graduate Assistant	Assistant	Wi. and Sp. Quarters
<i>College of Arts and Sciences</i>			
<i>Speech</i>			
Ramon George	Graduate Assistant	Assistant	Wi. Qr. only
<i>College of Education</i>			
<i>Music</i>			
Miriam Smart Mooney	Assistant	Instructor	Jan. 1, 1939
<i>College of Engineering</i>			
<i>Engineering Experiment Station</i>			
Harry D. Foster	Research Assistant	Research Assistant (part time)	Sept. 1, 1938
<i>College of Medicine</i>			
<i>Starling-Loving Hospital</i>			
<i>Nursing Care</i>			
Catherine Helman	General Duty Nurse	Relief Night Supervisor	Dec. 1, 1938

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Changes in Salary

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Agriculture</i>				
<i>Home Economics</i>				
LaRoux Roebuck	Assistant	Wi. and Sp. Quarters	\$ 300.00 period	\$ 600.00 period
(Increase to be paid from Pomerene Refectory Rotary Funds)				
<i>College of Arts and Sciences</i>				
<i>Speech</i>				
Ramon George	Assistant	Wi. Qr. only	450.00	900.00
<i>College of Education</i>				
<i>Music</i>				
Miriam Smart Mooney	Instructor	Jan. 1, 1939	954.00	2,400.00
Helen Heimberger	Stenographer	Jan. 1, 1939	1,140.00	1,404.00
<i>College of Medicine</i>				
<i>Starling-Loving Hospital</i>				
<i>Nursing Care</i>				
Catherine Helman	Relief Night Supervisor	Dec. 1, 1938	900.00 (Code: 3&4)	1,020.00

* * * * *

Changes in Quarters of Service

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Zoology and Entomology</i>			
Alvah Peterson	Professor	Su.Au.Wi.	Su.Au.Wi.Sp.
Paul E. Schaefer	Instructor	Au.Wi.Sp.	Au. Sp.
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
E. L. Bowers	Associate Professor	Su.Au. Sp.	Su.Au.Wi.
Walter Egle	Assistant Professor	Su.Au. Sp.	Su. Wi.Sp.
*	*	*	*

*Miscellaneous
Recommendations*

That the salary of Mr. W. C. McCracken, Superintendent of Buildings and Grounds, be fixed at \$3,500 per annum on a part time basis, effective January 1, 1939, and that at that time he be relieved of the direct responsibility of the Physical Plant and that he act in an advisory capacity to the Maintenance Engineer and perform such duties as may be prescribed by the Maintenance Engineer. (Mr. McCracken has just completed 52 years of invaluable service to the University.)

That Paul H. Elleman, a graduate of the College of Engineering, Class of 1918, who has been directly associated with Mr. McCracken for the past 16 years with the title of Maintenance Engineer, be given full responsibility of the Physical Plant, effective January 1, 1939, and that his salary be increased from \$3,960 to \$4,500 per annum.

It is also recommended that effective January 1, 1939, the Maintenance Engineer shall assume all the duties and responsibilities heretofore prescribed by the Board of Trustees for the Superintendent of Buildings and Grounds.

That in accordance with the provisions of the State Employees Retirement System the following employes, who have reached the age of 70 or more, be retired from University service on December 31, 1938, and that the official service certificate be presented to each.

	<i>Years of Service</i>		<i>Years of Service</i>
Charles Blesch	16.50	John W. Kraner	27.17
James Brain	28.50	Benjamin A. LeBay	45.08
Harry Chantler	43.21	Alexander McCall	13.33
Emerson Clements	34.75	Elijah I. Martin	22.17
Clara M. Deflinger	17.33	John Rhone	22.934
James S. Gormley	17.876	William E. Steel	13.67
Charles M. Hicks	38.00	Leeson S. Stewart	26.176
Robert J. Huddleston	17.58	Gustav Bruder	38.283
Herbert M. Cole	16.04		

That upon the recommendation of the Chairmen of their departments and in accordance with the provisions of the State Employees Retirement System, the following employes who are past compulsory retirement age be continued in active service in the University for one year, effective January 1, 1939:

John Hussey (part time)
David H. Gruber
John T. Miller
James D. Marple
William H. Ziebold

That the sum of \$121.23 be appropriated from the Interest on Endowment to refund to certain members of the staff of the College of Education money spent by them in travel while carrying on their work in supervising the course in Practice Teaching.

That, honoring the services of the late Royal D. Hughes who gave his life in building up our Department of Music, a free tuition scholarship be granted to his daughter, Mary Katherine Hughes, from January 1, 1939, to July 1, 1940.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$3,060 from the National Foundation for Infantile Paralysis of New York City, for research in the Department of Bacteriology on infantile paralysis (to be credited to Rotary No. 7501);

\$500 from William R. Kenan, Jr., to be added to the William R. Kenan Fund for cooperative experimental work with the College of Dentistry and with the Department of Agricultural Chemistry in the College of Agriculture;

\$500 from the following persons, to be credited to the Patterson Memorial Fund for the establishment of the Franklin H. Patterson Memorial Scholarship:

\$200 from Mr. and Mrs. William E. Fowler

50 from Virginia Patterson

50 from William Allen Patterson

200 from School of Social Administration Associates, Inc.;

\$50 from Professor Charles C. Stillman, a personal contribution to a fund to be set up as the Franklin H. Patterson Memorial Book Fund for the School of Social Administration Library;

Equipment necessary for the cyclotron program in the departments of Medicine, Physics, and Electrical Engineering, from Mr. M. R. Mitchell of Station WJR, Detroit.

That the proposal of Cora B. Simpson as outlined in her letter to the Secretary of the Board of Trustees under date of November 9, 1938, to bequeath to the University \$1,000 for the maintenance and continuance of the Robert H. Simpson Memorial Prize, be approved and appreciation expressed.

That the contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following project, be reported to the Board of Trustees for information and record:

Lincoln Electric Company, Cleveland, Ohio—Investigation of Slag (To be known as the Lincoln Electric Company Slag Investigation, Foundation No. 37, E.E. Station Project K-41).

That the tuition in the College of Medicine be raised from the present \$35 to \$50 per quarter and the laboratory fees be increased from \$38 to \$50 per quarter, effective with the Autumn Quarter 1939. This will make the yearly cost to the student \$312 in place of \$231 as at present.

That the Board of Trustees reconsider the motion passed on August 11, 1938, governing the organization of the Graduate School

and that the report of the Committee of the Graduate Council be referred back to the President of the University for further study and report.

That it is the sense of the Board of Trustees that additional space is necessary in order to house properly the School of Optometry.

That the request of the Alumnae Council to the effect that the sum of \$190,000 be included in the biennial appropriation for a Women's Dormitory corresponding to the Tower Club for Men be acknowledged and that appreciation be expressed to the Council for their interest in the welfare of the University.

That the proposal of the College of Medicine to participate actively in the organization for group hospital care as described in a letter from Dean Upham to Acting President William McPherson under date of November 29, 1938, be approved provided that the authority of the Board to enter into such an arrangement is approved by the Attorney General.

That, in accordance with the recommendation of the University Faculty, degrees be awarded at the Autumn Convocation on December 21, 1938, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Omer Clyde Aderhold, B.Sc. in Agr., M.Sc. in Agr. (University of Georgia); Frederick Kenneth Berrien, A.B. (Colgate University), M.A.; Chester Coe Carrothers, A.B. (Upper Iowa University), M.A. (Drake University); Hester Chadderdon, B.S. (University of Nebraska), A.M. (University of Chicago); Paul Enoch Clark, B.A. (Muskingum College), M.Sc.; Thomas Basil Douglas, S.B. in Chem., M.S. (University of North Carolina); Robert Ashley Harrington, B.S. in Physics (Case School of Applied Science), M.Sc.; Marshall Cole Hervey, B.Sc. in Agr., M.Sc.; Monroe McCown, B.Sc. in Agr., M.Sc. (Purdue University); Jose Roberto Palomo, B.S. (Carnegie Institute of Technology), M.A.; Hazel Huston Price, B.Sc. in H.E. (University of Cincinnati), M.A.; Charles Warnock Proudfoot, B.A., M.Sc.; Royal Eastman Shanks, A.B. (Ohio Northern University), M.Sc.; Walter Lee Simmons, Jr., B.A. (Washington and Lee University), A.M. (Harvard University); Ralph Burdellas Vogel, B.Sc. in Edu., M.Sc.; Paul Dean Woodring, B.S. in Edu. (Bowling Green State College), M.A.

MASTER OF ARTS

Jane Aubrey, A.B. (Vassar College); Theodore Thoburn Badley, B.A. (Ohio Wesleyan University); John Russell Bright, A.B. (Manchester College); Albert Louis Capuder, B.A. (Muskingum College); Jean Frances Caul, A.B. (Lake Erie College); Helen Inboden Conley, B.Sc. in Agr.; Samuel Lessie Darst, A.B. (Indiana State Normal School); Frances Dorothy Etheridge, A.B., B.S. (University of Illinois); Lois Permelia Hazelton, B.Sc. in Edu.; Clyde Alden Henderson, B.A. (Pomona College); Harold Clyde Hess, B.A.; Dorothy Pauline Hilty, A.B. (Ohio University); William John Jones, B.A. (Emmanuel Missionary College); Belle Virginia Joseph, B.Sc. in Edu.; David Milton Krabill, B.A. (The College of Wooster); Kathryn Kumler, A.B. (Vassar College); Georgian May Lady, B.A. (Muskingum College); Carabel Eileen Langstaff, B.Sc. in Edu.; Clark Clayton Latshaw, B.A., B.Sc. in Edu.; Theodore Levatter, B.A.; Mar-

ian Ruth Mitchell, B.A. (Beaver College); Gene Ballengee Oppy, B.Sc. in Edu.; Rowland Ray Pierson, B.A. (Muskingum College); Harold Lawrence Porter, B.Sc. in Edu.; Mary Cecilia Quirk, B.Sc. in Edu.; Viola Jefferson Serrell, B.Sc. in Edu.; Michael Albert Stahl, B.Sc. in Edu.; Lester William Steck, A.B. (Otterbein College); Jane Hoffman Thorson, B.A.; Samuel Glenn Vercoe, B.Sc. in Edu.; Christena Mae Wahl, A.B. (Otterbein College); Sarah Martha Watson, A.B. (Emory University); Ray Ernest Watts, A.B. (Baldwin-Wallace College); Walter Charles Witten, B.Sc. in Edu.; Harry Emsley Wood, Jr., B.A., M.A. (University of Wisconsin); Robert Jefferies Woodin, B.A.

MASTER OF ARTS IN SOCIAL ADMINISTRATION

Edward James Blakemore, B.S. (John Carroll University); Aileen Charters, B.Sc. in Bus. Adm.; Beatrice Joan Kilbane, A.B. (Notre Dame College); Bertram Schwartz, B.Sc. in Edu.

MASTER OF SCIENCE

John Blandford Armstrong, B.Ch.E.; George Robert Barrett, B.Sc. in Agr.; Mary Ellen Boehme, B.S. (Western Kentucky State Teachers College); Raymond August Bournique, B.S. (University of Toledo); Mabry Clark, B.S. (Mississippi State College); Doris Belle Eckfeld, B.Sc. in H.E.; Louis Daniel Ellsworth, B.S. in Physics (Case School of Applied Science); Walter Woodrow Fassig, B.Sc. in Agr.; Clair Elder Franklin, B.S. in Edu. (Ohio University); Joseph Bernard Fueglein, B.Sc. in Agr.; Louis Charles Gibbons, B.S. in Chem. (Ohio University); Bruce Dewar Gleissner, A.B. (University of Kansas); Joseph R. Gross, B.Sc. in Agr.; Edward Joseph Haven, B.S. (University of California); Donald Carl Kiplinger, B.S. (Iowa State College); Philip Carl Martin, E.E. (Syracuse University); Helena Agnes Miller, B.A., B.Sc. in Edu.; Herbert Guy Mote, B.Sc. in Bus. Adm. (University of Akron), B.Sc. in App. Opt.; Prokop Leslie Pesek, B.S. (Michigan State College of Agriculture and Applied Science); Norman James Scott, B.S.A. (Ontario Agricultural College); Don Frank Siddall, B.S. (Kent State University); Carroll Arthur Swanson, A.B. (Augustana College); Robert Abram Waddell, B.S. in E.E. (Rose Polytechnic Institute); Arden Jay Welty, B.A. (The College of Wooster); Kenneth West, B.A., B.E.E., B.Sc. in Edu.; John Tudor Wilson, Jr., B.Ch.E.

MASTER OF SCIENCE IN PUBLIC ADMINISTRATION

Warren John DeWeese, A.B. (Otterbein College).

BACHELOR OF SCIENCE IN AGRICULTURE

Ralph Levern Baker; Robert Bernard; Carl Willard Bilikam; Donald D. Bradley; Everett William Brown; Robert Franklin Dix; Moshe Gold; Paul Lewis Good; Kenneth Lloyd Holtrey; Dale Wilson Jenkins; Thereon Johnson; Arthur Lewis Lash; George William Newburn; Lowell Dwight Overmyer; Thomas Benton Pegg; Lofton Avery Phillips; Roy Wilson Rings; Gordon McNess Royle; John Marcus Steiner.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Ruth Elizabeth Beck, A.B. (Heidelberg College); Mildred Elizabeth Gerke; Jean Ruth Howard; Edythe Anne Leffingwell; Edna Blanche Oyer; Joyce Virginia Smith; Bonnie Marie Stoltz.

BACHELOR OF ARTS—WITH HONORS

Jack Henry Newman (cum laude and with Distinction in Political Science); Jane Louise Springer (cum laude); Esther Udell Stickney (summa cum laude and with High Distinction in Chemistry).

BACHELOR OF ARTS

Anne Blake; Betty Jeanette Brown; Josephine Mae Clemmons; Margaret Elizabeth Day; Russell Paul Dreyer; Jane Ellen Eastey; Erwin Joseph Epstein; Robert Charles Fashbaugh; Arnold Searle Gardner; Karl Kenneth Grubaugh; Doris Diana Hahn; Robert Holmes Hanback; Robert George Hattwich; Irene Geneal Houser; William Worthington Howell; Myron Beecher Kauffman, Jr.; David Ellison MacQuigg; Charlotte Thrall Moore; Margaret Ann Niermeyer; Thomas Pringle; Marianne Granger Randall; Miriam Harriet Sayre; Anne Elizabeth Schoedinger; Redyn Clyde Setterfield; Rudolph Speiser; Virginia Gertrude Tinkler; Dorothy Rose Weissman; Ruth Elizabeth Wilcox; Morrison Griggs Wood; Phoebe Elizabeth Yarman.

BACHELOR OF SCIENCE IN JOURNALISM

Helene Anne Canning; Irvin Lee Edelstein; William Ignatius Halloran.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

James Joseph Anderson; John Cassmer; Earl Joseph Catcott; Joseph Francis Collins; Irving Mitchell Converse; Wilbur Lowell Denune; John McBarron Devaney; Harold Sterling Fry; Irwin Lawrence Ginsberg; John Robert Heagen; Lester Everett Hite; Adrian Burdsal Kisling; Waldo Kent Landis; John Leshy; Richard Fleson Levering; Robert Christopher Miles; Philip Duane Pearson; Blaine Herl Penny; Norma Marie Peterson; Stanley Howard Pohl; Jack Radford; John Henry Romey; William Harold Silver; Fred Orrville Sloane; Phillips Henry Sturtevant; John Richard Titlow; Edwin James Williams; Kenneth Herman Winter; Alan Dana Woolman; Mary Ellen Wyman; Jack Duane Zink.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Rosemary Blanchard; Helen Ruth Case; Emily Greta Halby; Marjorie Elizabeth Jackson; Lucy Agnes Landry; Marjorie Joy Whipple; Emanuel Sanford Wieder.

BACHELOR OF SCIENCE IN EDUCATION

Betty Jane Benton, B.A.; Hamilton Rochester Bowen; Agnes Rose Buchman; Pauline Theresa Buchman; Margaret Emma Butzow; Betty Jane Cloak; Earl Maxwell Cox; Mary Catherine Creagh; Mary Helen Crotty; Edna May Davis; Estella Cornell Dennison; Ruth Lynn Dillon, B.A.; Eleanor Marie Ealy, B.Fine Arts; Emma Katherine Englehart; Raymond Arthur Fauver; Lois Katherine Grant; Stuart Alexander Green; Yetta Greenstein; Elizabeth LeVan Guest; Winifred Gwendolyn Hallier; Justine Estella Hannan; Vera Parkin Hansel; Michael Kowan, B.A., A.M. (University of Chicago); Bertha Elizabeth Kramer; Margaret Agnes Langenderfer, Ph.B. (University of Toledo); Ruth Frances Lea; Gordon Burdett Leonard; Antonietta Maria Linsalata, B.A. in Social Work (Schauffler School); Anne Dolores Madaras; Elizabeth Brown Masheter, B.A.; Cornelia Colton Menges; Harry Willard Millhuff; Florence Hamilton Muehlhauser; Florence Martha Maske; Ruth Marie Neumeister; Lois Niswonger;

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Paul Oliver Parker; Don Harold Poston; Thelma Jayne Rodgers; Ruth Lillian Russell; Miriam Harriet Sayre; Elaine Weimer Seeger; Anita Romaine Speakman; Harriet Miriam Viel; Evelyn Gibbs Weaver; Florence Stradell Weisblat; George Oliver Wright.

BACHELOR OF ARCHITECTURE

Raymond Edward Clouse; Harry Edgar Phillian; John Edward Warner, Jr.

BACHELOR OF CERAMIC ENGINEERING

Eugene Murray Lannes; Victor John Solomon.

BACHELOR OF CHEMICAL ENGINEERING

Jefferson Calvin Cole; John Robert Griest; Frederick Edwin Miller; Howard John Orlowski; Woodrow Wilson Portz.

BACHELOR OF CIVIL ENGINEERING

Edson James Buehler; Robert Eugene Emmenegger; Lloyd Crawford Gilbert; Randle Burton Hickman, Jr.

BACHELOR OF ELECTRICAL ENGINEERING

Lewis Driskell Evans; Ray Paul Stokely; Albert Carl Wurdack, Jr.

BACHELOR OF ENGINEERING IN MINING

Basil Henry Minnich, Jr.; Carl Robert Temple.

BACHELOR OF INDUSTRIAL ENGINEERING

Robert Scott Carnhan; Paul Clowser Hartman; Roger Frederick Kurzen; Robert Alfred Lerche; John Raymond Stair.

BACHELOR OF MECHANICAL ENGINEERING

Jerome Andrew Church; Robert Burrel Heston; John Charles Lewis; Clarence Allen Mettler; Harry James Sands, Jr.; Wendell Floyd Stewart.

BACHELOR OF SCIENCE IN PHARMACY

Margaret Jones Clark; Richard John Weaver.

CERTIFICATE OF GRADUATE NURSE

Justine Estella Hannan.

* * * * *

Acting President McPherson now reported the death of Frank H. Haskett, Emeritus Professor of Photography, Royal D. Hughes, Professor and Chairman of the Department of Music, and Hurlbut S. Jacoby, Research Director of the Ohio State University Research Foundation, and presented the following minutes for the record of the Board:

Frank H. Haskett held the position of Instructor in Architecture at the Ohio State University from 1907 until 1927. At the latter date he was elected Professor and Chairman of the Department of Photography, a position which he held until 1937. Because of illness he was then made Emeritus Professor of Photography, a position which he held until the time of his death on November 8, 1938.

Professor Haskett was not only a photographer of the

highest rank but he built up in our University a Department of Photography of which we are all proud. His artistic pictures scattered through the various publications of the University will ever serve to remind us of this kindly man whom we all appreciated and loved. Every member of our University staff knew him and we all sorrow at his passing. The Board of Trustees hereby expresses its great appreciation of Professor Haskett's contribution to the University as well as its sorrow for his untimely death.

Royal Delaney Hughes studied at Monmouth College, Harvard University and also under private teachers in Berlin and Paris. He was Director of the Summer School of the Ohio State University from 1921 to 1925. He was then elected Professor of Music and Chairman of the Department of Music in this University, a position which he held until the time of his death on November 7, 1938.

Professor Hughes was not only an outstanding teacher of his subject, but an indefatigable worker. With comparatively little equipment but with outstanding enthusiasm, he succeeded in building up in our University a Department of Music that stands high among similar departments in other colleges and universities. He showed wise judgment in the selection of teachers who worked with him untirelessly through the years. It is not too much to say that he gave his life to the University because his death was undoubtedly the result of overwork in his desire to make the Department of Music second to none in our country. The Board of Trustees expresses its appreciation for his services by establishing a free tuition scholarship in the University for his daughter.

Hurlbut S. Jacoby received the A.B. degree from Cornell University in 1908 and the degree C.E. in 1910. He then served as engineer in different industrial organizations. On January 1, 1935, he was made Director of Industrial Research and Field Director of the Engineering Experiment Station at the Ohio State University. In 1937 the additional title of Research Director of the Ohio State University Research Foundation was given him and he remained in this position until the time of his death, November 16, 1938.

While Mr. Jacoby was connected with the University for the limited period of not quite four years, nevertheless in that time he succeeded in organizing the Ohio State University Research Foundation and in establishing it on a firm basis. Many of the prominent industrialists of the state showed their great confidence in him by not only cooperating in the up-building of the Research Foundation but by asking his help in carrying out researches of the highest importance. The success of the Research Foundation is assured and it will ever stand as a memorial to its first Director.

The Board of Trustees of the University hereby expresses its great appreciation for Mr. Jacoby's work in building up the Research Foundation on a broad basis and its sorrow at his untimely death.

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Acting President McPherson presented a communication from Dean J. H. J. Upham of the College of Medicine, transmitting the recommendation of the Executive Committee of Starling-Loving Hospital that the Dean of the College of Medicine be placed on a full time basis, effective January 1, 1939.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, this request was referred to a special committee to be appointed by the Chairman for investigation and report back to the Board. The Chairman appointed Dr. Altmaier, Dr. Russell and Mr. Atkinson as members of such a committee.

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Acting President McPherson presented a second communication from Dean J. H. J. Upham of the College of Medicine relative to the need for additional nursing service in Starling-Loving Hospital, beginning January 1, 1939.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, this matter also was referred, for investigation and report, to the special committee consisting of Dr. Altmaier, Dr. Russell and Mr. Atkinson.

* * * * *

The Secretary now presented the following items which were, upon motion of Mr. Dargusch, seconded by Dr. Altmaier, unanimously approved:

That the completion date of the contract with the Lord and Burnham Company for the new Horticultural Greenhouse be extended from November 15, 1938 to January 1, 1939.

That the completion date of the contracts with C. Barthelmes for the Building Excavations for the Men's and Women's Dormitories be extended from December 15, 1938 to January 31, 1939.

That the following report of the University Architect and actions of the Cabinet relative to bids received on December 5, 1938, and contract awarded in connection with the Building Excavation and Wrecking for the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F) be approved and made a part of the record of this meeting:

CABINET MINUTES

Columbus, Ohio
December 5, 1938.

The Cabinet met in the office of the Secretary at 2:00 P. M.

Present: Messrs. McCracken, Smith, Steeb, Elleman, and Ralph E. Kinnear, Resident Engineer Inspector of PWA.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on November 5, 1938, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for Building Excavation and Wrecking for the Faculty Assembly Unit. The following bids were received, read and tabulated:

Bidder	Building Wrecking and Excavation	Amount of Bond	Unit Price per Cubic Yard for Additional Excavation
C. Barthelmes	\$3,094.25	\$3,500.00	\$.65
Barricklow Construction Company.....	2,800.00	2,800.00	.50
George J. Igel and Company, Inc.....	2,791.00	2,800.00	.50

Upon motion, the above bids were turned over to the Architect for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio
December 8, 1938.

The Cabinet met in the office of the Secretary at 9:00 A. M.

Present: Messrs. McPherson, Smith, McCracken, Elleman, and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received December 5, 1938, for Building Excavation and Wrecking for the Faculty Assembly Unit.

December 8, 1938.

University Cabinet,
Administration Building.

Re: Faculty Assembly Unit

Gentlemen:

PWA Docket No. Ohio 2158-F

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet December 5, 1938, pursuant to advertisement for the Building Excavation and Wrecking for the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F) and submit the following report:

- (1) I find that the low bid is regular in every respect and below the estimate of cost in the amount of \$7,450, approved by the State Director of Public Works, the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA) and on file with the Auditor of State.
- (2) I recommend that under authority granted by the Board of Trustees of the Ohio State University at its meeting held November 5, 1938, the University Cabinet recommend to the State Director of Public Works the award of the contract to the low bidder as follows:

George J. Igel & Co., Inc. . . . \$2,791.00

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the Cabinet by unanimous vote approved the above recommendation of the University Architect, and directed the Architect to advise the Director of Public Works of this recommendation.

That the bill presented by Thomas M. Miller for services rendered in connection with the preparation of transcripts and indentures for the Men's and Women's Dormitories, in the amount of \$750, be approved, said payment to be made under Classification 5-Legal, Administrative and Overhead Division, as follows:

Men's Dormitory Construction Account. \$469.88
Women's Dormitories Construction Account. 280.12

That the request of the Board of County Commissioners of Franklin County, Ohio, under date of October 20, 1938, for an easement for highway purposes covering that portion of the Olentangy Road in Clinton and Sharon Townships of Franklin County, Ohio, running through the lands under control of the Ohio State University, be approved under authority of Section 7950-1 G. C., subject to the reservation that any expenses involved in the relocation of fences in said area shall be paid for by the Board of County Commissioners of Franklin County, Ohio, and that the Secretary be directed, for and on behalf of the Board of Trustees, to execute the proper easements to carry the above request into effect.

That the Chief Engineer of the City of Columbus be now advised that the Board of Trustees will present to the next session of the Legislature a bill requesting authority to dedicate to the city of Columbus, for the purpose of widening Olentangy Boulevard as a safety measure, a strip of ground approximately 36 feet in width at King Avenue and 22 feet in width at the corporation line which is located 200 feet north of King Avenue. This is in accordance with the request of Mr. P. W. Maetzel, Chief Engineer, under date of July 23, 1938.

That the Secretary be directed to request of the State Controlling Board the following transfers of funds:

Transfer from:

E-9 Tools and Machinery	\$1,845.00
F-1 Building Repairs	533.00
F-9 Commerce Extension	2,800.00

\$5,228.00

Transfer to:

C-4 Office Supplies	\$ 353.62
C-4a Postage	291.72
C-11 General Supplies	4,303.70
F-5 Freight and Express.....	278.96

\$5,228.00

The Board now went into executive session.

The following motion was presented by Dr. Altmaier and seconded by Mr. Thompson:

"It is the present sense of a majority of the Board that we look outside the University in selecting a President."

The roll call upon this motion resulted as follows:

Ayes: Messrs. Altmaier, Thompson, Russell, Dargusch, and Miss Campbell.

Nays: Messrs. Caton and Atkinson.

The Chairman declared the motion carried.

The Board now resumed its regular session and in the absence of Chairman Caton who was compelled to leave, the Vice-Chairman, Miss Campbell, took the chair.

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Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Secretary was directed to pay to the estate of the late Royal D. Hughes,

Chairman of the Department of Music, the sum of \$1,821.66, the amount due Dr. Hughes for earned vacation.

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Dr. Altmaier presented the following resolution and moved its adoption:

The ground-breaking one week ago for the construction of the first unit of the Men's Dormitory and of substantial addition to the present Women's Dormitories provides the occasion for an expression of appreciation by the University to the organized alumni.

The Board of Trustees recognizes fully and acknowledges with gratitude the interest, the initiative and industry of the Alumni Board of Visitors in making the dormitory project possible. Especially, the Board of Trustees expresses its thanks to the special subcommittee of the Board of Visitors—Messrs. Harry R. Drackett, James F. Lincoln, and Theodore H. Tangeman—which made special studies of student housing needs in cooperation with University officials, collected useful statistics and data, and appraised financial considerations prerequisite to the successful inauguration of the project.

The Board desires also to commend the indispensable service of its member-colleague, Mr. Carlton S. Dargusch, whose rapid and effective negotiations for issuance and sale of the dormitory bonds at a most favorable price made possible prompt action in the award of preliminary contracts and in the start of the work.

Long needed and earnestly desired, the expansion of present campus facilities for student housing brings the University into a new era of progress and development in its program of constructive undergraduate relations.

The motion was seconded by Mr. Atkinson and was upon roll call unanimously adopted.

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Acting President McPherson now presented his recommendation of requests for the biennium budget for 1939-1940 covering the operating expenses of the University.

After giving detailed consideration to the various items contained in the budget of requests, the Board, upon motion of Dr. Russell, seconded by Mr. Thompson unanimously approved the budget as presented, and directed that the same be presented to the Director of Finance in accordance with law.

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Dr. McPherson presented also his recommendations for a building budget covering the immediate and urgent needs for buildings on the Ohio State University campus.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the recommendations of the Acting President were upon roll call unanimously approved with the instructions that this proposed budget of buildings be presented to the next session of the Legislature for its consideration in making up a general state building program.

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12-12-'38

Acting President McPherson now presented the biennium budget of requests for the Agricultural Extension Division as recommended by Dean John F. Cunningham and Director Harry C. Ramsower.

Upon motion of Mr. Thompson, seconded by Dr. Altmaier, this budget of requests was upon roll call unanimously approved as presented, and it was ordered that the same be presented to the Director of Finance in accordance with law.

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Thereupon the Board adjourned to meet upon call of the Chairman.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND NINTH MEETING
OF THE BOARD OF TRUSTEES

Columbus, Ohio, January 9, 1939.

The Board of Trustees met in the office of Mr. Herbert S. Atkinson, 33 North High Street, at 9:30 A. M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, M. Edith Campbell, Dr. Burrell Russell and Lockwood Thompson.

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The minutes of the last meeting were approved.

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The Secretary presented the following letter from the Mid-State Realty Company:

December 20, 1938.

Mr. Carl E. Steeb, Secretary,
Board of Trustees,
Ohio State University,
Columbus, Ohio.

Dear Mr. Steeb:

Confirming our conversation, we are willing to accept \$23,000 rental for Neil Hall during the year 1939.

You understand, this in no way modifies the terms of the original agreement entered into October 1, 1932, whereby the Mid-State Realty Company leases the premises known as Neil Hall to the Ohio State University, nor does it preclude our right to the regular rental of \$30,000 per year under the terms of the lease, for subsequent years.

We trust that earnings will improve to a point where the original contract price for the property may be paid to us but appreciate the situation at present.

Thanking you for your cooperation.

Yours very truly,

THE MID-STATE REALTY COMPANY,
(Signed) Harry V. Anderson,
President.

Upon motion of Mr. Thompson, seconded by Dr. Russell, the above proposal of the Mid-State Realty Company was upon roll call unanimously accepted, and the Secretary was directed to pay to the Mid-State Realty Company the sum of \$23,000 for the calendar year 1939 as rental for Neil Hall.

* * * * *

The Secretary presented the form of lease prepared by the State Conservation Council whereby the Council leases to the Ohio State University for a period of fifteen years, for dormitory and residence purposes in connection with the Franz Theodore Stone Laboratory, the

Smith property located on South Bass Island. The terms of the lease call for the payment of \$1 annually by the University to the State Conservation Council.

Upon motion of Dr. Russell, seconded by Mr. Atkinson, the lease as presented was upon roll call unanimously approved, and the Chairman and Secretary of the Board were directed to execute said lease for and on behalf of the Board of Trustees.

* * * * *

The Board now recessed to attend the inaugural reception for Governor-elect John W. Bricker.

The Board resumed its session at 11:00 A. M., with the same members present.

* * * * *

The Secretary reported that, pursuant to action of the Board of Trustees on December 12, 1938, easements for highway purposes covering the Olentangy River Road were drawn up by the Board of County Commissioners of Franklin County and accompanied by a check for \$200 made payable to the Ohio State University for payment of expense of removal and relocation of fences in said area.

The easements have been duly executed and the check has been deposited in a special Rotary fund for the purpose designated.

* * * * *

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Board by unanimous vote directed the Secretary to have a separate bill prepared for legislative action covering the granting of easements for highway purposes to the city of Columbus in connection with a certain area lying west of Doe Alley, as agreed to by the Board at its meeting held July 11, 1938, and also for a tract of land lying east of the Olentangy Boulevard, at the corner of King Avenue, as agreed to by the Board at its meeting held December 12, 1938.

* * * * *

Satisfactory evidence having been presented that the original diploma had been destroyed by fire, it was moved by Dr. Russell, seconded by Mr. Atkinson, and ordered by unanimous vote that a duplicate diploma be granted to Alexander Redniss who received the degree of Master of Science on June 11, 1934.

* * * * *

Acting President McPherson now presented the following recommendations which were, upon motion of Dr. Russell, seconded by Miss Campbell, unanimously approved:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Eva M. Kinsey	Home Dem. Agent, Washington County	Jan. 15, 1939	\$2,600.00
William S. Plumer	Asst. Co. Agr. Agent, Lucas County	Dec. 31, 1938	1,900.00
<i>College of Agriculture Administration</i>			
Dorothy Noble	Stenographer	Dec. 17, 1938	960.00
Maxine Goodwin	Stenographer (part time)	Dec. 31, 1938	480.00

<i>Agricultural Education</i>			
John B. McClelland	Assistant Professor	Dec. 31, 1938	3,800.00
<i>Animal Husbandry</i>			
Paul L. Good	Laborer	Dec. 31, 1938	792.00
<i>Botany</i>			
Russell C. Slutz	Graduate Assistant	Dec. 31, 1938	450.00
<i>Horticulture and Forestry</i>			
Frank Baumberger	Student Laborer	Dec. 31, 1938	600.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Edward A. Steinhaus	Graduate Assistant	Dec. 31, 1938	450.00
<i>Chemistry</i>			
John M. Butler	Graduate Assistant	Dec. 31, 1938	450.00
<i>College of Engineering</i>			
<i>Engineering Drawing</i>			
Lloyd Gilbert	Student Assistant	Dec. 31, 1938	300.00
<i>College of Medicine</i>			
<i>Anatomy</i>			
Virgil L. Cross	Assistant (part time)	Dec. 31, 1938	450.00
<i>Dispensaries</i>			
Rollo W. Bonnell	Assistant	Dec. 31, 1938	96.00
<i>Obstetrics</i>			
Rollo W. Bonnell	Instructor	Dec. 31, 1938	No salary
<i>Pathology</i>			
Ralph M. Hartwell	Instructor	Dec. 31, 1938	2,400.00
Dora E. Cooper	Curator, Medical Museum	Dec. 31, 1938	1,440.00
Kenneth F. Hausfeld	Resident Pathologist	Dec. 31, 1938	600.00
<i>Starling-Loving Hospital</i>			
<i>Emergency Room</i>			
Charlotte Bennett	Head Nurse	Dec. 31, 1938	1,254.00
Alvis			
<i>Nursing Care (Rotary)</i>			
Leonora Weaver	Assistant Head Nurse	Dec. 18, 1938	1,080.00
Florence Price	General Duty Nurse	Dec. 24, 1938	900.00
Sara Rice	General Duty Nurse	Dec. 31, 1938	900.00
<i>Dietary</i>			
Mary Brooks	Diet Kitchen Helper	Dec. 31, 1938	588.00
<i>Graduate School</i>			
Sherwood C. McIntyre	Lumley Memorial Fellow	Dec. 31, 1938	450.00
Esther Harshbarger	Stenographer (part time)	Dec. 31, 1938	510.00
<i>Administrative Division</i>			
<i>Dean of Men's Office</i>			
Harry E. Young	Advisory Business Manager, Student Publications	Dec. 31, 1938	870.00
<i>Physical Plant Division</i>			
<i>Light, Heat and Power—Generation</i>			
Clarence Snider	Fireman	Dec. 31, 1938	1,740.00
<i>Police and Watchmen</i>			
Monroe F. Walters	Police and Watchman	Dec. 31, 1938	1,296.00
Robert L. Albright	Nightwatchman	Dec. 31, 1938	1,200.00
<i>Roads and Grounds</i>			
John Birle	Laborer	Dec. 31, 1938	1,440.00
<i>Laundry</i>			
Bernadine Herderick	Laundress	Dec. 15, 1938	888.00

Pomerene Refectory
 Ruth Wertz Cook Nov. 30, 1938 600.00
 * * * * *

Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Eva M. Kinsey	Asst. State Leader, 4-H Club Work	Jan. 16, 1939		\$3,000.00
Navy F. Claytor	Home Dem. Agent, Washington County	Jan. 2, 1939		2,400.00
<i>College of Agriculture Administration</i>				
Martha Joanna Horst	Stenographer	Dec. 19, 1938		960.00
<i>Animal Husbandry</i>				
Herbert M. Barnes	Student Laborer	Jan. 1, 1939		792.00
<i>Botany</i>				
Darrell M. McLean	Graduate Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period
<i>Horticulture and Forestry</i>				
Charles Arnold	Student Laborer	Jan. 1, 1939		600.00
<i>Poultry Husbandry</i>				
Charles P. Colwell	Laborer	Jan. 1, 1939		1,200.00
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
John L. Schwab	Assistant (part time) (Salary to be paid from the National Foundation for Infantile Paralysis Fund— Rotary No. 7501)	Jan. 1, 1939 (12 months)		600.00
Charles W. Botts	Graduate Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period
Sanford B. Rosenman	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
Eugene W. Cook, Jr.	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
Robert E. Schneider	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
Thomas W. Green	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
Max E. Tyler	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
Henry Fineberg	Student Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period
<i>Chemistry</i>				
John Carl Beltz	Research Assistant (Salary to be paid from the American Petroleum Institute Hydrocarbon Foundation Fund)	Jan. 1 to June 30, 1939		900.00 period
Harry V. Zahm	Graduate Assistant	Jan. 1, 1939	Wi.Sp.	300.00 period
*Glenn Breen	Storeroom Manager *(Salary to be paid from Laboratory Supply Store—Pro rata funds)	Jan. 1, 1939		1,500.00
<i>English</i>				
Charles R. Mangam	Assistant	Jan. 1, 1939	Wi.	360.00 period
John L. Stewart	Assistant	Jan. 1, 1939	Wi.	120.00 period
<i>College of Education Administration</i>				
Carolyn W. Welsh	Stenographer	Jan. 24, 1939 for 4¼ months		340.00 period
<i>Bureau of Educational Research</i>				
I. Keith Tyler	Assistant Professor and Research Associate	Jan. 1 to June 30, 1939		2,000.00 period

<i>Education</i>					
R. H. Richards	Assistant	Jan. 1, 1939	Wi.		300.00 period
<i>University School</i>					
Josephine Cronin	Cook	Jan. 1 to June 30, 1939			342.00 period
Dora Radebaugh	Cook	Jan. 1 to June 30, 1939			324.00 period
Nellie Gray	Cook	Jan. 1 to June 30, 1939			818.00 period
John Cute	Kitchen Helper	Jan. 1 to June 30, 1939			210.00 period
	(Salaries to be paid from Dining Hall Rotary No. 8260)				
<i>College of Engineering</i>					
<i>Electrical Engineering</i>					
Frank H. Andrix	Instructor	Jan. 1, 1939	Wi.Sp.		900.00 period
<i>Engineering Drawing</i>					
Robert E. Smith	Student Assistant	Jan. 1, 1939	Wi.Sp.		200.00 period
<i>College of Medicine</i>					
<i>Anatomy</i>					
Robert H. English	Assistant (part time)	Jan. 1, 1939	Wi.Sp.		300.00 period
<i>Dispensaries</i>					
Dana W. Cox	Assistant	Jan. 1, 1939 (12 months)			96.00
<i>Pathology</i>					
Sylvester F. Crynes	Instructor	Jan. 1, 1939	Wi.Sp.		900.00 period
Ralph M. Hartwell	Assistant in Clinical Pathology	Jan. 1, 1939	Wi.Sp.		450.00 period
Mildred E. Bottigheimer	Technical Assistant	Jan. 1, 1939 (12 months)			1,080.00
Marion B. Parkinson	Technical Assistant (part time)	Jan. 1, 1939	Wi.Sp.		300.00 period
<i>Physiological Chemistry</i>					
Samuel Rosenfeld, Jr.	Assistant	Jan. 1, 1939	Wi.		200.00 period
<i>Starling-Loving Hospital</i>					
<i>Nursing Care</i>				<i>Code</i>	
Mary R. Williams	General Duty Nurse	Dec. 10, 1938 to June 30, 1939	(3&4)		503.23 period
Mary M. Roberts	General Duty Nurse	Dec. 10, 1938 to June 30, 1939	(3&4)		503.23 period
Lucille S. Klatte	General Duty Nurse	Dec. 10, 1938 to June 30, 1939	(3&4)		503.23 period
Charlotte Ford	General Duty Nurse	Dec. 10, 1938 to June 30, 1939	(3&4)		503.23 period
Ruth Evans	General Duty Nurse	Dec. 10, 1938 to June 30, 1939	(3&4)		503.23 period
Mildred L. Conway	General Duty Nurse	Dec. 10, 1938 to June 30, 1939	(3&4)		503.23 period
Leota Combs	General Duty Nurse	Dec. 14, 1938 to June 30, 1939	(3&4)		493.56 period
Gertrude M. Bent	General Duty Nurse	Dec. 17, 1938 to June 30, 1939	(3&4)		486.30 period
Mary Coles	General Duty Nurse	Dec. 22, 1938 to June 30, 1939	(3&4)		474.20 period
Ruth B. Sidders	General Duty Nurse	Dec. 22, 1938 to June 30, 1939	(3&4)		474.20 period
Cecelia O. Buterbaugh	General Duty Nurse	Dec. 22, 1938 to June 30, 1939	(3&4)		474.20 period
Frances E. Craggs	General Duty Nurse	Jan. 1 to June 30, 1939	(3&4)		450.00 period
Frances Hiser	General Duty Nurse	Jan. 1 to June 30, 1939	(3&4)		450.00 period
Hazel Bianchi	General Duty Nurse	Jan. 1 to June 30, 1939	(3&4)		450.00 period
Sara McClelland	General Duty Nurse	Jan. 2 to June 30, 1939	(3&4)		447.58 period

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Verna Schmidt	General Duty Nurse	Jan. 3 to June 30, 1939	(3&4)	445.16 period
Judy Ellen Rogers	Nurses Aide	Dec. 1, 1938	(3&4)	504.00
<i>Laboratories</i>				
Ralph Hartwell	Assistant Resident in Pathology	Jan. 1, 1939	(5)	300.00
<i>Emergency Room</i>				
Jessie Ullman	Supervisor	Jan. 1, 1939	(3&4)	1,200.00
<i>Starling-Loving Hospital—Rotary No. 7727</i>				
<i>Nursing Care</i>				
Jean Tinklepaugh	Assistant Head Nurse, Obstetrics	Dec. 20, 1938	(3&4)	1,080.00
Elsie Minnich	General Duty Nurse	Jan. 1, 1939	(3&4)	900.00
Margaret E. Ross	General Duty Nurse	Jan. 9, 1939	(3&4)	900.00
<i>College of Veterinary Medicine</i>				
Victor Gene Foust	Technical Assistant	Jan. 1, 1939	(12 months)	1,104.00
<i>Graduate School</i>				
Lewis Philip Harris	Sherwin-Williams Company Fellow	Oct. 1, 1938	Au.Wi.Sp.	1,200.00
(Salary to be paid direct by the Sherwin-Williams Company)				
Clair C. Alexander	Sherwin-Williams Company Fellow	Jan. 1 to Apr. 30, 1939		240.00 period
(Salary to be paid from the Sherwin-Williams Company Fund)				
Howard J. Orlovski	Austenal Laboratories Fellow	{ Jan. 1 to June 30, 1939 { Oct. 1 to Dec. 31, 1939		900.00 period
(Salary to be paid from the Austenal Laboratories Inc. Fund)				
Samuel V. Bennett	Lumley Memorial Fellow	Jan. 1, 1939	Wi.Sp.	300.00 period
(Salary to be paid from the Frederick Hillis Lumley Memorial Fund)				
James David King	Scholar	Jan. 1, 1939	Wi.	100.00 period
(Salary to be paid from the Comly Research Fund)				
Edward A. Steinhaus	Scholar	Jan. 1, 1939	Wi.Sp.	250.00 period
John Mann Butler	American Petroleum Institute Research Foundation Fellow	Jan. 1 to Aug. 31, 1939		400.00 period
(Salary to be paid from the American Petroleum Institute Hydrocarbon Foundation Fund)				
<i>Administrative Division</i>				
<i>Dean of Men's Office</i>				
Wayne V. Harsha	Advisory Business Manager, Student Publications	Jan. 1 to June 30, 1939		450.00 period
(Salary to be paid as follows: \$150 from General Activities Fee Fund \$300 from Student Publications Sinking Fund)				
<i>Physical Plant Division</i>				
<i>Betterment of Buildings—Carpenters</i>				
Lawrence Kurfis	Carpenter	Jan. 4, 1939		1,980.00
Carl Glade	Carpenter	Jan. 1, 1939		1,980.00
Fred Uhle	Carpenter	Jan. 9, 1939		1,980.00
John Scholten	Carpenter	Jan. 4, 1939		1,980.00
Charles Baker	Carpenter	Feb. 1, 1939		1,980.00
<i>Betterment of Buildings—Painters</i>				
Arthur Lewis	Painter	Jan. 1, 1939		1,740.00
<i>Light, Heat and Power—Generation</i>				
Clarence Snider	Engineer	Jan. 1, 1939		1,920.00
John Kelley	Ashwheeler	Jan. 1, 1939		1,260.00
<i>Light, Heat and Power—Machinists</i>				
Bacile G. DeWitt	Machinist's Helper	Jan. 1, 1939		1,296.00
<i>Police and Watchmen</i>				
Thomas S. Woolley	Nightwatchman	Jan. 1, 1939		1,200.00
Floyd J. Dober	Nightwatchman	Jan. 1, 1939		1,200.00
<i>Roads and Grounds</i>				
Albert McConaha	Laborer	Jan. 1, 1939		1,200.00

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<i>Janitor Service</i>			
John Birle	Handyman	Jan. 1, 1939	1,440.00
Robert L. Albright	Janitor	Jan. 1, 1939	1,200.00
Merle E. Smith	Janitor	Jan. 1, 1939	1,200.00
Monroe F. Walters	Janitor	Jan. 1, 1939 for 10 months	950.00 period
<i>Laundry</i>			
Mildred Mercer	Laundress	Dec. 16, 1938	888.00
<i>Athletics</i>			
Stacey Hall	Assistant Wrestling Coach	Jan. 1, 1939 for 3 months	300.00 period
*	*	*	*

Changes in Title

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Home Economics</i>			
Mary Jane Madden	Student Assistant	Graduate Assistant	Jan. 1, 1939
<i>Zoology and Entomology</i>			
Paul J. Seyler	Assistant	Instructor (part time)	Wi. Qr. only
<i>College of Arts and Sciences</i>			
<i>English</i>			
David Dickason	Graduate Assistant	Assistant	Wi. Qr. only
Douglas Angus	Graduate Assistant	Assistant	Wi. Qr. only
Robert Maurer	Graduate Assistant	Assistant	Wi. Qr. only
Victor Elconin	Graduate Assistant	Assistant	Wi. Qr. only
Robert M. Ross	Graduate Assistant	Assistant	Wi. Qr. only
<i>Physical Plant Division</i>			
<i>Betterment of Buildings—Carpenters</i>			
A. H. Sipple	Carpenter	Carpenter-Foreman	Jan. 1, 1939
<i>Light, Heat and Power—Generation</i>			
Lester A. Hall	Fireman-Pumpman	Fireman	Jan. 1, 1939
*	*	*	*

Changes in Salary

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Agriculture</i>				
<i>Zoology and Entomology</i>				
Paul J. Seyler	Instructor (part time)	Wi. Qr. only	\$ 300.00 period	\$ 500.00 period
<i>College of Arts and Sciences</i>				
<i>English</i>				
Hyatt H. Waggoner	Assistant	Wi. Qr. only	954.00	1,404.00
David Dickason	Assistant	Wi. Qr. only	450.00	810.00
Douglas Angus	Assistant	Wi. Qr. only	450.00	810.00
Robert Maurer	Assistant	Wi. Qr. only	450.00	810.00
Victor Elconin	Assistant	Wi. Qr. only	450.00	756.00
Robert M. Ross	Assistant	Wi. Qr. only	450.00	540.00
<i>Physical Plant Division</i>				
<i>Betterment of Buildings—Carpenters</i>				
A. H. Sipple	Carpenter-Foreman	Jan. 1, 1939	2,160.00	2,280.00
<i>Light, Heat and Power—Generation</i>				
Lester A. Hall	Fireman	Jan. 1, 1939	1,500.00	1,740.00
*	*	*	*	*

Changes in Quarters of Service

Name	Title	From	To
<i>College of Education</i>			
<i>Psychology</i>			
Kenneth E. Clark	Assistant	Su. } '39 } Au.Wi.	1938-1939 Au.Wi. eff. 11-16-38
<i>Physical Education for Men</i>			
Delbert Oberteuffer	Professor	Su.Au. Sp.	Au.Wi.Sp.
*	*	*	*

*Miscellaneous
Recommendations*

That Jacob B. Taylor, Professor in the Department of Accounting, be granted a leave of absence, effective January 9, 1939, without salary, for the Winter, Spring, and Summer Quarters, 1939, in order to accept the position of Director of Liquor Control under the administration of Governor John W. Bricker.

That the Dean of the College of Commerce and Administration and the Acting President of the University be given authority to appoint such additional member or members of the instructional staff as may be necessary to replace Professor Taylor during his leave of absence, with the understanding that the total sum paid to such added help shall not exceed the sum saved by granting Professor Taylor's leave of absence.

That Mrs. Katharine H. Oberteuffer, Professor in the Department of Physical Education for Women, be granted a leave of absence, without salary, for the Winter Quarter 1939.

That the action regarding increase of fees in the College of Medicine taken by the Board of Trustees at its meeting held on December 12, 1938, be rescinded.

That the non-returnable laboratory deposit in the College of Medicine be increased from \$38 per quarter to \$65 per quarter, effective with the Autumn Quarter 1939.

That in order to meet emergencies in several divisions of the School of Home Economics, \$4000 be transferred from Pomerene Refectory Rotary Funds to Rotary Fund No. 8211, effective December 12, 1938, and that the salary of Alwine H. Meyer, Instructor, and the increase in salary for LaRoux Roebuck, Assistant, which were authorized by the Board of Trustees on December 12, 1938, be paid from Rotary Fund No. 8211.

That the rule of the Board of Trustees covering the expenditures in Rotary Fund No. 7280 be amended so that any excess receipts over and above the cost of printing and binding be made available for the use of the Graduate School, effective at once.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$50 from Chi Delta Phi, Literary Honor Society, to be credited to the Gertrude Lucille Robinson Memorial Fund;

\$200 from Mrs. William N. Harder, the second payment for the year 1938-1939 on the Pan American Scholarship;

\$250 from Mr. Robert Lazarus, representing the final payment on a subscription of \$1000 for furtherance of the work of the School of Social Administration;

\$250 from the School of Social Administration Associates, Inc. for the establishment of a scholarship.

That the proposal of the School of Social Administration Associates, Inc. to establish a scholarship (\$1000) to be known as the School of Social Administration Associates Scholarship, be approved and the appreciation of the Board of Trustees be appropriately expressed. The money for this scholarship is obtained as follows:

\$250 from School of Social Administration Associates, Inc.

250 from Mr. Robert Lazarus

500 from Rotary Fund No. 7722, which fund represents money raised by Professor C. C. Stillman from various persons for the work of the School of Social Administration.

That the contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following projects be reported to the Board of Trustees for information and record:

National Paving Brick Association, Washington, D. C.—Investigation of Paving Brick and their use (to be known as National Paving Brick Association Fellowship, Foundation No. 6-A; E.E.S. K-17-A);

Austen Laboratories, Incorporated, New York City—Investigation of Dental Porcelains (to be known as Austenal Laboratories Fellowship, Foundation No. 38; E.E.S. K-42);

Kaolin Corporation, Spruce Pine, North Carolina—Investigation of Washed Kaolin for Pottery Manufacture (to be known as Kaolin Corporation Fellowship, Foundation No. 20-A; E.E.S. K-35);

Stark Brick Company, Canton, Ohio—Investigations of Glazed Brick (to be known as Stark Brick Company Fellowship, Foundation No. 17; E.E.S. K-38).

That the report of the Council on Instruction concerning new courses and changes in courses for the year 1939-1940, be approved.

That the Board of Trustees approve the first year projects for which the Board of Directors of the Ohio State University Development Fund proposes to solicit contributions.

* * * * *

Acting President McPherson now presented a communication from John B. Fullen, Executive Secretary of the Ohio State University Development Fund, together with the proposed budget covering operating requirements to June 30, 1939, which form the basis for a request to the Board of Trustees by the Trustees of the Ohio State University Development Fund that an additional appropriation of \$5,000 be made by the Board of Trustees of the University to carry on the work of the Development Fund to June 30, 1939.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, \$5,000 was appropriated, by unanimous vote, from the Interest on Endowment Fund for the use of the Ohio State University Development Fund to take care of the operating requirements to June 30, 1939.

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The Board now recessed for luncheon.

The Board resumed its session at 2:00 P. M. at the Columbus Club, with the same members present.

* * * * *

The University Architect, Mr. Howard Dwight Smith, now presented the drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the proposed Women's Dormitories (PWA Docket No. Ohio 2095-F).

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Board upon roll call unanimously approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Women's Dormitories, and directed the Secretary to present same to the Director of Public Works for his approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

Mr. Thompson reported that in accordance with actions taken by this Board at its meeting held November 5, 1938, a conference with representatives from the other state universities of Ohio was held on Saturday, January 7th at the University to consider a proposed plan for a state policy of higher education.

Mr. Thompson stated further that it was agreed by the representatives present that a resolution should be prepared covering the conclusions reached at the conference, said resolution to be presented to each of the respective Boards of Trustees for its consideration and action.

Thereupon Mr. Thompson offered the following resolution and moved its adoption:

WHEREAS, there was held at Columbus, Ohio, on Saturday, January 7, 1939, a conference of trustee and administrative representatives of the following state universities—the Ohio University, Miami University, Ohio State University, and Kent State University—to consider together the policies, programs, and financial needs of these several universities, and

WHEREAS, in view of the critical financial emergency confronting the state of Ohio during the current biennium, it was recognized that the problem of adequate financial support for the maintenance and development of the state universities is one which cannot and should not be presented to the Governor and the General Assembly of Ohio in individually competitive terms but rather in terms of an efficiently and economically planned program for state-supported higher education as a whole, and

WHEREAS, certain definite proposals were considered to implement practically and immediately a consensus of intention among the state universities to act jointly and cooperatively in their relations with the Governor and the General Assembly with respect to legislation and appropriations during the current biennium,

THEREFORE, BE IT RESOLVED that the Board of Trustees hereby authorizes and directs the President and such other representatives of this University as the Board may designate, to:

1. Join with the officers and trustees of the other state universities in urging the enactment of new legislation,

- which has been drafted by Mr. Carlton S. Dargusch, Trustee of the Ohio State University, which would permit the several state universities to issue bonds for the construction of needed new buildings and to pledge certain student fees and other resources for the retirement of such bonds and the payment of interest thereon.
2. Prepare, in consultation with the Presidents and Business Managers of the other state universities, a joint legislative budget request to provide certain additions and betterments of immediate and pressing necessity at the several institutions; the total amount of such request to be allocated as between the universities upon a formula to be devised and agreed upon by the designated consultants, whereupon the joint requests will be submitted to the Director of Finance, the Governor, and the General Assembly of Ohio in such form as the consultants will approve.
 3. Formulate, in conference with the authorized officers and/or trustees of the other state universities, a joint legislative budget request for new buildings at the several universities, to be presented to the State Director of Finance, the Governor, and the General Assembly during the current legislative session; the allocation of amounts in such request to be determined either upon the same formula as provided by the allocation of additions and betterment items described above or upon such revision of that formula as the university conferees may approve.

BE IT FURTHER RESOLVED that the Board of Trustees hereby requests the President of the University, in consultation with such members of the administration and faculty as he may designate, to give immediate consideration to a memorandum submitted by the Ohio State University at the meeting of January 7, 1939, hereinbefore referred to as a proposal for the more efficient, economical, and educationally sound coordination and development of the total program of state-supported higher education in Ohio; and further, that the President thereupon report to this Board his judgment and recommendations upon this matter for the consideration of this Board to the end that this University may come into conference at the earliest possible moment with the other state universities to participate in the formulation of an explicit redefinition and integration of educational policy, program, and function for state supported higher education in Ohio.

The motion to approve this resolution was seconded by Mr. Atkinson and upon roll call was unanimously adopted.

* * * * *

The Board now went into executive session.

* * * * *

By unanimous vote it was ordered that the necessary expenses incurred by a committee of the Board to go to Chicago on matters

1-9-'39

connected with the presidency of the University be paid from the Interest on Endowment Fund.

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Thereupon the Board adjourned to meet on Monday, February 13, 1939, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, February 13, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Dr. Burrell Russell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

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Mr. Dargusch presented the following formal statement:

The Franklin County Council of the American Legion recently demanded that the General Assembly conduct an investigation of subversive activities at the Ohio State University.

Since that time there has been introduced in the Senate, Resolution No. 34 providing for an investigation of subversive activities in publicly supported educational institutions. Following the introduction of that resolution, there was introduced in the House of Representatives a joint resolution providing for the creation of a joint committee of the House and Senate to investigate un-American activities throughout the state.

Numerous charges have been made with respect to the existence of un-American activities at the University. These charges have been categorically denied unofficially, to a large extent through the medium of the Ohio State Lantern. In any event, a distinct issue has been created.

Section 7942 of the General Code provides that the government of the Ohio State University shall be vested in a board of seven trustees appointed by the Governor and subject to confirmation by the Senate. The Ohio State University is a public institution, publicly supported by appropriations from the general revenue fund of the state treasury. The public has a right to know if the University is being conducted in a proper and lawful manner, and specifically if certain officials, teachers, and employees of the University are engaged in un-American activities.

The Board of Trustees, being charged by law with the government of the University, must and should concern itself with the issues raised. Unless there is a thorough and sweeping investigation, the University cannot help but suffer as a result of the widespread publicity received with respect to the charges made.

I shall move that the Board of Trustees authorize the creation of an investigating committee for the purpose of investigating the charges made; that all hearings of said com-

mittee be open to the public press, in order that the public may be fully advised; that all reports of said committee made following said hearings be available to the public; that the investigating committee be authorized to require the appearance of any person or the production of any records in the possession of any person subject to University discipline and to invite persons not subject to University discipline to appear before it in the course of the investigation.

I feel that the situation should not be prejudged and that decisions and recommendations should be made only after full and exhaustive public hearings by a duly appointed committee of the Board.

Mr. Dargusch now offered the following resolution and moved its adoption:

BE IT RESOLVED by the Board of Trustees of Ohio State University that an investigating committee from the Board of Trustees be created, for the purpose of investigating the recent charges made with respect to the existence of un-Americanism at the University;

That the Chairman be instructed to appoint a committee for such purpose, consisting of three members, one of whom shall be designated by the Chairman as chairman of such committee;

That the committee be instructed by the Board of Trustees, for its guidance, that the Board recognizes the fundamental rights of freedom of speech and academic freedom. The Board also recognizes that there is a logical and definite distinction between the advocacy of controversial matters as contrasted to the academic consideration of those matters;

That such investigating committee be authorized and empowered to require the appearance of any person or the production of any records in the possession of any person subject to University discipline and to invite persons not subject to University discipline to appear before the committee in the course of the investigation;

That all hearings be open to the public press in order that the public may be fully advised and that reports of the committee, when submitted to the Board, be available to the public; and

That such committee be directed to work in full cooperation with all public officials and to make its report and recommendations at the earliest possible time, not later than the first day of April, 1939.

Mr. Atkinson seconded the above motion which, upon roll call, was unanimously adopted.

Chairman Caton appointed as members of such committee Messrs. Carlton S. Dargusch, Chairman, H. S. Atkinson, and Dr. C. J. Altmaier.

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Mr. Dargusch presented the following preliminary report of the special committee of the Board on the Faculty Retirement Plan and moved its adoption:

The committee appointed by the Chairman of the Board

of Trustees, pursuant to action by the Board on November 5, 1938, begs leave to make the following preliminary and partial report:

Information has been collected concerning faculty retirement plans in certain other comparable state universities; data and suggestions prepared by Professor C. C. Morris of our own faculty are in the hands of the committee and conferences will be held shortly with Professor Morris and others interested and capable of making a contribution to the question.

Meantime, the committee is advised by the Acting President of the University that the absence of any fixed and declared policy of the Board in respect to an age limit for compulsory retirement has resulted in a feeling of uncertainty among the older members of the faculty as to when they would be placed upon emeritus status and of administrative embarrassment to the Deans and the President.

The committee, therefore, recommends that the original action of the Board of Trustees, under date of August 6, 1931, creating the rank of Professor Emeritus and defining the terms and conditions under which such rank might be attained, be amended effective at once to provide:

1. That a professor who has reached the age of 70 years and who has been in the service of the University for 20 years or more shall be automatically recommended by the President to the Board of Trustees for retirement from active teaching and for election to the rank of Professor Emeritus, unless the President shall deem such professor ineligible for such rank, in which event the President will present to the Board a statement of the reasons for his failure to make such recommendation.
2. Such recommendation for retirement and for election to the rank of Professor Emeritus shall be made by the President at the close of the academic year during which the professor so recommended has attained to the age of 70.
3. Pending the adoption by the Board of Trustees of a new and revised faculty retirement plan, now under consideration, the University will pay to the Professor Emeritus a salary of \$1,860 annually, this amount to be independent of any sum payable by the Ohio State Teachers Retirement System.
4. It is further stipulated that while an Emeritus Professor shall be relieved of his regular full-time service, he shall render, during one quarter of each fiscal year, such special services as the President may direct.

Respectfully submitted,

(Signed) M. EDITH CAMPBELL

(Signed) C. J. ALTMAIER

(Signed) CARLTON S. DARGUSCH, *Chairman*

The above motion was seconded by Dr. Altmaier, and upon roll call was unanimously adopted.

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Upon motion of Mr. Thompson, seconded by Mr. Atkinson, the special committee on Faculty Retirement was authorized to confer with the Carnegie Foundation and any other organizations relative to the details of a retirement plan, the necessary expenses connected therewith to be paid from the appropriation for expenses of the Board of Trustees. Upon roll call the above motion was unanimously approved.

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Mr. Dargusch now presented a report of the special committee on Cooperation with State Universities in Ohio, and moved its adoption:

Pursuant to action of the Board of Trustees on November 5, 1938, the special committee therein authorized and appointed to represent the Ohio State University in developing a plan of cooperation among the five state universities in Ohio begs leave to make the following progress report:

On January 7, 1939, there was held at the Ohio State University upon invitation of Mr. Carlton S. Dargusch, as Chairman of the Committee, a conference attended by the Presidents, Business Managers, and Trustee representatives of the Ohio State University, Miami University, Ohio University, and Kent State University. Although invitations were likewise extended to the representatives of Bowling Green State University, those invited were unable to attend because of the sudden death of President R. E. Offenbauer.

The results of this meeting were summarized in the resolution adopted by the Board of Trustees of the Ohio State University at the meeting of January 9, 1939, upon motion of Mr. Lockwood Thompson.

A further conference of the Presidents, Business Managers, and certain other administrative officers of the state universities (this time including Bowling Green) was held at the Ohio State University on January 17th. The minutes of this conference, which resulted in a proposal for establishment of a so-called "Inter-University Council," together with the minutes of the first meeting of said proposed Inter-University Council are hereby appended as a part of the report of this committee.

Attention of the Board of Trustees is directed to the fact that the proposed Inter-University Council cannot legally come into existence except upon approval of its establishment and authorization for participation in its activities by the Boards of Trustees of the respective five state universities and upon the appointment by such Boards of a Trustee member of said Inter-University Council to represent each of the several universities.

Your committee, therefore, recommends to the Board of Trustees:

1. Approval by the Board of Trustees of the Ohio State University of the establishment of the proposed Inter-University Council.
2. Authorization by the Board of membership in said Council and participation in its activities on behalf of the Ohio State University by the President, the Busi-

ness Manager, and a member of the Board of Trustees to be appointed by the Chairman.

3. Authorization by the Board for the Vice President of the University to serve as Secretary of the Inter-University Council.
4. Ratification by the Board on behalf of the Ohio State University of actions taken by said Inter-University Council and reported in the minutes of the first meeting.

Respectfully submitted,

(Signed) LOCKWOOD THOMPSON

(Signed) CARL E. STEEB

(Signed) J. L. MORRILL

(Signed) CARLTON S. DARGUSCH, *Chairman*

The above motion was seconded by Dr. Altmaier and upon roll call was unanimously adopted.

The Chairman appointed Mr. Herbert S. Atkinson as the member from the Board of Trustees to serve on this Inter-University Council.

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The Acting President recommended that Dr. Albert R. Olpin be elected as Professor, Director of Industrial Research and Field Director of the Engineering Experiment Station, at a salary of \$6,000 per year, effective February 15, 1939.

Dr. McPherson stated that this appointment of Dr. Olpin is recommended to fill the position formerly held by Dr. Hurlbut S. Jacoby, deceased.

Mr. Thompson moved the adoption of the Acting President's recommendation. This motion was seconded by Mr. Dargusch, and upon roll call the vote was as follows:

Ayes: Messrs. Atkinson, Caton, Dargusch, and Thompson.

Nays: Doctors Altmaier and Russell.

The Chairman declared the motion adopted.

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The following motion presented by Mr. Dargusch was unanimously approved:

That all recommendations for appointment to the University staff, covering the positions of Deans, Directors, Executives, Professors, Associate Professors, and Assistant Professors shall be sent by the President to the members of the Board of Trustees in advance of the meeting, and that no commitments shall be made to any candidates for such positions until after the Board of Trustees has taken official action thereon.

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The Acting President recommended the election of Dr. Arthur R. Mangus as Professor of Rural Sociology in the Department of Rural Economics, effective April 1, 1939, at a salary of \$2,800 per annum, service to be rendered in the Spring and Autumn Quarters of 1939 and the Winter Quarter of 1940 and the salary to be paid as follows: \$2,400 from A-1 funds and \$400 from Farm Marketing F-9 funds. Dr. Mangus would also render service at the Ohio Agricultural Experiment Station for which he would be paid \$1,200 per annum.

Dr. McPherson stated that Dr. Mangus was being recommended for the position formerly held by Dr. C. E. Lively, resigned.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the above recommendation of the Acting President was approved.

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Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the following resolution was upon roll call unanimously adopted:

That the President be instructed to communicate with the Presidents of the other four state universities relative to the action of the Ohio State University in undertaking an investigation of certain charges as to "un-Americanism"; advising that the petition making such charges, as presented by the Franklin County Council of the American Legion, and as given cognizance by resolutions introduced in both Houses of the General Assembly, refers likewise to the other state-supported universities; and suggesting that such charges therefore become a matter of Inter-University Council concern, with the possibility that the Boards of Trustees of the several other state universities may deem it advisable to undertake similar investigations on their account.

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Acting President McPherson now recommended that the following increases in salaries be made, effective as of February 1, 1939:

John A. Slipher, Associate Professor, Agricultural Extension—from \$4,200 to \$5,000 per annum;

C. E. Rowland, County Agricultural Agent, Clark County, Agricultural Extension—from \$3,800 to \$4,200 per annum;

Floyd Lower, County Agricultural Agent, Columbiana County, Agricultural Extension—from \$3,400 to \$3,800 per annum.

Mr. Atkinson moved that the above recommendation be approved. This motion was seconded by Dr. Altmaier, and the roll call resulted as follows:

Ayes: Dr. Altmaier, Messrs. Atkinson, Caton, Thompson, and Dr. Russell.

Nay: Mr. Dargusch.

The Chairman declared the motion carried.

Mr. Dargusch stated that his negative vote was an expression of his disapproval of the principle of increasing salaries during the contract period.

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Dr. Altmaier, Chairman of the special committee appointed at the December 12, 1938 meeting to consider matters relating to the College of Medicine, submitted a preliminary report recommending that Dean J. H. J. Upham of the College of Medicine be placed upon a full-time basis, effective February 1, 1939, and that his salary be increased \$1,500 per annum.

Dr. Altmaier moved that this recommendation be approved. The motion was seconded by Dr. Russell and was upon roll call unanimously approved.

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Acting President McPherson now presented the following recommendations:

Resignations

The following resignations were accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Doris Snook	Home Dem. Agent at large	Jan. 31, 1939	\$1,900.00
Ruth J. Stone	Home Dem. Agent, Williams County	Sept. 30, 1938	1,800.00
<i>College of Agriculture</i>			
<i>Animal Husbandry</i>			
Frank W. Jones, Jr.	Graduate Assistant	Dec. 31, 1938	450.00
<i>Botany</i>			
Helena A. Miller	Graduate Assistant	Jan. 16, 1939	450.00
<i>Zoology and Entomology</i>			
Ruth N. Gibbony	Graduate Assistant	Apr. 1, 1939	150.00
<i>College of Arts and Sciences</i>			
<i>Administration</i>			
Rose Feck	Stenographer	Feb. 11, 1939	960.00
<i>Bacteriology</i>			
Harry E. Ewing	Graduate Assistant	Dec. 31, 1938	450.00
John A. Schwab	Graduate Assistant	Dec. 31, 1938	450.00
Warner W. Carlson	Graduate Assistant	Dec. 31, 1938	300.00
Frank Warren	Student Assistant	Dec. 31, 1938	150.00
William C. Piper	Student Assistant	Dec. 31, 1938	150.00
<i>History</i>			
David W. Lattimer	Reader	Dec. 31, 1938	200.00
Elmer E. Noyes	Reader	Jan. 12, 1939	200.00
<i>Mathematics</i>			
Leonard G. Welles	Graduate Assistant	Dec. 31, 1938	450.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Louise Grove	Stenographer	Feb. 11, 1939	1,020.00
<i>College of Education</i>			
<i>Education</i>			
Dorothy Rood	Associate Professor	Mar. 18, 1939	3,500.00
<i>College of Medicine</i>			
<i>Pathology</i>			
Lawrence E. Hudgel	Resident Pathologist	Jan. 31, 1939	600.00
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Anne M. Cronin	Telephone Operator	Jan. 31, 1939	1,020.00
<i>Nursing Care</i>			
Roberta Philbrook	Supervisor in Communi- cable Disease Nursing	Dec. 31, 1938	1,392.00
Mary M. Roberts	General Duty Nurse	Jan. 31, 1939	900.00
<i>Dietary</i>			
Edna Alexander	Diet Kitchen Helper	Jan. 15, 1939	588.00
<i>Nursing Care—Rotary</i>			
Mary Ellen Brooks	General Duty Nurse	Jan. 15, 1939	900.00
<i>Graduate School</i>			
Robert E. Zell	Nathaniel Wright Lord Fellow	Jan. 31, 1939	750.00
<i>President's Division</i>			
<i>Broadcasting Station</i>			
Irona J. Winterrowd	Stenographer	Jan. 11, 1939	960.00

*Administrative Division**Business Office*

Josephine L. Curren	Typist	Feb. 8, 1939	960.00
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Registrar's Office

Rosemary Widner	Assistant to Registrar	Feb. 11, 1939	1,200.00
Anne Worrell	Assistant to Registrar	Dec. 31, 1938	1,020.00

Warehouse—General (Rotary No. 7990)

Taylor Beavers	Laborer	Feb. 2, 1939	1,020.00
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*Residence Halls**Neu Hall*

Ruth Hill	Maid	Dec. 31, 1938	624.00
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Pomerene Refectory

Thelma Bevelhimer	Cook	Dec. 31, 1938	420.00
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Appointments

The following appointments were approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Doris Snook	Home Dem. Agent, Seneca County	Feb. 1, 1939		\$1,900.00
Ruth J. Stone	Home Dem. Agent, in Training—at large	Oct. 1, 1938		1,800.00
Mary C. Wiseman	Home Dem. Agent, Crawford County	Jan. 1, 1939		1,800.00
Dolores McCarty	Home Dem. Agent, Williams County	Jan. 1, 1939		1,800.00
<i>College of Agriculture</i>				
<i>Botany</i>				
John P. Steele	Graduate Assistant	Jan. 16, 1939	Wi.	125.00 period
<i>Dairy Technology</i>				
Mary A. Whitlinger	Stenographer (part time)	Jan. 1, 1939		480.00
	(Salary to be paid as follows: \$120 from Rotary No. 7250 \$360 from Agricultural Extension)			
<i>Horticulture and Forestry</i>				
Jacob Bowers	Laborer (Salary to be paid from Rotary No. 7250)	Feb. 1, 1939		900.00
<i>Zoology and Entomology</i>				
Hubert Bezdek	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>College of Arts and Sciences</i>				
<i>Administration</i>				
Josephine L. Curren	Stenographer	Feb. 9, 1939		960.00
<i>Bacteriology</i>				
Edgar M. Houdeshell	Student Assistant	Jan. 1, 1939	Wi.	150.00 period
<i>History</i>				
Lester W. Steck	Reader	Jan. 1, 1939	Wi.Sp.	200.00
Harry Schaller	Reader	Jan. 13, 1939	Wi.Sp.	200.00
<i>Mathematics</i>				
Dale F. Leipper	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
<i>College of Commerce and Administration</i>				
<i>Accounting</i>				
John Ziegler	Assistant	Jan. 1, 1939	Wi.	300.00 period

<i>Economics</i>				
Dwight Morehead	Assistant (part time)	Jan. 1, 1939	Wi.	100.00 period
Louis E. Otte	Graduate Assistant	Jan. 1, 1939	Wi.	150.00 period
<i>School of Social Administration</i>				
William Kaufman	Assistant	Jan. 1, 1939 for one month		50.00 period
Robert K. Verbeck	Assistant	Jan. 1, 1939 for one month		50.00 period
John L. Hall	Assistant	Jan. 1, 1939 for one month		50.00 period
<i>College of Education</i>				
<i>Education</i>				
James K. Skipper	Part-time Instructor	Jan. 1, 1939	Wi.	351.00 period
Archibald W. Anderson	Part-time Instructor	Jan. 1, 1939	Wi.	351.00 period
<i>College of Medicine</i>				
<i>Medicine</i>				
Sarah H. Bowditch	Voluntary Research Fellow	Feb. 1, 1939 (12 months)		No salary
<i>Pathology</i>				
Philip J. Kresky	Resident Pathologist	Feb. 1 to June 30, 1939		250.00 period
<i>Physiological Chemistry and Pharmacology</i>				
Naoma D. Green	Research Assistant	Jan. 1 to June 30, 1939		140.00 period
<i>Starling-Loving Hospital</i>				
<i>Administration</i>				
		<i>Code</i>		
Edythe Mae Massey	Clerk	Feb. 1, 1939 (1)		1,020.00
Marie Connett	Telephone Operator	Feb. 2, 1939 (1)		960.00
<i>Housekeeping</i>				
Alexander Sherrill	Janitor	Jan. 16, 1939 (1&4)		720.00
<i>Nursing Care</i>				
Bertha Albers	General Duty Nurse	Feb. 1, to (3&4) June 30, 1939		375.00 period
Rosemary Brandts	General Duty Nurse	Feb. 1, to (3&4) June 30, 1939		375.00 period
<i>Dietary</i>				
Signe M. Truman	Diet Kitchen Helper	Jan. 16, 1939 (3&4)		588.00
<i>Nursing Care—Rotary</i>				
Wilhelmina Machetanz	General Duty Nurse	Jan. 8, 1939 (3&4)		900.00
Verda B. Mock	General Duty Nurse	Jan. 16, 1939 (3&4)		900.00
Geraldine Miedel	General Duty Nurse	Feb. 1, 1939 (3&4)		900.00
<i>Graduate School</i>				
Harold E. Wilcox	National Aluminate Fellow	Jan. 1, 1939	Wi.Sp.	450.00 period
(Salary to be paid from the National Aluminate Corporation Fund)				
Charles F. Isaacs	Franklin H. Patterson Scholar	Apr. 1, 1939 } Su. } '39	Sp.	30.00 period
(Salary to be paid from the Franklin H. Patterson Memorial Scholarship)				
Geraldine Blair	Clerk	Jan. 1, 1939 for 3 months		255.00 period
<i>President's Division</i>				
<i>Broadcasting Station</i>				
Mary E. Gates	Stenographer	Jan. 12, 1939		960.00
(Salary to be paid from Ohio School of the Air F-9 Funds)				
<i>Industrial Research</i>				
Irona Winterrowd	Stenographer	Jan. 12, 1939		960.00
(Salary to be paid as follows: \$240 from Industrial Research A-1 240 from Zoology and Entomology A-1 480 from Rotary No. 7705)				

Administrative Division

President's Office

Ellouise Bundy Clerk Jan. 6, 1939 for one month 80.00 period

Registrar's Office

Hester Reighley Assistant to Registrar Jan. 3, 1939 1,020.00

Physical Plant Division

Janitor Service

Harry Reigel Janitor Jan. 12 to June 30, 1939 564.52 period
(Salary to be paid as follows: \$388.71 from A-1
225.81 from Rotary No. 7420)

Residence Halls

Neü Hall

Elizabeth Steele Maid Jan. 2, 1939 624.00 and lunch

Athletics

Frank H. Gorton Assistant Trainer Feb. 1, 1939 for 5 months 500.00 period

Galvin L. Walker Graduate Assistant Jan. 1, 1939 Wi.Sp. 300.00 period

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Changes in Title

Name Title—From To Effective

College of Commerce and Administration

Accounting

Arthur C. Jahn Assistant Instructor Wi. Qr. only

Economics

Merlin Smelker Graduate Assistant Assistant Wi. Qr. only

William R. Bigler Graduate Assistant Assistant Wi. Qr. only

College of Education

Bureau of Educational Research

Cuthbert F. Daniel Research Associate Assistant Professor and Feb. 1, 1939
Research Associate

College of Medicine

School of Nursing

Priscilla K. Hall Director of the School of Nursing Associate Professor and Jan. 1, 1939
Director of the School of Nursing

Starling-Loving Hospital

Nursing Care

Gale Cox Assistant Head Nurse Head Nurse Jan. 1, 1939
(Isolation Department)

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Changes in Salary

Name Title Effective Annual Rate From To

College of Commerce and Administration

Accounting

Arthur C. Jahn Instructor Wi. Qr. only \$900.00 \$2,004.00

Economics

John Hart Assistant Wi. Qr. only 750.00 900.00

Merlin Smelker Assistant Wi. Qr. only 450.00 900.00

William R. Bigler Assistant Wi. Qr. only 450.00 900.00

College of Medicine

Starling-Loving Hospital

Administration

Gertrude Hammell Telephone Operator Feb. 1, 1939 (1) 960.00 1,020.00

Housekeeping

Charles Whimbs Janitor Jan. 16, 1939 (1&4) 840.00 1,152.00

Oliver Banks Janitor Jan. 16, 1939 (1&4) 720.00 840.00

<i>Nursing Care</i>				
Gale Cox	Head Nurse (Isolation Department)	Jan. 1, 1939 (3&4)	900.00	1,200.00 (Rotary) (A-1)
<i>Emergency Room</i>				
Jessie Ullman	Supervisor	Jan. 1, '39 (3&4)	1,200.00	1,254.00
<i>Graduate School</i>				
Harold E. Wilcox	National Aluminate Fellow	Dec. 1, 1939 for 1 month	50.00	75.00 period
(Increase to be paid from the National Aluminate Corporation Fund)				
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Changes in Quarters of Service

Name	Title	From	To
<i>College of Arts and Sciences</i>			
<i>Mathematics</i>			
Lincoln LaPaz	Associate Professor	Au.Wi.Sp.	Au.Wi.
<i>College of Commerce and Administration</i>			
<i>Geography</i>			
Fred A. Carlson	Professor	Su.Au.Wi.	Su.Au.Wi.Sp.
*	*	*	*

Miscellaneous Recommendations

That the salary of George E. Anthony, Radio Operator in the Broadcasting Station, be paid from A-1 funds, effective as of February 1, 1939.

That in accordance with the regulations of the State Employees Retirement System, Emma E. Sparks, Home Demonstration Agent, Agricultural Extension Service, be retired from University service as of January 31, 1939, under the provisions of the Disability Retirement.

That in accordance with the regulations of the State Employees Retirement System, Charles G. Lane, Janitor in the Physical Plant Division, be retired from University service as of February 28, 1939, under provisions of the Disability Retirement.

That in accordance with the Board resolution adopted under date of May 10, 1937, and upon recommendation of Director H. C. Ram-sower and Dean John F. Cunningham the following leaves of absence be granted:

Ethel M. Cadley, Assistant Editor, from February 4 to May 31, 1939, with salary, to attend Columbia University;

Hulda Horst, Assistant State 4-H Club Leader, from February 1 through June 4, 1939, with salary, for graduate study at Teachers' College at Columbia University;

Rossie B. Greer, Home Demonstration Agent, Lake County, from February 1 to June 15, 1939, without salary, to continue graduate study at Claremont Colleges, Claremont, California.

That the leave of absence granted to Addis K. Barthelmeh, County Home Demonstration Agent, at a meeting of the Board of Trustees held on August 11, 1938, be changed to read "September 15 to January 31, with salary, and February 1 to June 15, 1939, without salary.

That the following leaves of absence, without salary, be granted:

Walter L. Dorn, Professor in the Department of History, for the academic year 1939-1940 in order that he may accept

an invitation to join the Graduate Faculty of the Department of History at Columbia University for that period;

Donald C. Power, Associate Professor, Business Organization, for the Winter Quarter 1939;

Betty Finke, General Duty Nurse, Starling-Loving Hospital, for one month effective January 15, 1939, on account of illness;

Ben Thomas, Orderly, Starling-Loving Hospital, effective January 16, 1939, for an indefinite period on account of illness.

That, in accordance with the recommendation of the University Faculty at a meeting held on January 12, 1939, the following University Faculty Rules be amended, effective with the Autumn Quarter 1939:

Amended Rule No. 152: Registration and Payment of Fees for Undergraduates

Registration and payment of fees by the close of the business day preceding the first day of classes each quarter are required of all students. Any student who fails to meet this requirement will be assessed a penalty of \$1 for each succeeding day or fraction thereof (with a maximum of \$10) unless excused by the Registrar.

No student will be permitted to enter classes before his fees are paid, except *under special procedure authorized by the President.*

Registration and Payment of Fees for Graduates

Graduate students are permitted to register and pay their fees during the first week of the quarter. All graduate students who have not paid their fees by 4 P. M. of Monday following the beginning of classes shall be assessed a penalty of \$1 for each succeeding day or fraction thereof (with a maximum of \$10) unless excused by the Registrar.

No student will be permitted to enter classes before his fees are paid, except *under special procedure authorized by the President.*

Amend Rule No. 154 by adding the following paragraph:

That a penalty of \$5 be assessed all graduate students who do not file their petitions for admission to candidacy at the time prescribed by the regulations of the Graduate School.

That, during the first term of the Summer Quarter 1939, the College of Education be permitted to conduct what is known as a Workshop on the Curriculum and that the Board of Trustees authorize the acceptance from the Progressive Education Association of approximately \$3,000 in services and/or money, to be applied toward the expenses of the Workshop.

It is further recommended that the Board authorize the special laboratory fee of \$10 per student in the Workshop during the first term of the Summer Quarter 1939 and that the tuition fees of the students in the Workshop be set aside as a special fund to be applied toward the expenses of the Workshop.

That the University, through the Graduate School and the department concerned, be authorized to cooperate with the Samuel S. Fels

Institute for the Study of Prenatal and Postnatal Environment to the extent of granting the Ph.D. degree of the Ohio State University to students of the Institute who fulfill all the requirements of the Graduate School of the Ohio State University and the department concerned, the department under this authorization having the authority to apply credit for research work done at the Institute under the supervision of the department to the requirements for said degree.

That the sum of \$485 be appropriated from the Interest on Endowment Fund for travel expenses in connection with required inspection trips which will be undertaken by the various departments in the College of Engineering this spring and summer.

That \$4000 be appropriated from H-8 Contributions for the use of the Ohio State University Association in the period from January 1 to June 30, 1939.

That there be appropriated from Interest on Endowment Fund the sum of \$1,364.70 for the purpose of paying the December 1938 telephone bill for exchange service.

That, for the purpose of proper accounting for items furnished by the Bookstore, Photography Department, General Storeroom, and the Laboratory Supply Store, from stocks on hand, to the various departments of the University during the latter part of 1938, the following transfers be made to the General Operations Rotary No. 7999, from the following Rotary Funds:

Bookstore Rotary No. 7951—\$223.07

Photography Department Rotary No. 7965—\$1,254.59

Laboratory Supply Store Rotary No. 7991—\$32,179.07

That, in order to meet additional emergencies in several divisions of the School of Home Economics, \$2,000 be transferred from the Pomerene Refectory Rotary Fund No. 8228 to the Home Economics Rotary Fund No. 8211, effective at once.

That the proposal of the E. I. duPont de Nemours and Company to continue the \$750 fellowship in the Department of Chemistry for the year 1939-1940, to be known as the E. I. duPont de Nemours and Company Fellowship, be accepted and the appreciation of the Board of Trustees be appropriately expressed.

That the proposal of the E. I. duPont de Nemours and Company to continue the post-doctorate fellowship in Chemistry entitled Cellulose Research Fellowship and to give \$2,000 to support said fellowship during the school year 1939-1940 be accepted with great appreciation and the Department of Chemistry be authorized to complete the necessary plans.

That the research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation setting up the following projects be reported to the Board of Trustees for information and record:

The Sennewald Drug Company, St. Louis, Missouri—Investigation of the Toxicity of Phosphorus Paste to Cockroaches (to be known as the Sennewald Drug Company Investigation);

Henry A. Toulmin, Jr., Dayton, Ohio—Investigation of Gums, Waxes, and Rubber-like Products from Fungi and Microorganisms, and in addition, a beginning on a new field of

research on chemotherapeutic agents (to be known as Toulmin Bacteriological Project).

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$300 from the Ohio Vegetable Growers' Association for purchasing equipment for the new greenhouses;

\$300 from the American Association for the Advancement of Science for investigations on Beta and Gamma Ray Spectroscopy in the Department of Physics and Astronomy under the direction of Dr. M. L. Pool;

\$600 from the Ohio Seed Improvement Association for the continuation of a fellowship held by David F. Beard, for the period from February 1 to July 31, 1939, at \$100 per month;

\$75 from Lucas County Mothers' Association, to be used as a loan fund for needy students;

\$221.32 from Eastman Kodak Company for the purchase of an electrometer for the use of Alfred B. Garrett, Assistant Professor in the Department of Chemistry;

\$60 from William R. Kenan, Jr., to be credited to the William R. Kenan Fund (Rotary No. 7360);

A set of 36 volumes of the Encyclopedia Italiana, from the Italian Government presented by Francesco Cipriano, Royal Italian Consular Agent.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Satisfactory evidence having been presented that the name of Stanford A. Weiss has been changed by Probate Court order to John Stanley Ellis, it was moved by Dr. Altmaier, seconded by Mr. Dargusch, and ordered by unanimous vote that the following new diplomas be issued to John Stanley Ellis:

Bachelor of Arts—March 19, 1937

Master of Arts—June 13, 1938

* * * * *

The Secretary reported to the Board that bids covering the Women's Dormitories (PWA Docket No. Ohio 2095-F) will be received on February 16, 1939, at 2 o'clock.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Secretary was by unanimous vote authorized and directed to receive from Dr. E. J. Gordon his personal check in the amount of \$4,399.24 which represents the balance of a special Dispensary Fund remaining in Dr. Gordon's hands as of January 30, 1939. The Secretary was further

directed to deposit said monies to the credit of the Starling-Loving Hospital—Outpatient Dispensary Rotary Account.

* * * * *

The University Architect, Mr. Howard Dwight Smith, now presented the drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for Addition B—Journalism Building (as an extension of PWA Docket No. Ohio 1986-F).

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the Board upon roll call unanimously approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for Addition B—Journalism Building, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

* * * * *

The University Architect, Mr. Howard Dwight Smith, now presented the drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Men's Dormitory (PWA Docket No. Ohio 1990-F).

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, the Board upon roll call unanimously approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Men's Dormitory, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

* * * * *

The Board now took under consideration the list of buildings constituting a proposed building program, as prepared by Acting President McPherson.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Secretary was unanimously authorized and directed to advise with the Honorable L. A. Boulay, Associate Regional Director of the Federal Emergency Administration of Public Works, concerning this list of buildings, and to prepare and file proper applications for PWA funds in connection with the following buildings:

Library Addition	\$560,000
Agricultural Laboratories Building (including equipment)	700,000
Recitation Building	650,000
Food Service Building	150,000
Brown Hall Addition	800,000
Commerce Building Addition	875,000
Cooperative Dormitory for Women	190,000
Education Building Addition	250,000
College of Dentistry Building	250,000
Pharmacy and Bacteriology Building Addition	250,000

* * * * *

Acting President McPherson now reported the death, on January 27, 1939, of Professor John H. Schaffner, Research Professor in the Department of Botany, and presented the following minute for the record of the Board:

Professor Schaffner entered the service of the University in 1897 as an Assistant in Botany. Two years later he was

advanced to the rank of Assistant Professor and in 1911 was made Professor. From 1908 to 1918 he was Chairman of the Department and in 1928 was made Research Professor in Botany, which rank he held at the time of his death.

Professor Schaffner was a quiet, modest scholar of the highest rank in his field and was greatly beloved by his associates and his students alike. He made many important discoveries in the realm of botany and is the author of a number of books and of more than a hundred scientific papers. His discoveries made him an outstanding figure not only in our own country but in European countries as well where he has been regarded as one of the greatest botanists of his day.

The Board of Trustees hereby expresses its recognition of the contributions he made to his science and its application of his more than forty years of service in helping to up-build the Department of Botany of the University.

* * * * *

At this time the Board of Trustees went into executive session.

* * * * *

Thereupon the Board adjourned to meet upon call of the Chairman.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND ELEVENTH MEETING
OF THE BOARD OF TRUSTEES

Columbus, Ohio, March 13, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M., pursuant to call of the Chairman.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, Dr. Burrell Russell, and Lockwood Thompson.

* * * * *
The minutes of the last meeting were approved.

* * * * *
A committee representing the students of the College of Medicine appeared before the Board and presented a petition signed by the students in that college, requesting that the increase in the non-returnable laboratory deposit for the College of Medicine, approved by the Board of Trustees at its meeting of January 9th, apply only to future classes and not to the classes now enrolled in the College of Medicine.

After consideration of this petition, the Board agreed unanimously that the increase above mentioned shall apply to all students in the College of Medicine. The request was therefore declined.

* * * * *
The Secretary presented a report on the present status of the biennium requests as submitted to the Director of Finance, together with a revised allocation of items which had been prepared by the Acting President in response to the request of the Director of Finance for an itemization to fall within a sum total which the Director has allowed for the Ohio State University during the years 1939 and 1940.

By general agreement, the new allocation as prepared by the Acting President was approved by the Board.

* * * * *
The Acting President presented a letter from Dean Herschel W. Arant requesting that he now be relieved of the deanship of the College of Law, and that he be permitted to continue to teach certain classes during the remainder of the current year.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board by unanimous vote requested the Acting President to communicate with Dean Arant and advise him that it is the desire of the Board of Trustees that he continue to serve as Dean of the College of Law until June 30, 1939.

* * * * *
The Acting President now called the attention of the Board to a communication from Professor William E. Warner of the Department of Education, under date of March 4, 1939.

Acting President McPherson then recommended that the title of William E. Warner be changed from Associate Professor to Professor in the Department of Education, and that his salary be increased from

\$4,056 to \$4,500 per annum, said changes to become effective as of July 1, 1939.

Mr. Dargusch moved that the above recommendation of the Acting President be approved. This motion was seconded by Mr. Atkinson, and upon roll call the vote was as follows:

Ayes: Messrs. Altmaier, Atkinson, Caton, Dargusch,
Thompson, and Miss Campbell.

Nay: Dr. Russell.

The Chairman declared the motion approved.

* * * * *

Acting President McPherson presented the four year curriculum for the School of Nursing which has been approved by the faculty of the College of Medicine and by the Council on Instruction.

Dr. Altmaier, Chairman of the special committee of the Board for the consideration of matters pertaining to the College of Medicine, reported that his committee had also approved this curriculum, and he moved that it herewith be approved by the Board of Trustees. This motion was seconded by Dr. Russell, and was upon roll call unanimously adopted.

* * * * *

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Acting President was requested to submit to the Board for its consideration at the next regular meeting the names of three or more persons for the position of Dean of the College of Dentistry, together with his recommendations thereon.

This motion was adopted by unanimous vote.

* * * * *

Acting President McPherson now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
<i>Botany</i>			
Royal E. Shanks	Graduate Assistant	Mar. 31, 1939	\$ 450.00
<i>College of Arts and Sciences</i>			
<i>Chemistry</i>			
Norman O. Cappel	Assistant	Mar. 31, 1939	950.00
<i>College of Dentistry</i>			
George H. Parrot	Demonstrating Assistant	Feb. 18, 1939	900.00
<i>College of Education</i>			
<i>Music</i>			
Samuel R. Goldman	Graduate Assistant	Mar. 31, 1939	450.00
<i>College of Medicine</i>			
<i>School of Nursing</i>			
Ruth Poindexter	Assistant Professor	Dec. 31, 1938	2,520.00
Mary K. Davern	Instructor in Nursing Arts	Feb. 18, 1939	1,800.00
<i>Starling-Loving Hospital</i>			
<i>Nursing Care</i>			
Charlotte Ford	General Duty Nurse	Feb. 28, 1939	900.00

<i>Medical and Surgical Service</i>				
Everitt O. Jeffreys	Assistant Resident	Jan. 31, 1939		300.00
<i>Urology</i>				
Lee Sharp	Resident	Mar. 15, 1939		600.00
<i>Operating Room</i>				
Ben Thomas	Orderly	Feb. 27, 1939		1,152.00
	(Mr. Thomas, who has been on leave since January 16, 1939, because of illness, died February 27, 1939)			
<i>Dietary</i>				
Ellen L. Bower	Diet Kitchen Helper	Feb. 28, 1939		588.00
Edna Mills	Diet Kitchen Helper	Mar. 2, 1939		588.00
<i>Nursing Care (Rotary)</i>				
Wilhelmina Machetanz	General Duty Nurse	Feb. 22, 1939		900.00
<i>Graduate School</i>				
Warner W. Carlson	Toulmin Fellow	Mar. 31, 1939		675.00
<i>Administrative Division</i>				
<i>Mailing Room</i>				
Mary BeVier	Clerk	Feb. 28, 1939		1,020.00
<i>Physical Plant Division</i>				
<i>Janitor Service</i>				
Pearl E. Watson	Janitor	Feb. 27, 1939		1,200.00
	(Mr. Watson, who has been on leave since June 1, 1938, because of illness, died February 27, 1939)			
<i>Student Employment Office</i>				
Barbara Prince	Stenographer	Feb. 28, 1939		1,080.00
*	*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Mary A. Gordon	Home Dem. Agent, Darke County	Mar. 1, 1939		\$2,000.00
<i>College of Agriculture</i>				
<i>Botany</i>				
Royal E. Shanks	Instructor	Apr. 1, 1939	Sp.	450.00 period
John P. Steele	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
Helena A. Miller	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>Farm Operations</i>				
S. N. Bell	Laborer	Apr. 1, 1939 for 3 months		300.00 period
<i>Zoology and Entomology</i>				
James M. Walters	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
H. Warner Kloepfer	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>College of Arts and Sciences</i>				
<i>Chemistry</i>				
John W. Reynard	Assistant	Apr. 1, 1939	Sp.	316.67 period
<i>College of Commerce and Administration</i>				
<i>Administration</i>				
Isabel Ward	Stenographer	Feb. 27, 1939		960.00
Roseamonde Vine	Stenographer	Feb. 13, 1939 for 2 weeks		40.00 period

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<i>Business Organization</i>			
J. Reid Roller	Graduate Assistant	Apr. 1, 1939	Sp. 150.00 period
Ralph Ablon	Graduate Assistant	Apr. 1, 1939	Sp. 150.00 period
H. Peter Carstensen	Graduate Assistant	Apr. 1, 1939	Sp. 150.00 period
Marjorie Poston	Graduate Assistant	Apr. 1, 1939	Sp. 150.00 period
<i>College of Education</i>			
<i>Education</i>			
(To be named later)	Assistant Professor	Apr. 1, 1939	Sp. 850.00 period
<i>Music</i>			
John Schwarzwalder	Graduate Assistant	Apr. 1, 1939	Sp. 150.00 period
<i>College of Engineering</i>			
<i>Civil Engineering</i>			
John W. Graham	Student Assistant	Apr. 1, 1939	Sp. 60.00 period
<i>College of Medicine</i>			
<i>Medicine</i>			
James J. Hughes	Clinical Assistant (Physical Diagnosis)	Feb. 18, 1939	Wi.Sp. No salary
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Alice Rowland	Investigator, Out- Patient Department	Mar. 15, 1939	Code (1) 1,200.00
<i>Nursing Care</i>			
Loe Voak	General Duty Nurse	Mar. 1, 1939 (3&4)	900.00
Josephine Falco	General Duty Nurse	Feb. 10 to June 30, 1939 (3&4)	350.89 period
<i>Dietary</i>			
Elizabeth Ballard	Diet Kitchen Helper	Mar. 1, 1939 (3&4)	588.00
Lucy Elizabeth Weaver	Diet Kitchen Helper	Mar. 3, 1939 (3&4)	588.00
<i>Starling-Loving Hospital (Rotary)</i>			
<i>Nursing Care</i>			
Gail Hamilton	General Duty Nurse	Feb. 22, 1939 (3&4)	900.00
<i>Graduate School</i>			
Norman O. Cappel	Julius F. Stone Fellow (Salary to be paid from the Julius F. Stone Fellowship Fund)	Apr. 1 to Sept. 30, 1939	660.00 period
Joseph H. Chilcote	Research Fellow (Salary to be paid from the Stark Brick Company Fund)	Mar. 20 to May 31, 1939	350.00 period
<i>Administrative Division</i>			
<i>President's Office</i>			
Geraldine Ankrom	Clerk	Feb. 17, 1939 for 2 months	160.00 period
<i>Registrar's Office</i>			
Mary Garvin	Assistant to Registrar	Feb. 20, 1939	1,020.00
<i>Physical Plant Division</i>			
<i>Janitor Service</i>			
Charles P. Smith	Janitor	Mar. 1, 1939	1,200.00
<i>Stores and Receiving (Rotary 7990)</i>			
Clarence Moore	Laborer	Feb. 9, 1939	900.00
<i>Student Employment Office</i>			
Ellen M. Vick	Clerk (Salary to be paid from General Activities Fee Fund)	Mar. 1, 1939	960.00
<i>Summer Quarter Appointments</i>			
<i>College of Education</i>			
<i>Education</i>			
Lloyd A. Cook	Associate Professor	1st term, Su. Qr. only	No salary
Everett Kircher	Assistant Professor	1st term, Su. Qr. only	No salary

Robert Coffin	Instructor	1st term, Su. Qr. only	No salary
Alan Griffin	Instructor	1st term, Su. Qr. only	No salary
Charles B. Mendenhall	Instructor	1st term, Su. Qr. only	No salary
(Above salaries to be paid direct by the Progressive Education Association)			
Joseph K. Hart	Professor	1st term, Su. Qr. only	800.00
(Salary to be paid as follows: \$200 from A-1; \$600 from Laboratory Supply Store—Pro rata funds—Workshop on Curriculum)			
*W. C. Croxton	Professor	1st term, Su. Qr. only	500.00
*Paul Sears	Professor	July 10 to 14, 1939	200.00
*Evelyn Eastman	Instructor	1st term, Su. Qr. only	600.00
*Gerhart D. Wiebe	Instructor	1st term, Su. Qr. only	500.00

* (Salaries to be paid from Laboratory Supply Store—Pro rata funds—Workshop on Curriculum)

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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>Agricultural Extension</i>			
Ruth J. Stone	Home Dem. Agent in training	Home Dem. Agent, Hocking County	March 1, 1939
Ralph Dush	Asst. Co. Agr. Agent, Seneca County	Co. Agr. Agent, Putnam County	March 1, 1939
<i>Graduate School</i>			
Jean Frances Caul	Scholar	Fellow	Sp. Qr. only
*	*	*	*

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>Agricultural Extension</i>				
Ruth J. Stone	Home Dem. Agent, Hocking County	Mar. 1, 1939	\$1,800.00	\$1,900.00
Ralph Dush	Co. Agr. Agent, Putnam County	Mar. 1, 1939	2,200.00	2,400.00
<i>College of Commerce and Administration</i>				
<i>Geography</i>				
Lowry B. Karnes	Assistant	Sp. Qr. only	750.00	1,200.00
Alford Archer	Assistant	Sp. Qr. only	600.00	1,050.00
<i>Graduate School</i>				
Jean Frances Caul	Fellow	Sp. Qr. only	250.00	400.00
(Increase to be paid from Campbell Fund)				
*	*	*	*	*

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Arts and Sciences</i>			
<i>1938-1939</i>			
<i>Chemistry</i>			
R. L. Griffith	Assistant	Su.Au.Wi.	Su.Au. Sp.
<i>Mathematics</i>			
H. W. Kuhn	Professor	Au.Wi.Sp.	Au.Wi.
<i>Speech</i>			
Eugene H. Bahn	Assistant Professor	Su.Au.Wi.Sp.	Su.Au.Wi.

*College of Education**Psychology*

Richard Wallen	Assistant	Su.Au.Wi.	Su.Au.	Sp.
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*College of Engineering**Industrial Engineering*

Oscar D. Rickly	Assistant Professor	Su.Au.Wi.	Su.Au.Wi.Sp.	
Guy Cooper	Instructor	Au.Wi.Sp.	Au.Wi.	

* * * * *

That the following miscellaneous recommendations be approved:

That, in accordance with the usual custom, the salary of Miss Emma Sparks, Home Demonstration Agent, Agricultural Extension, for the month of February (\$225) be paid to her estate. At a meeting of the Board of Trustees on February 13, 1939, Miss Sparks was recommended for disability retirement effective February 1, 1939, but her death occurred on February 27, 1939, before her retirement had been arranged.

That Donald C. Power, Associate Professor, Business Organization, be granted a leave of absence, without salary, for the Spring Quarter 1939.

That, in accordance with the Board resolution adopted under date of May 10, 1937, and upon the recommendation of Director H. C. Ramsower and Dean John F. Cunningham, the following leaves of absence, with salary, be granted:

W. W. Brownfield, District Supervisor, Agricultural Extension, from March 27 to June 10, 1939, for study at Ohio State University;

Charles W. Hammans, Extension Economist in Marketing, Agricultural Extension, from March 27 to June 10, 1939, for study at Ohio State University;

Floyd DeLashmutt, Extension Economist, Agricultural Extension, from March 27 to June 10, 1939, for study at Ohio State University;

Earl B. Tussing, Extension Horticulturist, Agricultural Extension, from March 27 to June 10, 1939, for study at Ohio State University;

Earl Jones, Associate Professor of Agronomy, Agricultural Extension, from March 28 to June 10, 1939, for study at Ohio State University;

Robert Bruce Tom, Extension Rural Sociologist, Agricultural Extension, from March 27 to June 10, 1939, for study at Ohio State University.

That a non-returnable fee of \$1 per quarter be charged all students in the University Symphony Orchestra (Music B), and in the University Symphony Band (Music D), effective with the Autumn Quarter 1939. This will place these musical activities on the same basis of fees as the Military and Marching Bands, for which a fee of \$1 per quarter has been charged for the last eight years.

That \$375 be appropriated from H-8 Contributions for the Ohio Journal of Science for its use from January 1 to June 30, 1939, in accordance with the usual practice in this matter.

That there be appropriated from H-8 Contributions \$750 for the use of the Ohio State University Y.M.C.A. for the period from January 1 to June 30, 1939, as usual.

That there be appropriated from H-8 Contributions \$250 for the use of the Ohio State University Y.W.C.A. for the period from January 1 to June 30, 1939, as usual.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$500 (Anonymous) for equipment for the Department of Chemistry and the College of Pharmacy (through the Development Fund);

\$5,000 (Anonymous) for the Laminagraph for the College of Medicine (through the Development Fund);

\$1,500 from Mr. Julius F. Stone for the Cyclotron (through the Development Fund);

\$500 from the National Aluminate Corporation for research work to be carried on under the direction of Professor C. W. Foulk in the Department of Chemistry;

\$200 from the Ohio Federation of Women's Clubs—the third payment on the Pan-American Fellowship for the year 1938-1939;

\$300 from the George Davis Bivin Foundation of Cleveland, Ohio, for the establishment of a second fellowship for the year 1938-1939.

That the proposal of the Procter and Gamble Company, of Ivorydale, Ohio, to continue the \$1000 fellowship in the Department of Chemistry for the year 1939-1940, to be known as the Procter and Gamble Fellowship, be accepted and the appreciation of the Board of Trustees be appropriately expressed.

That the research agreement hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the Toulmin Bacteriological Project, effective January 1 to September 30, 1939, be reported to the Board of Trustees as having been cancelled, effective March 31, 1939, upon request of the cooperator.

That the research agreement hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following project be reported to the Board of Trustees for information and record:

Julius F. Stone, Columbus, Ohio—Investigation of Reduction of Metal Salts in Liquid Ammonia (to be known as the Julius F. Stone Fellowship).

That, in accordance with the recommendation of the University Faculty, degrees be awarded at the Winter Convocation on March 17, 1939, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Warner William Carlson, B.Sc., M.Sc. (University of Nebraska); Horace Champney, A.B. (Antioch College), M.A.; Ralph Willard Dean, B.Sc. in Agr., M.Sc.; Bernard Fried, B.S. in Physics (University of Illinois), M.Sc.; Fred William Gallagher, B.A. (Western Reserve University), M.A.; Ralph Garling Harshman, B.S. in Edu. (Ohio Northern University), M.A.; Louis Kaplan, B. S. (University of Chattanooga), M.A.; Donald Redvers Lowdermilk, B.Edu. (Illinois State Normal University), M.A. (University of Illinois); Raymond

Frech Mikesell, B.A., M.A.; Ezra Guy Rasmussen, B.S. in Rural Com. (Kansas State Agricultural College), M.B.A. (Northwestern University); Leland Frederic Roy, B.Ch.E., M.Sc.; Russell Breneman Smith, B.A. (Ohio Wesleyan University), M.A.; Jack Taif Spencer, B. S. in Edu. (Kent State University), M.S. (University of Wisconsin); James Milton Watkins, B.S. (University of Michigan), M.S. (Michigan State College); Jesse O. White, B.A.; Forrest Brooks Whittington, B.S. (Clemson Agricultural College), M.Sc.

MASTER OF ARTS

Ruth Mildred Bachmayer, B.A. (Ohio Wesleyan University); Glendon Kenneth Bradford, B.Sc. in Edu.; Virgil James Briegel, A.B. (Capitol University); Orin Walter Davis, A.B. (Rio Grande College); Francis Harry Fletcher, B.S. in Edu. (Ohio University); Lester Clarence Furney, B.S. in Edu. (Kent State University); Dorothy Dolores Harper, B.A., B.Sc. in Edu.; Claude Theodore Hathaway, B.A., B.Sc. in Edu.; Richard Hendricks, A.B. (Franklin College); Nicholas Hobbs, B.A. (The Citadel); Francis Lee Kelly, B.S. (Tuskegee Normal and Industrial Institute); Malcolm Foote Kent, B.Sc. in Bus. Adm.; Elton Edwin Kistler, B.Sc. in Edu.; George Gorham Lane, B.S. (Tufts College); George Raymond Leyda, A.B. (Mount Union College); Eu Sung Liu, B.Sc. in Bus. Adm.; Mary Jane Loomis, B.Sc. in Edu.; Earl John Mickle, B.S. (Mount Union College), B.S. in Edu. (Bowling Green State University); Ann Paterson, B.Sc. in Edu.; Charles Robert Robinson, B.A.; Aloys Mary Sacksteder, B.S. in Edu. (Kent State University); Charles Berry Schuchardt, B.S. in Edu. (Washington and Jefferson College); Ransford Monroe Smith, A.B. (University of Alabama); Marsh Allen Snyder, B.S. in Edu. (Muskingum College); Stanford Searle Speaks, B.A.; Secundino Vega, B.S. in Edu. (University of Puerto Rico); Robert Woolf Votaw, A.B. (Miami University); Paul Frederick Wacker, B.A.; Jeraldine Taylor Watson, B.A. (Muskingum College).

MASTER OF BUSINESS ADMINISTRATION

William Edgar Harrison, A.B. (Morehouse College); Robert C. Manhart, B.Sc. in Bus. Adm.; Evelyn Therese McDonald, B.Sc. in Bus. Adm.

MASTER OF SCIENCE

Benjamin Berger, B.A.; Karl Edward Blumenberg, B.A.; Paul Frederick Bobula, B.S. (Massachusetts State College); Allen I. Gordon, B.Ch.E.; James David King, A.B. (Miami University), M.D. (George Washington University); Gerhard Frank Lamers, M.E. (Marquette University); Stanley Elberson Lull, B.S. (Alfred University); Donald Craig MacDonald, B.S. (Iowa State College); Richard Francis McCormick, B.Ch.E.; Solomon Miller, A.B. (University of Akron); Earl Bennett Poling, B.Sc. in Agr.; Myron William Smith, B.Sc. in Agr.; Thomas Clark Van Osdall, B.S. (Ashland College).

BACHELOR OF SCIENCE IN AGRICULTURE

Wayne Harold Babcock; Thomas Troth Berry; Ivan Cammack; Charles Andrew Carlson; George Eugene Cleveland; Dale LaVerne Dargitz; Doyle Deleth Duckworth; Emil E. Eisenhut, Jr.; Joseph William Enke; Glenn Howard Foltz; George Francis Fuller; Robert Franklin Green; John Hartlein, Jr.; James Carlton Henderson; Arthur Dana Kasler; Roy Laverne Keely; Merton Lowell Kesselring; Virgil Jay Klopfer; Lester Henry Lehman; Chester Newton McGrew; Ed-

ward Arnold Morrison; Sheldon Beverly Newton; George Ernest Pallas; Ralph Lee Palmer; James Hollis Petro; Cornelius Hanford Price; Edward Weidner Reisinger; Marion Leroy Rickly; Donald Horton Russ; Russell LeRoy Schilling; Lowell Cornell Shook; Wayne Edward Smith; Richard Earl Steele; Frank Miller Taylor; Alva Jessie Van Atta.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Mildred Selene Brenner; Betty McIlroy Galloway; Marjory Ethel Lockwood.

BACHELOR OF ARTS—WITH HONORS

George Armour (cum laude and with Distinction in Political Science); Russell Sharon Bower (with Distinction in Chemistry); Joseph Foster Foster, Jr. (cum laude and with Distinction in Mathematics); Moses Leeb (cum laude); Ralph Clyde Robertson (cum laude); Merle Jeanne Swineford (cum laude).

BACHELOR OF ARTS

Evelyn Cencia Alvarez; Martha Oneta Anderson; Louis Bloomberg; John Newark Burkey; Julius Caesar Calabria; William Alfred Colwell; Clara Distel; Ruth McGlashan Duffus; Ethel Elizabeth Eicher; William Henry Fries, B.S. in Bus. (Miami University); Jane Abbott Gale; Frank Gelbman; William Horner Hamilton, Jr.; Guy Sanford Hulett; Merrill Francis Jones; James Sherman Kile; Earl James Kohn; Mary Margaret Manney; James Frederic McDaniel; Kenneth William McKinley; Vernon Bernard McMillen; Marietta Miller; Mary Lentz Morrison; Paul Francis Munger; Helen Patricia Pearce; Arthur Frederick Rense; Joseph Richard Rich; Frank Bernard Rosenberger; Franklin Henry Schaeffer; William Vaughn Shaftner; Herbert Shuman Siens; Margaret Jean Simpson; Marie Glenn Thrall; Jessie Clare Tomlinson; Mary Edith Wall; Lee Thomas Weaver; Clyde Edward Wooley.

BACHELOR OF SCIENCE IN JOURNALISM

Robert Nathaniel Butler.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

William Otis Anderson; Charles David Bird; Donald Wilfred Boehme; Robert Isaiah Boose; Kenneth Edward Bowen; Estelle Elizabeth Campbell; John Vincent Cassidy; Carl Powers Cronk; Wilbur Frank Davidson; Thomas Edgar Davis; Amy Lee Grimm; Stephen Peter Hahn; Robert Worthington Hamilton; John William Hoffhines; Allen Maurice Holman; Mary Carolyn Keller; Robert Frank Kundtz; Harry Edwin Leventhal; Clarence Earl Lopez; James Gerard McMahon; Joseph Frame Mills; Harold Wilson Newcome; Kenneth Earl Rearick; Joseph Bayer Sherman.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Mary Elizabeth Bush; Roy Treuhaft.

BACHELOR OF SCIENCE IN EDUCATION

Evelyn Cencia Alvarez; Philip Rodes Anderson; Geraldine Louise Barclay; Paul Howard Bassett; Mary Jane Blausser; Kathryn Lorna Burgess; Cecile Frances Cassick; William Dean Cochran; William Alfred Colwell; Vivian Lucille Crites; Mary Catherine Davin; Paul Theodore Doelker; Martha Bernice Evans; Nancy Alice Ferris;

Gladys Roslyn Fringer; Richard William Gilmore; Marjorie Gompf; Samuel Nathan Goodman; Vivian Lucille Harris; Ronald William Hines; Jay Robert Klein; Peggy Joy Knapp; Margaret Lucille Lutz; Adeline Dietemann McCready; Ruth Margaret Pegg; Florence Webster Ptak; Elko Michael Sennish; Donald Newton Sherwood; Eva Brunt Smith; Helen Elizabeth Vath; Rose Rachel Weinstein; Mary Margaret Wilking; Elizabeth Cecilia Williams; Mary Elizabeth Winters; James Edward Wood, Jr.; Mary Lucretia Ziebold, B.A., M.A.

BACHELOR OF FINE ARTS

Grose Evans; Frances Carolyn Lowry; George Frederick Schueler; Bert Tiedeman.

BACHELOR OF AGRICULTURAL ENGINEERING

Paul Henry Rofkar, B.Sc. in Agr.

BACHELOR OF CHEMICAL ENGINEERING

Nicholas Leslie Berzy; Ralph Edgar Quigley.

BACHELOR OF CIVIL ENGINEERING

John Daniel Kirkwood; James Leonard Sheaff; Albert Trefny.

BACHELOR OF ELECTRICAL ENGINEERING

A. Eugene Anderson; Carmon Lavann Clay; Arthur Yale Dunn; George Bainbridge Woods.

BACHELOR OF ENGINEERING IN MINING

Lewis C. McColloch.

BACHELOR OF INDUSTRIAL ENGINEERING

Dominic Raymond Fagnano; Jack Douglas Fishburn; Arnold Jack Frey, B.Sc. in Edu.; Samuel Aaron Hoke; Stanley Fredrick Steiner.

BACHELOR OF LANDSCAPE ARCHITECTURE

Joseph Harvey Berry.

BACHELOR OF METALLURGICAL ENGINEERING

Arthur Ray Elsea; James Frederick Kraner; James Laverne Sutherland; Milton Wiener.

DOCTOR OF VETERINARY MEDICINE

Karl Thomas Espy.

CERTIFICATE OF GRADUATE NURSE

Martha Bernice Evans; Peggy Joy Knapp; Ruth Margaret Pegg.
 Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Mr. Dargusch, Chairman of the special committee of the Board to investigate un-American activities on the University campus, presented a preliminary report and recommended that the life of this committee be extended from April 1st to May 1st in order that it may continue its investigations. Upon motion of Mr. Thompson, sec-

oned by Mr. Atkinson, the above recommendation was upon roll call unanimously approved.

* * * * *

Mr. Dargusch, Chairman of the special committee of the Board appointed to study a Faculty Retirement plan, now presented a plan for retirement income and collective life insurance, and suggested that the Board give consideration to the principles involved in said plan.

Upon motion of Mr. Thompson, the Board commended Mr. Dargusch and his committee for the work done, and expressed its general approval of the plan proposed. Before taking formal action on the plan, the Board requested the Acting President to submit same to the University Faculty for its consideration and recommendations.

* * * * *

Mr. Dargusch now presented the following bills incurred in connection with the investigation of un-American activities on the campus, and recommended their approval:

Mr. Simon P. Dunkle (personal services)....	\$600.00
Telephone and telegraph.....	10.21
Supplies	27.96
Total.....	\$638.17

Upon motion of Miss Campbell, seconded by Mr. Atkinson, the above bills were approved and ordered paid from the Interest on Endowment Fund.

* * * * *

The Secretary now presented the following extra on the Building Excavation contract from the Women's Dormitories (PWA Docket No. Ohio 2095-F), as prepared by the University Architect:

<i>Extra</i>	<i>C. Barthelmes</i>	<i>February 27, 1939</i>
150 cubic yards Excavation @ 55c per cubic yard.....		\$82.50

Upon motion of Mr. Thompson, seconded by Miss Campbell, the above extra to contract was upon roll call unanimously approved.

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on February 16, 1939, and contracts awarded in connection with the Women's Dormitories (PWA Docket No. Ohio 2095-F):

CABINET MINUTES

Columbus, Ohio
February 16, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. Elleman, Smith, and Steeb. Messrs. N. F. Blair and G. W. Neely representing the Federal Emergency Administration of Public Works were also present.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on February 13, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Women's Dormitories,

as per advertisement. The following bids were received, read, and tabulated:

Division 1 — General Contract (Items I to XV)

	<i>Base Bid</i>	<i>Bond</i>
Robert H. Evans and Company.....	\$291,367.00	\$295,000.00
Norton and Nadalin.....	284,700.00	285,000.00
E. Elford and Son.....	265,857.00	275,000.00
National Concrete and Fireproofing Company	313,000.00	313,000.00
Frank Messer and Sons, Inc.....	272,689.00	273,000.00
C. M. Barr Company.....	279,817.00	325,000.00

ALTERNATES

	<i>No. 1 (deduct)</i>	<i>No. 2 (deduct)</i>	<i>No. 3 (deduct)</i>	<i>No. 4 (deduct)</i>
Robert H. Evans and Company	\$2,000.00	\$11,000.00	\$5,000.00	\$ 700.00
Norton and Nadalin.....	2,100.00	9,500.00	5,500.00	940.00
E. Elford and Son.....	1,800.00	11,000.00	8,400.00	900.00
National Concrete and Fire- proofing Company	2,000.00	12,000.00	7,500.00	1,000.00
Frank Messer and Sons, Inc...	2,500.00	10,500.00	7,200.00	900.00
C. M. Barr Company.....	1,829.00	12,956.00	6,100.00	1,000.00

Division 2 — Elevator Contract (Items XVI and XVII)

	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. No. 2 (deduct)</i>
Haughton Elevator Company.....	\$ 7,608.00	\$ 7,608.00	\$
Warner Elevator Mfg. Company.....	7,708.00	7,708.00
Otis Elevator Company.....	7,300.00	7,500.00	815.00

Division 3 — Heating and Ventilating Contract (Item XVIII)

	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. No. 2 (deduct)</i>
Huffman-Wolfe Company	\$21,300.00	\$30,000.00	\$ 400.00
W. F. Schmidt.....	23,481.00	24,000.00
Handley Plumbing Company.....	20,435.00	20,435.00	86.00
W. H. Spohn Plumbing Company.....	18,890.00	19,000.00	640.00

Division 4 — Plumbing Contract (Item XIX)

	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. No. 2 (deduct)</i>
W. H. Spohn Plumbing Company.....	\$23,700.00	\$24,000.00	\$
Handley Plumbing Company.....	24,260.00	24,260.00	25.00
Huffman-Wolfe Company	23,700.00	25,000.00	20.00

Division 5 — Electrical Contract (Item XX)

	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. No. 2 (deduct)</i>
Gustav Hirsch Organization.....	\$15,490.00	\$16,000.00	\$ 358.00
Electric Power Equipment Company....	14,570.00	15,000.00	330.00
Bertke Electric Company, Inc.....	17,680.00	17,680.00	310.00
Beltzhoover Electric Company.....	14,467.00	14,467.00	518.00
Ginn Electric Company.....	12,930.00	13,000.00	70.00

Explanation of Alternates:

- No. 1. — Omit Terrace
- No. 2. — Omit East Wing
- No. 3. — Omit Acoustic Treatment
- No. 4. — Linoleum for Cork Tile

Upon motion, the above bids were turned over to the University Architect for inspection and report back to Cabinet.

CABINET MINUTES

Columbus, Ohio,
February 17, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.
Present: Messrs. McPherson, Elleman, Smith, and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received February 16, 1939, for the Women's Dormitories (PWA Docket No. Ohio 2095-F).

February 16, 1939.

University Cabinet,
Administration Building.
Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet February 16, 1939, pursuant to advertisement for construction of Women's Dormitories (PWA Docket No. Ohio 2095-F), and submit the following report:

- (1) I find the low bids in each Division of the Contract are regular in every respect, and below the estimates of cost approved by the State Director of Public Works, the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA) and on file with the Auditor of State.
- (2) I recommend that under the authority granted by the Board of Trustees of the Ohio State University, at its meeting held February 13, 1939, the University Cabinet recommend to the State Director of Public Works the award of contracts as follows:

Division 1.	General Contract and General Conditions to E. Elford and Son.....	\$265,857.00
Division 2.	Elevator Contract and General Conditions to Otis Elevator Company.....	\$ 7,300.00
Division 3.	Heating and Ventilating Contract and General Conditions to the W. H. Spohn Plumbing Company	\$ 18,890.00
Division 4.	Plumbing Contract and General Conditions to Huffman-Wolfe Company	\$ 23,700.00

The low bids of W. H. Spohn and Huffman-Wolfe are identical in every respect for this division. Since the W. H. Spohn Company is low bidder on Division 3, I recommend that the award on Division 4 be made to Huffman-Wolfe for the sole reason that this will make a wider distribution of labor on the project. I have had a joint conference with these two bidders and have a statement signed by them agreeing to this method of recommendation of award.

Division 5.	Electrical Work Contract and General Conditions to Ginn Electric Company.....	\$ 12,930.00
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Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Dr. McPherson, seconded by Mr. Elleman, the above recommendations of the University Architect were approved and the Architect was directed to advise the Director of Public Works of these recommendations.

Upon motion of Mr. Thompson, seconded by Miss Campbell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary reported to the Board that bids covering the construction of the Men's Dormitory (PWA Docket No. Ohio 1990-F) will be received on March 22, 1939, at 2 o'clock.

Upon motion of Mr. Thompson, seconded by Miss Campbell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now brought to the attention of the Board an agreement with the Division of Conservation of the state of Ohio pertaining to a 27-acre tract of land in Franklin County, which is owned by the University and has been previously assigned for forest planting.

This agreement, which has been signed by John F. Cunningham, Dean of the College of Agriculture, for and on behalf of the Ohio State University, provides merely that this tract shall have the protection of the Department of Conservation so as to exclude hunters and trespassers and to permit certain wildlife studies to be made by the Wildlife Research Station.

Upon motion of Mr. Thompson, seconded by Miss Campbell, the Board by unanimous vote approved the action of Dean Cunningham in signing said agreement with the Division of Conservation.

* * * * *

The University Architect, Mr. Howard Dwight Smith, now presented the drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Faculty Assembly Unit (PWA Docket No. 2158-F).

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, the Board upon roll call unanimously approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Faculty Assembly Unit, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

* * * * *

Acting President McPherson now reported the death, on March 4, 1939, of Emeritus Professor Charles S. Plumb of the Department of Animal Husbandry, and presented the following minute for the record of the Board:

Of staid New England ancestry Charles Sumner Plumb was educated at the Massachusetts Agricultural College, receiving the degree of B.Sc. in 1882. After filling important positions in turn in New York, Tennessee, and Indiana, he came to our own University in 1902 as Professor of Animal Husbandry. In this service of thirty-seven years he devoted his life with untiring energy to the great field of agriculture and especially to that section known as animal husbandry. He built up in our own University a Department of Animal Husbandry that remains today one of the outstanding depart-

ments of its kind in the entire country and one that in itself is a monument to his memory.

Not only was Professor Plumb admired and loved by his students and associates, but by everyone who had the good fortune to know him. One could not help being impressed by his modesty, his simplicity, his kindness, and the realization of these qualities grew and widened with acquaintance. He always had that courage that counted for so much in life and the quiet mind and good nature we cannot help admiring.

The Board of Trustees hereby expresses its great appreciation of Professor Plumb not only a a man, but also for the great contribution he made in the upbuilding of our University.

* * * * *

Thereupon the Board adjourned to meet upon call of the Chairman.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND TWELFTH MEETING
OF THE BOARD OF TRUSTEES

Columbus, Ohio, April 10, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M., pursuant to call of the Chairman.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, Dr. Burrell Russell, and Lockwood Thompson.

* * * * *

The minutes of the last meeting were approved.

* * * * *

The Secretary presented a letter from the University Architect, Mr. Howard Dwight Smith, dated April 8, 1939, stating the need for a revised estimate of cost for the Men's Dormitory (PWA Docket No. Ohio (1990-F))

Dr. Russell then proposed the following resolution and moved its adoption:

WHEREAS, the estimate of the cost of the Men's Dormitory (PWA Docket No. Ohio 1990-F), Ohio State University, needs to be revised for the reasons indicated in the University Architect's recommendation dated April 8, 1939;

NOW THEREFORE BE AND IT IS RESOLVED by the Board of Trustees of Ohio State University,

- I. That the estimate of the cost of the foregoing project be revised as follows:

Item	Latest Approved Estimate (Form 231-1-12-'39)	Newly Revised Estimate
1. Preliminary Expense	\$ 000.00	\$ 400.00
2. Land and Right of Way.....	000.00	000.00
3. Construction Cost	820,000.00	839,100.00
4. Engineering	30,000.00	20,000.00
5. Legal and Overhead.....	000.00	500.00
6. Interest during Construction.....	20,000.00	10,000.00
7. Miscellaneous Costs	000.00	000.00
Total Estimated Cost.....	\$870,000.00	\$870,000.00
Funds Available,		
Earned Grant.....	391,500.00	391,500.00
Owner's Funds	478,500.00	478,500.00
Total.....	\$870,000.00	\$870,000.00

- II. That the said Board of Trustees hereby acknowledges that the project will be constructed and funds therefore expended on the basis of the revised items of estimated cost appearing above.

- III. That the following funds are available or will be made available as needed to meet all the costs of the expendi-

tures incurred or to be incurred in connection with the complete construction of the said project:

Federal Grant, August 22, 1938..... \$391,500.00
Revenue Bonds (State Teachers Retirement Fund)..... 478,500.00

The above motion was seconded by Mr. Thompson, and was upon roll call unanimously adopted.

* * * * *

The Secretary now presented a letter from the University Architect, Mr. Howard Dwight Smith, dated April 8, 1939, stating the need for a revised estimate of cost for the Women's Dormitories (PWA Docket No. Ohio 2095-F).

Dr. Russell then proposed the following resolution and moved its adoption:

WHEREAS, the estimate of the cost of the Women's Dormitories (PWA Docket No. Ohio 2095-F), Ohio State University, needs to be revised for the reasons indicated in the University Architect's recommendation dated April 8, 1939;

NOW THEREFORE BE AND IT IS RESOLVED by the Board of Trustees of Ohio State University,

- I. That the estimate of the cost of the foregoing project be revised as follows:

Item	Latest Approved Estimate (Form 231-1-12-'39)	Newly Revised Estimate
1. Preliminary Expense	\$ 200.00	\$ 300.00
2. Land and Right of Way.....	000.00	000.00
3. Construction Cost	486,800.00	498,900.00
4. Engineering	20,000.00	15,000.00
5. Legal and Overhead.....	000.00	300.00
6. Interest during Construction.....	15,000.00	7,500.00
7. Miscellaneous Costs	000.00	000.00
Total Estimated Cost.....	\$522,000.00	\$522,000.00
Funds Available,		
Earned Grant.....	234,900.00	234,900.00
Owner's Funds	287,100.00	287,100.00
Total.....	\$522,000.00	\$522,000.00

- II. That the said Board of Trustees hereby acknowledges that the project will be constructed and funds therefore expended on the basis of the revised items of estimated cost appearing above.

- III. That the following funds are available or will be made available as needed to meet all the costs of the expenditures incurred or to be incurred in connection with the complete construction of the said project:

Federal Grant, September 13, 1938..... \$234,900.00
Revenue Bonds (State Teachers Retirement System)..... 287,100.00

The above motion was seconded by Mr. Thompson, and was upon roll call unanimously adopted.

* * * * *

Upon motion of Mr. Dargusch, seconded by Miss Campbell, the Acting President was requested by unanimous vote to present to the Board of Trustees at its next meeting a report of the progress made to date by the special committee of the Administrative Council appointed to consider matters pertaining to academic ranks, methods of appointment and promotion.

* * * * *

Acting President McPherson now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Max Drake	County Club Agent, Medina County	Feb. 28, 1939	\$2,500.00
Lawrence W. Daniels	Asst. Co. Agr. Agent, Belmont County	Mar. 31, 1939	2,000.00
<i>College of Agriculture Administration</i>			
Crystal Barker	Stenographer	Apr. 21, 1939	1,080.00
<i>Agricultural Chemistry</i>			
John B. Armstrong	Graduate Assistant	Mar. 31, 1939	450.00
<i>Botany</i>			
Atwell M. Wallace	Graduate Assistant	Mar. 31, 1939	450.00
<i>Horticulture and Forestry</i>			
Joseph R. Gross	Graduate Assistant	Mar. 31, 1939	450.00
Elbert L. Agnew	Graduate Assistant	Mar. 31, 1939	450.00
<i>Zoology and Entomology</i>			
Bruce D. Gleissner	Graduate Assistant	Mar. 31, 1939	450.00
Norris D. Blackburn	Graduate Assistant	Mar. 31, 1939	450.00
<i>College of Arts and Sciences Administration</i>			
Theo C. Williams	Stenographer	Apr. 30, 1939	1,020.00
<i>Bacteriology</i>			
Henry Fineberg	Student Assistant	Mar. 31, 1939	300.00
<i>College of Commerce and Administration Business Organization</i>			
Ralph Ablon	Graduate Assistant	Mar. 31, 1939	450.00
<i>Economics</i>			
Merlin Smelker	Graduate Assistant	Mar. 31, 1939	450.00
<i>College of Education Music</i>			
John Schwarzwalder	Graduate Assistant	Mar. 31, 1939	150.00
<i>College of Law</i>			
Myra McCrory	Assistant to the Dean	Mar. 31, 1939	1,200.00
<i>College of Medicine Medicine</i>			
Dorothy K. Cranmer	Stenographer	Mar. 31, 1939	1,080.00
<i>Physiology</i>			
Harold R. Street	Research Assistant	Apr. 30, 1939	3,000.00
Jonathan Thatcher	Part-time Assistant	Apr. 30, 1939	300.00
<i>Starling-Loving Hospital Nursing Care</i>			
Tracy W. Smith	Orderly	Feb. 28, 1939	684.00
Judy Ellen Rogers	Nurses Aide	Mar. 31, 1939	504.00
<i>Dietary</i>			
Gertrude Weisnicht	Waitress	Mar. 31, 1939	588.00
<i>President's Division Broadcasting Station</i>			
George E. Anthony	Radio Operator	Mar. 31, 1939	1,500.00

<i>Physical Education for Women</i>			
Roberta Westhafer	Graduate Assistant	Mar. 31, 1939	450.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Hester C. Reighley	Assistant to Registrar	Mar. 18, 1939	1,020.00
Betty P. Wilkinson	Assistant to Registrar	Feb. 31, 1939	1,200.00
<i>Dean of Women's Office</i>			
Bethany Lee Berdan	Assistant to Dean	Mar. 31, 1939	972.00
<i>Physical Plant Division</i>			
<i>Janitor Service</i>			
John G. McCartney	Janitor	Mar. 31, 1939	1,380.00
	(Mr. McCartney died March 13, 1939)		
Howard C. Martin	Janitor	Mar. 31, 1939	1,260.00
<i>Laboratory Supply Store</i>			
Eileen Barker	Clerk	Mar. 31, 1939	960.00
* * *	* * *	* * *	* * *

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Scott J. Rigdon, Jr.	Asst. Co. Agr. Agent, Belmont County	Apr. 1, 1939		\$2,000.00
Chester N. McGrew	4-H Club Agent, Medina County	Apr. 1, 1939		1,800.00
<i>College of Agriculture</i>				
<i>Agricultural Chemistry</i>				
Frank W. Jones, Jr.	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>Botany</i>				
Clayton W. Ellett	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>Home Economics</i>				
Estelle B. Franks	Instructor	Mar. 28, 1939 for 2½ months		437.50 period
Elsie Steiger Minton	Instructor	(Salary to be paid from George-Deen Funds) Mar. 27, 1939 for 4 weeks		175.00 period
<i>Horticulture and Forestry</i>				
Elbert L. Agnew	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
Hubert C. Mohr	Graduate Assistant	Apr. 1, 1939	(12 months)	450.00
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
Fred W. Gallagher	Part-time Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>Chemistry</i>				
William MacNevin	Instructor	Apr. 1, 1939	Sp.	500.00 period
	(Special contract)			
Howard L. Yowell	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
Charles H. Jones	Graduate Assistant	Apr. 1, 1939	Sp.	150.00 period
<i>Mathematics</i>				
Dale F. Leipper	Graduate Assistant	Apr. 1, 1939		150.00 period
<i>College of Commerce and Administration</i>				
<i>Accounting</i>				
Paul J. Thomas	Assistant	Apr. 1, 1939	Sp.	300.00 period

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Robert C. Behn	Graduate Assistant	Apr. 1, 1939		150.00 period
William L. Gans	Graduate Assistant	Apr. 1, 1939		150.00 period
John H. Ziegler	Graduate Assistant	Apr. 1, 1939		150.00 period
<i>Business Organization</i>				
Merrill De Voe	Graduate Assistant	Apr. 1, 1939		150.00 period
<i>Economics</i>				
William R. Bigler	Assistant	Apr. 1, 1939	Sp.	300.00 period
Dwight Morehead	Assistant (part time)	Apr. 1, 1939	Sp.	100.00 period
Virgil Crissafulli	Graduate Assistant	Apr. 1, 1939		150.00 period
<i>College of Education</i>				
<i>Education</i>				
Helen Kienzle	Assistant Professor	Apr. 1, 1939	Sp.	850.00 period
Archibald W. Anderson	Instructor (part time)	Apr. 1, 1939	Sp.	339.00 period
James K. Skipper	Instructor (part time)	Apr. 1, 1939	Sp.	339.00 period
R. Heber Richards	Assistant	Apr. 1, 1939	Sp.	300.00 period
Anne Keener	Assistant (part time)	Apr. 1, 1939		150.00 period
Norma A. Kirkendall	Student Assistant	Apr. 1, 1939	Sp.	50.00 period
<i>Music</i>				
Mary L. Meister	Assistant	Apr. 1, 1939	Sp.	300.00 period
Samuel R. Goldman	Assistant	Apr. 1, 1939	Sp.	300.00 period
Elizabeth Higley	Graduate Assistant	Apr. 1, 1939		150.00 period
<i>Psychology</i>				
George G. Lane	Graduate Assistant (part time)	Apr. 1, 1939	Sp.	50.00 period
<i>College of Engineering</i>				
<i>Electrical Engineering</i>				
John A. Clark	Assistant	June 1, 1939 for 3 months		264.00 period
<i>College of Law</i>				
Ruth Erwin	Assistant to the Dean	Apr. 1, 1939 (12 months)		1,200.00
<i>College of Medicine</i>				
<i>Physiology</i>				
Jonathan Thatcher	Research Assistant	May 1, 1939 for 2 months		500.00 period
(Salary to be paid from Rockefeller Foundation Fund—Rotary No. 7670)				
Charles H. Duncan	Part-time Assistant	May 1, 1939 for 2 months		60.00 period
<i>School of Nursing</i>				
Saima M. Huber	Assistant Professor	Apr. 1, 1939	(5) Sp.	500.00 period
Vera F. Warner	Assistant Professor	Apr. 1, 1939	(5) Sp.	450.00 period
Eva B. Smith	Instructor, Surgical and Medical Nursing	Apr. 1, 1939	(3&4) Sp.	375.00 period
<i>Surgical Research</i>				
James D. King	Comly Fellow in Surgical Research	Apr. 1, 1939	Su.Au. (1939) Sp.	600.00
(Salary to be paid from the Comly Fund as follows: \$50 per month from April through June, and \$75 per month from July through December, 1939)				
Thomas B. Douglas	Comly Fellow in Surgical Research	Jan. 1, 1939	Su. } '39 } Wi.Sp.	500.00
(Salary to be paid from the Comly Fund as follows: \$100 per month from April through August, 1939)				

Starling-Loving Hospital
Nursing Care

Bruce Barber	Orderly	Mar. 6, 1939	(3&4)	684.00
<i>Dietary</i>				
Garletta G. Dickson	Waitress	Apr. 1, 1939	(3&4)	588.00
<i>Graduate School</i>				
Stanley E. Lull	Research Fellow	Apr. 1 to Dec. 31, 1939		900.00
	(Salary to be paid from the Glazed Brick and Tile Institute Fund)			period
Edward Bordin	Research Assistant	Apr. 1, 1939	Sp.	75.00
	(Salary to be paid from Graduate School Fund 1200 F-9)			period
George C. Martin, Jr.	John A. Bownocker Fellow	Oct. 1, 1939	Au. Wi. Sp.	750.00
Helmuth Wedow, Jr.	John A. Bownocker Scholar	Oct. 1, 1939	Au. Wi. Sp.	450.00
Joseph J. C. Graham	John A. Bownocker Scholar	Oct. 1, 1939	Au. Wi. Sp.	450.00
Russell F. Kaiser	John A. Bownocker Scholar	Oct. 1, 1939	Au. Wi. Sp.	450.00
Geraldine Blair	Clerk	Apr. 1, 1939 for 3 months		255.00
				period

President's Division

Broadcasting Station

Joseph H. Wack	Radio Operator	Apr. 1 to June 30, 1939		375.00
				period

Physical Education for Women

Roberta Westhafer	Instructor	Apr. 1, 1939	Sp.	550.00
				period

Salary to be paid as follows: \$150 from A-1; \$400 from Faculty Women's Fee Fund)

Administrative Division

Registrar's Office

Eleanor Bricker	Assistant to Registrar	Mar. 21, 1939		1,020.00
Martha Ashbrook	Assistant to Registrar	Apr. 1, 1939		1,020.00

Dean of Women's Office

Daisy M. Roskopf	Assistant to the Dean	Apr. 1, 1939 for 3 months		243.00
				period

Physical Plant Division

Roads and Grounds

George Osbun	Laborer	Apr. 1, 1939 for 7 months		630.00
				period
Charles Bell	Laborer	Apr. 1, 1939 for 7 months		630.00
				period

Janitor Service

Harry W. Baughman	Janitor	Apr. 1, 1939		1,200.00
Henry F. Conley	Janitor	Apr. 1, 1939		1,200.00

Summer Quarter Appointments

Name	Title	Period	Rate for Period
<i>College of Agriculture</i>			
<i>Botany</i>			
*John N. Wolfe	Instructor	Su. Qr.	300.00
<i>Home Economics</i>			
*Ruth Beard	Instructor	Su. Qr.	600.00
Ruth Jones	Assistant (part time)	Su. Qr.	150.00
(To be named later)	Assistant (part time)	Su. Qr.	150.00
(To be named later)	Assistant (part time)	Su. Qr.	150.00
LaRoux Roebuck	Graduate Assistant	1st. term, Su. Qr.	75.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Edward A. Steinhaus	Graduate Assistant	Su. Qr.	150.00
Harold E. Moses	Graduate Assistant	Su. Qr.	150.00
Edwin B. Adams	Graduate Assistant	Su. Qr.	150.00
Paul J. Kadull	Graduate Assistant	1st. term, Su. Qr.	75.00
<i>Chemistry</i>			
*W. Conard Fernelius	Associate Professor	Su. Qr.	900.00
Roy G. Bossert	Assistant Professor	Su. Qr.	850.00
<i>Classical Languages</i>			
Louis Zickgraf	Lecturer	Su. Qr.	350.00

<i>English</i>			
George W. Howgate	Professor	Su. Qr.	500.00
Stewart S. Morgan	Professor	Su. Qr.	500.00
<i>German</i>			
Arne O. Lindberg	Graduate Assistant	Su. Qr.	150.00
Erich W. Steiniger	Graduate Assistant	Su. Qr.	150.00
Walter DeVold	Graduate Assistant	Su. Qr.	150.00
<i>History</i>			
Louis M. Hacker	Visiting Professor	Su. Qr.	1,000.00
Lewis G. Vander Velde	Visiting Professor	Su. Qr.	1,000.00
<i>Speech</i>			
Ray Edward Keeseey	Assistant	Su. Qr.	300.00
J. Garber Drushal	Assistant	Su. Qr.	300.00
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
*Felix E. Held	Professor	Su. Qr.	1,000.00
*J. Wayne Ley	Assistant Professor	1st term, Su. Qr.	250.00
<i>Geography</i>			
Alford Archer	Assistant	1st term, Su. Qr.	150.00
Arthur H. Robinson	Assistant	1st term, Su. Qr.	150.00
<i>School of Social Administration</i>			
*Robert G. Paterson	Professor	Su. Qr.	250.00
*Wilbur C. Batchelor	Associate Professor	Su. Qr.	300.00
<i>Sociology</i>			
James A. Quinn	Associate Professor	Su. Qr.	900.00
Rupert Koeninger	Assistant	Su. Qr.	300.00
Ersel E. LeMasters	Assistant	Su. Qr.	300.00
Edwin M. Lemert	Assistant	Su. Qr.	300.00
<i>College of Education</i>			
<i>Education</i>			
Charles E. Prall	Professor	Su. Qr.	1,100.00
*Thomas C. Holy	Professor	Su. Qr.	1,026.00
Heber A. Sotzin	Professor	2nd term, Su. Qr.	550.00
Miles E. Cary	Associate Professor	Su. Qr.	1,200.00
M. M. Chambers	Associate Professor	1st term, Su. Qr.	450.00
*A. H. Moehliman	Associate Professor (part time)	Su. Qr.	450.00
Wilfred Eberhart	Assistant Professor	2nd term, Su. Qr.	500.00
*C. Warren Moore	Assistant Professor	1st term, Su. Qr.	200.00
Merle R. Sumption	Instructor	Su. Qr.	400.00
R. Lee Hornbake	Instructor	1st term, Su. Qr.	400.00
Burl N. Osburn	Instructor	2nd term, Su. Qr.	400.00
*Orin B. Graff	Instructor	Su. Qr.	500.00
Ann Paterson	Assistant	Su. Qr.	100.00
Willis A. Whitehead	Assistant (part time)	Su. Qr.	100.00
John A. Ramseyer	Assistant	1st term, Su. Qr.	100.00
Walter R. Williams, Jr.	Graduate Assistant	Su. Qr.	150.00
John M. Trytten	Lecturer	Su. Qr.	1,100.00
Elroy W. Bollinger	Lecturer	1st term, Su. Qr.	300.00
L. K. Replogle	Lecturer	1st term, Su. Qr.	250.00
<i>Fine Arts</i>			
*Erwin F. Frey	Associate Professor and Acting Chairman	Su. Qr.	667.00
*Robert M. Gatrell	Assistant Professor	Su. Qr.	466.00
*Will Rannells	Assistant Professor	1st term, Su. Qr.	300.00
*Edgar Littlefield	Instructor	Su. Qr.	500.00
*Margaret S. Fetzer	Instructor	Su. Qr.	400.00
*Ralston C. Thompson	Instructor	1st term, Su. Qr.	200.00
*Anita Landacre	Instructor	2nd term, Su. Qr.	200.00
Herbert H. Sanders	Instructor	Su. Qr.	150.00
<i>Music</i>			
*Eugene J. Weigel	Professor	1st term, Su. Qr.	550.00
*Louis H. Diercks	Professor	1st term, Su. Qr.	500.00
Thomas Hamilton	Professor	1st term, Su. Qr.	450.00
Don Morrison	Associate Professor	1st term, Su. Qr.	450.00

*Clare E. Grundman	Assistant Professor	1st term, Su. Qr.	340.00
*Manley R. Whitcomb	Assistant Professor	Su. Qr.	340.00
*Dale V. Gilliland	Assistant Professor	1st term, Su. Qr.	300.00
*M. Edith Jones	Assistant Professor	1st term, Su. Qr.	300.00
Dorothy J. Lord	Assistant Professor	1st term, Su. Qr.	300.00
Olwen Jones	Assistant Professor	1st term, Su. Qr.	300.00
*William B. McBride	Assistant Professor	2nd term, Su. Qr.	260.00
*Samuel R. Goldman	Instructor	2nd term, Su. Qr.	240.00
*Eleanor Anawalt	Instructor	2nd term, Su. Qr.	240.00
<i>Psychology</i>			
C. M. Louttit	Professor	1st term, Su. Qr.	750.00
Kurt Koffka	Professor	1st term, Su. Qr.	750.00
<i>University School</i>			
*Cecile Swales	Instructor	1st term, Su. Qr.	400.00
Roberta L. Green	Instructor	1st term, Su. Qr.	400.00
*Edna DeBolt	Instructor	1st term, Su. Qr.	300.00
*Mary Jane Loomis	Instructor	1st term, Su. Qr.	300.00
Blanche Kent	Instructor	1st term, Su. Qr.	300.00
Beth W. Thewlis	Instructor	1st term, Su. Qr.	300.00
*Louise Asplund	Instructor	1st term, Su. Qr.	300.00
Raymond Snyder	Instructor	1st term, Su. Qr.	200.00
Marjorie Hammel	Assistant to Observers	1st term, Su. Qr.	50.00
<i>College of Engineering</i>			
<i>Chemical Engineering</i>			
George M. Machwart	Associate Professor	Su. Qr.	500.00
George B. Hughey	Assistant	Su. Qr.	150.00
(To be named later)		Su. Qr.	500.00
<i>Civil Engineering—Summer Camp</i>			
*Roscoe C. Sloane	Camp Director	June 13 to July 25, 1939	600.00
*John M. Montz	Associate Professor	June 13 to July 25, 1939	400.00
*Claude H. Wall	Associate Professor	June 13 to July 25, 1939	350.00
Earl Burnett	Cook	June 13 to July 25, 1939	120.00
<i>Electrical Engineering</i>			
John Heffelfinger	Graduate Assistant	Su. Qr.	150.00
<i>Industrial Engineering</i>			
Louis A. Schultz	Student Assistant	Su. Qr.	150.00
Harry D. Moore	Student Assistant	Su. Qr.	150.00
H. M. Wiggins	Student Assistant	Su. Qr.	150.00
<i>President's Division</i>			
<i>Physical Education for Men</i>			
*Francis A. Schmidt	Professor	1st term, Su. Qr.	450.00
*Willard P. Ashbrook	Associate Professor	1st term, Su. Qr.	400.00
Wesley E. Fesler	Instructor	1st term, Su. Qr.	350.00
Paul Landis	Graduate Assistant	2nd term, Su. Qr.	100.00
<i>Physical Education for Women</i>			
*Gladys E. Palmer	Professor	1st term, Su. Qr.	500.00
Ruth E. Grout	Professor	1st term, Su. Qr.	500.00
*Geneva Watson	Assistant Professor	1st term, Su. Qr.	400.00
*Jennette A. Stein	Assistant Professor	1st term, Su. Qr.	350.00
*Ruth Hook	Instructor	Su. Qr.	500.00
Helen Alkire	Graduate Assistant	1st term, Su. Qr.	75.00
<i>Franz Theodore Stone Laboratory</i>			
*Raymond C. Osburn	Professor	Su. Qr.	750.00
*Clarence H. Kennedy	Professor	Su. Qr.	600.00
Ralph V. Bangham	Professor	1st term, Su. Qr.	300.00
*Guy-Harold Smith	Professor	2nd term, Su. Qr.	300.00
*J. Ernest Carman	Professor	Su. Qr.	300.00
Bertil G. Anderson	Assistant Professor	Su. Qr.	600.00
William F. Habnert	Assistant Professor	Su. Qr.	600.00
Earl L. Core	Assistant Professor	Su. Qr.	600.00
Francis H. Herrick	Lecturer	Su. Qr.	100.00
William L. McAtee	Lecturer	Su. Qr.	100.00
S. Charles Kendeigh	Lecturer	Su. Qr.	100.00
Herbert Friedman	Lecturer	Su. Qr.	100.00
Aldo Leopold	Lecturer	Su. Qr.	100.00

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Margaret M. Nice	Lecturer	Su. Qr.	100.00
Ernest Mayr	Lecturer	Su. Qr.	100.00
* (Special contracts)			
*	*	*	*

Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Arts and Sciences</i>			
<i>German</i>			
Robert H. Esser	Graduate Assistant	Assistant	Sp. Qr. only
Helen M. Schettler	Graduate Assistant	Assistant	Sp. Qr. only
<i>Mathematics</i>			
Harry D. Huskey	Graduate Assistant	Assistant	Sp. Qr. only
John W. Ault	Graduate Assistant	Assistant	Sp. Qr. only
*	*	*	*

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Arts and Sciences</i>				
<i>German</i>				
Robert H. Esser	Assistant	Sp. Qr. only	\$ 450.00	\$ 900.00
Helen M. Schettler	Assistant	Sp. Qr. only	450.00	900.00
<i>Mathematics</i>				
William J. Schart	Assistant	Sp. Qr. only	600.00	1,050.00
Walter S. Snyder	Assistant	Sp. Qr. only	600.00	1,050.00
Robert L. Westhafer	Assistant	Sp. Qr. only	600.00	1,050.00
David M. Krabill	Assistant	Sp. Qr. only	600.00	1,050.00
Lawrence A. Ringenberg	Assistant	Sp. Qr. only	600.00	1,050.00
Harry D. Huskey	Assistant	Sp. Qr. only	450.00	900.00
John W. Ault	Assistant	Sp. Qr. only	450.00	900.00
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
John Hart	Assistant	Sp. Qr. only	750.00	900.00
<i>Administrative Division</i>				
<i>Registrar's Office</i>				
Elizabeth Harley	Assistant to Registrar (Alumni Records Division)	Apr. 1, 1939	1,140.00	1,200.00
*	*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman only be paid from state funds:

Dean B. L. Stradley, College of Arts and Sciences, to attend the annual meeting of the Association of Deans of Liberal Arts Colleges of State Universities of the Mid-West, at Madison, Wisconsin, May 4-7, 1939;

Dean B. L. Stradley, College of Arts and Sciences, to attend the annual meetings of the North Central Association of Colleges and Secondary Schools, at Chicago, Illinois, March 27-April 1, 1939;

Joseph A. Park, Dean of Men, to attend the annual meeting of the National Association of Deans of Men at Roanoke, Virginia, April 12-15, 1939.

That the salary of Samuel L. Hansard, Graduate Assistant in the Department of Animal Husbandry, be paid from A-1, instead of from Farm Rotary No. 7250, effective April 1, 1939.

That the change in quarters of service of Assistant Professor Oscar D. Rickly and Instructor Guy Cooper of the Department of Industrial Engineering, approved by the Board of Trustees at the meeting held on March 13, 1939, be cancelled.

That the leave of absence granted to Charles W. Hammans, Extension Economist in Marketing, Agricultural Extension, at the meeting of the Board of Trustees on March 13, 1939, be cancelled.

That Miss Susannah Bryant, Assistant in the Department of Electrical Engineering, be granted a leave of absence, without salary, for the months of July, August, and September 1939.

That the Memorandum of Understanding and Agreement between the Ohio State University and the Ohio Division of Conservation, pertaining to the operation of the Franz Theodore Stone Laboratory at Gibraltar Island, be renewed, and that the Acting President be authorized to sign such agreement on behalf of the University.

That the contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation setting up the following project, be reported to the Board of Trustees for information and record:

The Stark Brick Company, Canton, Ohio—Investigation of Glazed Brick (to be known as the Stark Brick Company Fellowship, Foundation No. 17-B, E.E.S. Project K-38).

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$1000 from the National Education Association for research in the field of traffic safety (to be credited to Rotary No. 7495);

\$2500 from Mr. A. F. Davis of Cleveland, Ohio, for two \$250 scholarships per year for five years, in Welding Engineering, according to plan set up in his letter of March 23, 1939 (through the Development Fund);

\$2000 from Mrs. F. A. Ray for the purchase of books for the Departments of Mining and Metallurgy. Through the efforts of the late Professor F. A. Ray this money was collected from former students in mining and metallurgy, and this sum is to be deposited in the State Treasury to the credit of the irreducible debt of the state of Ohio, the income only to be expended for the above purpose (through the Development Fund);

\$50 from the Youngstown Mothers' Association to be added to the loan fund for Mahoning County students;

\$200 from the Ohio Federation of Women's Clubs—the final payment on the Pan-American Fellowship for the year 1938-1939.

That the affixing of the University seal, by the Secretary of the Board of Trustees, on the "Spirit Award" presented by the Athletic Board to the members of this year's basketball team under date of March 1, 1939, be approved.

Upon motion of Mr. Thompson, seconded by Miss Campbell, the

above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Mr. Dargusch, Chairman of the special committee to study a retirement system for the University staff, presented the following Plan for Retirement Income and Collective Life Insurance, and stated that this plan was presented to the University Faculty on March 15th for its consideration and that the Faculty, by unanimous vote, approved the plan. Mr. Dargusch now moved its adoption.

PLAN FOR RETIREMENT INCOME

A Plan for Retirement Income is hereby established, effective July 1, 1939.

I. *Participation.* Participation shall be required of the following full time staff members of The Ohio State University who are members of either the State Teachers' Retirement System of Ohio or the Public Employes Retirement System of Ohio:

- (1) Those of the regular instructional force or of the Agricultural Extension Division, of the rank of Instructor or above:
- (2) Those designated by the Board of Trustees who are:
 - (a) members of the Administrative Executive Staff;
 - (b) members of the Department of Athletics, recommended by the Athletic Board.

Any person whose full time is divided between The Ohio State University and the Ohio Agricultural Experiment Station, shall for the purpose of this resolution, be considered to be a full time staff member.

(Non-members of the State Retirement Systems should see Section IX.)

- II. *Retirement.* Each participant in this plan may retire at any time after attaining age 60 or upon the earlier completion of 36 years of service credited under the State Teachers or the Public Employes Retirement Systems of Ohio, and *shall* retire not later than August 31st in the case of a member of the State Teachers Retirement System, and not later than December 31st in the case of a member of the Public Employes Retirement System, next following the attainment of age 70.
- III. *Salary.* The term salary shall mean total compensation received by an individual, whether paid by either The Ohio State University from one or more funds or the Ohio Agricultural Experiment Station from one or more funds, or both.
- IV. *Contributions.* Each participant in this plan shall contribute, to the nearer dollar, four per cent. of his monthly compensation as premium for a retirement annuity contract to be issued by The Business Manager shall deduct such contributions from salary payments and forward them to the com-

pany as premiums on the above-mentioned retirement annuity contract. Contributions shall not be paid on any excess of actual salary over \$5,000 per annum.

V. *Leave of Absence.* During leave of absence on part pay, contributions shall continue in full.

VI. *Contracts.* Each retirement annuity contract written in accordance with this plan will be the property of the individual participant; the contract is between the participant and the

VII. *Supplementary Benefits.* Each participant in this plan will, upon retirement, receive annuities from the and from either the State Teachers Retirement System of Ohio or the Public Employes Retirement System of Ohio.

For each participant in service or on leave of absence on July 1, 1939, the University undertakes to supplement these annuity payments, if this is necessary to bring the total retirement benefit up to 2% of salary on July 1, 1939—but not more than \$100.00 nor less than \$60.00—for each year of service after the academic year in which age 45 was attained. In calculating this supplementary benefit, all annuities shall be taken in the form of single life annuities, regardless of whatever optional form of settlement may have been chosen by the participant.

(Non-members of the State Retirement Systems should see Section IX.)

VIII. *Years of Service.* For participants whose service may have been irregular because of giving part time for whole years or whole time for part years, years of service as used in Section VII shall be calculated in such a way as to give a year's credit for the equivalent of a full year's service at full time.

IX. *Non-members of the State Retirement Systems.* Full time staff members who refrained from becoming members of the State Teachers Retirement System of Ohio on September 1, 1921, or the Public Employes Retirement System of Ohio on January 1, 1935, and who are not now members of either system, may participate in this plan, provided they become members of the State Teachers Retirement System or the Public Employes Retirement System on or before July 1, 1939.

For those who elect so to participate, the University undertakes to furnish supplementary benefits calculated as provided in Section VII with the exception that there shall be deducted the benefit that would have resulted from membership in either system during the period when participation was available but not accepted, and the minimum of \$60.00 per year recited in Section VII shall not apply.

X. *Present Retirants.* Payments by the University to staff members now retired shall, on and after July 1, 1939, be calculated as provided in Section VII, using as salary the actual salary paid during the last year of service.

XI. *Amendment.* The Board of Trustees reserves the right to amend or discontinue this plan at any time. No provision of this plan shall affect in any way the right of the University to discontinue the services of any individual at any time.

PLAN FOR COLLECTIVE LIFE INSURANCE

A Plan for Collective Life Insurance is hereby established.

I. *Participation.* All presumably permanent members of The Ohio State University who have not attained age 70 shall participate.

Participation shall begin on the first day of the month next following the beginning of service, or on August 1, 1939, whichever is the later date. In no case, however, shall insurance of an individual begin before the first day of the month next following receipt by of completed application for insurance and the corresponding premium.

II. *Coverage.* Each participant shall be covered for one unit of collective insurance.

III. *Premium Payment.* The Business Manager shall deduct \$1.00 per month from salary payment due each participant and forward it to the company as premium.

IV. *Contracts.* Each collective life insurance contract written in accordance with this plan will be the property of the individual participant; the contract is between the participant and the

V. *Amendment.* The Board of Trustees reserves the right to amend or discontinue this plan at any time. No provision of this plan shall affect in any way the right of the University to discontinue the services of any individual at any time.

The above motion was seconded by Dr. Altmaier, and was upon roll call unanimously adopted.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the special committee on retirement consisting of Mr. Dargusch, Chairman; Dr. Altmaier, and Miss Campbell, was authorized and directed, for and on behalf of the Board of Trustees to designate the insurer called for in the above approved plan.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the Board, by unanimous vote, directed that the supplementary benefits called for in the above plan be paid from the Interest on Endowment Fund.

Upon motion of Mr. Dargusch, seconded by Miss Campbell, the committee on retirement was authorized and directed, for and on behalf of the Board of Trustees, to designate the members of the Administrative Executive Staff and of the Department of Athletics who shall become participants in the Retirement Plan as provided in Section I of such plan.

* * * * *

Mr. Dargusch, Chairman of the special committee of the Board to investigate un-American activities on the University campus, pre-

mented a verbal report on the progress of the investigation, and submitted a bill from Mr. Simon P. Dunkle for services as Investigator, in the amount of \$250, covering the period from March 14 to April 1, 1939.

Mr. Dargusch now moved that the above bill be paid from the Interest on Endowment Fund. This motion was seconded by Mr. Thompson and was upon roll call unanimously approved.

* * * * *

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, the consideration of the appointment of a dean for the College of Dentistry was deferred until the next meeting of the Board.

The Board now went into executive session, at the close of which Mr. Dargusch presented the following minutes for the record:

Mr. Atkinson moved that the President appoint three members of the faculty to develop and present to the President, for the consideration of the Board of Trustees, a plan for the creation of a committee which shall represent the faculty in an advisory capacity to the Board of Trustees, through the President of the University, and a procedure through which this committee shall function in matters affecting the general welfare of the University.

The above motion was seconded by Mr. Dargusch, and the roll call resulted as follows:

Ayes: Messrs. Altmaier, Atkinson, Caton, Dargusch, Thompson, and Miss Campbell.

Not voting: Dr. Russell.

The Chairman declared the motion carried.

* * * * *

Upon the motion to defer consideration of the deanship of the College of Law until the next meeting, all members voted "Aye" except Mr. Dargusch who did not vote.

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Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board by unanimous vote agreed to provide a proper site for the proposed building for the State Department of Health.

The Board now resumed its formal session.

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The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on March 22, 1939, and contracts awarded in connection with the Men's Dormitory (PWA Docket No. Ohio 1990-F):

CABINET MINUTES

Columbus, Ohio
March 22, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. Elleman, Smith and Steeb. Mr. N. F.

Blair, Assistant Resident Engineer Inspector of the Federal Emergency Administration of Public Works was also present.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on March 13, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Men's Dormitory, as per advertisement. The following bids were received, read and tabulated:

Division v — General Contract (Items I to XVI)

	<i>Base Bid</i>	<i>Bond</i>
(A) E. Elford and Son.....	\$552,600.00	\$552,900.00
(B) Robert H. Evans and Company.....	564,775.00	565,000.00
(C) Norton and Nadalin.....	579,500.00	579,500.00
(D) C. M. Barr Company.....	564,221.00	575,000.00

ALTERNATES

	No. 1-A <i>(deduct)</i>	No. 1-B <i>(deduct)</i>	No. 2-A <i>(deduct)</i>	No. 2-B <i>(deduct)</i>	No. 3 <i>(deduct)</i>	No. 4 <i>(deduct)</i>	No. 5-A <i>(deduct)</i>	No. 5-B <i>(deduct)</i>
(A) \$ 9,800	\$ 9,800	\$ 4,400	\$ 5,900	\$ 2,600	\$ 7,000	\$ 4,000	\$ 4,000	
(B) 10,147	10,147	6,000	6,550	2,200	5,000	4,100	4,100	
(C) 11,000	11,000	4,500	5,000	3,000	4,000	4,500	4,500	
(D) 14,673	14,660	7,886	12,435	3,365	3,570	5,488	5,488	

Division 2 — Elevator Contract (Item XVII)

	<i>Base Bid</i>	<i>Bond</i>	<i>Elevator Alternate (deduct)</i>
Haughton Elevator Company.....	\$15,652.00	\$16,000.00	\$7,769.00
The Warner Elevator Manufacturing Co.	14,000.00	15,000.00	7,135.00
Otis Elevator Company.....	14,767.00	15,000.00	7,455.00

Division 3 — Heating and Ventilating Contract (Item XVIII)

	<i>Base Bid</i>	<i>Bond</i>
The Huffman-Wolfe Company.....	\$32,830.00	\$35,000.00
W. H. Spohn Plumbing Company....	39,500.00	40,000.00
J. F. Oelgoetz Company.....	43,900.00	50,000.00

ALTERNATES

	No. 1-A <i>(deduct)</i>	No. 1-B <i>(deduct)</i>	No. 5-A <i>(deduct)</i>	No. 5-B <i>(deduct)</i>
The Huffman-Wolfe Company.....	\$340.00	\$340.00	\$160.00	\$160.00
J. F. Oelgoetz Company.....	468.00	468.00	220.00	254.00
W. H. Spohn Plumbing Company....	426.00	390.00	588.00	588.00

Division 4 — Plumbing Contract (Item XIX)

	<i>Base Bid</i>	<i>Bond</i>
W. H. Spohn Plumbing Company....	\$41,500.00	\$42,000.00
J. F. Oelgoetz Company.....	48,300.00	50,000.00
Eastern Plumbing Company.....	44,800.00	48,000.00
The Huffman-Wolfe Company.....	41,840.00	42,000.00

ALTERNATES

	No. 1-A <i>(deduct)</i>	No. 1-B <i>(deduct)</i>	No. 5-A <i>(deduct)</i>	No. 5-B <i>(deduct)</i>
W. H. Spohn Plumbing Company....	\$591.00	\$522.00	\$263.00	\$263.00
J. F. Oelgoetz Company.....	650.00	600.00	300.00	300.00
Eastern Plumbing Company.....	680.00	660.00	320.00	320.00
The Huffman-Wolfe Company.....	550.00	550.00	230.00	230.00

Division 5 — Electrical Contract (Item XX)

	<i>Base Bid</i>	<i>Bond</i>
The Superior Electric Engineering Company.....	\$31,000.00	\$31,500.00
The Electric Power Equipment Company.....	25,787.00	27,000.00
Miller Electric Construction Company.....	29,485.00	31,000.00
The Ginn Electric Company.....	26,460.00	27,000.00
Gustav Hirsch Organization.....	38,291.00	40,000.00
The Beltzhoover Electric Company.....	32,400.00	33,000.00

	ALTERNATES				
	No. 1-A (deduct)	No. 1-B (deduct)	No. 5-A (deduct)	No. 5-B (deduct)	A (deduct)
The Superior Electric Engineering Company.....	\$ 915.00	\$ 915.00	\$385.00	\$385.00	\$2,100.00
The Electric Power Equipment Company.....	685.00	685.00	364.00	364.00	1,883.00
Miller Electric Construction Company	1,800.00	1,780.00	350.00	350.00	1,920.00
The Ginn Electric Company	625.00	625.00	225.00	225.00	1,800.00
Gustav Hirsch Organization	1,650.00	1,079.00	718.00	941.00	2,099.00
The Beltzhoover Electric Co.	825.00	825.00	320.00	320.00	975.00

Explanation of Alternates:

No. 1-A — Eliminate fourth floor finish of N. W. and S. W. wings.

No. 1-B — Eliminate fourth floor finish of N. E. and S. E. wings.

No. 2-A — Aluminum sash in redwood frames instead of aluminum sash and frames.

No. 2-B — White pine sash and frames instead of aluminum sash and frames.

No. 3-B — Glazed block instead of marble in vestibules, foyers, and lobbies.

No. 4 — Eliminate painting of interior concrete.

No. 5-A — Eliminate all finish from fourth floor of west wing.

No. 5-B — Eliminate all finish from fourth floor of east wing.

Alternate A — (Electric) Eliminate intercommunicating telephone system.

Elevator Alternate — Eliminate passenger elevator.

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio
March 27, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.

Present: Messrs. McPherson, Elleman, McCracken, Smith and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received March 22, 1939 for the Men's Dormitory (PWA Docket No. Ohio 1990-F).

March 25, 1939.

University Cabinet,
Administration Building.
Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet March 22, 1939, pursuant to advertisement for construction of the Men's Dormitory (PWA Docket No. Ohio 1990-F), and submit the following report:

- (1) I find the low bids in each Division of the Contract are regular in every respect, and below the estimates of cost approved by the State Director of Public Works, the Associate Regional Director of the Federal Emergency Administration of Public Works (PWA) and on file with the Auditor of State.
- (2) I recommend that under the authority granted by the Board of Trustees of the Ohio State University at its meeting held March 13, 1939, the University Cabinet recommend to the State Director of Public Works the award of contracts as follows:

Division 1.	General Contract and General Conditions to E. Elford and Son.....	\$552,600.00
Division 2.	Elevator Contract and General Conditions to The Warner Elevator Manufacturing Company.....	14,000.00
Division 3.	Heating and Ventilating Contract and General Conditions to The Huffman-Wolfe Company.....	32,830.00
Division 4.	Plumbing Contract and General Conditions to W. H. Spohn Plumbing Company.....	41,500.00
Division 5.	Electrical Contract and General Conditions to The Electric Power Equipment Company.....	25,787.00

Yours very truly,
 (Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Ellman, seconded by Mr. McCracken, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of these recommendations.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

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The Secretary reported to the Board that bids covering the Construction of the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F) will be received on April 20, 1939, at 2 o'clock.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented the drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the proposed Piping and Service in Tunnel for the Men's Dormitory (PWA Docket No. Ohio 1990-F), as prepared for the State Architect by Mr. Paul H. Elleman, Maintenance Engineer and Mr. Howard Dwight Smith, University Architect.

Upon motion of Dr. Russell, seconded by Miss Campbell, the Board by unanimous vote approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

* * * * *

The Secretary presented the drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the proposed Piping and Service in Tunnel for the Women's Dormitories (PWA Docket No. Ohio 2095-F), as prepared for the State Architect by Mr. Paul H. Elleman, Maintenance Engineer, and Mr. Howard Dwight Smith, University Architect.

Upon motion of Dr. Russell, seconded by Miss Campbell, the Board

by unanimous vote approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

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Acting President McPherson recommended that the salary of C. C. Harvey, Laborer in the Department of Farm Operations, be increased from \$1160 to \$1200 per year, effective March 1, 1939. This recommendation is made because it has become necessary to wreck an old house on the University Farm in which Mr. Harvey has been living, rent free as a part of his salary.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendation of the Acting President was upon roll call unimously approved.

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Thereupon the Board adjourned to meet upon call of the Chairman.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND THIRTEENTH MEETING
OF THE BOARD OF TRUSTEES

Columbus, Ohio, May 8, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M., pursuant to call of the Chairman.

Present: Harry A. Caton, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, M. Edith Campbell, Carlton S. Dargusch, Dr. Burrell Russell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

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Acting President McPherson now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
James F. Johnson	Co. Agr. Agent, Paulding County	Dec. 31, 1937	\$2,800.00
Ray F. Donnan	Co. Agr. Agent, Putnam County	Sept. 30, 1938	2,500.00
<i>College of Education</i>			
<i>Administration</i>			
Margaret M. Haney	Stenographer	Apr. 30, 1939	1,080.00
<i>Education</i>			
Harold H. Church	Graduate Assistant	Apr. 30, 1939	450.00
<i>Psychology</i>			
Lucile R. Beum	Clerk	May 31, 1939	1,200.00
<i>College of Engineering</i>			
<i>Engineering Experiment Station</i>			
Frederick R. Ricket	Student Stenographer	Apr. 15, 1939	600.00
<i>Photography</i>			
Mae Knisely	Clerk	Mar. 31, 1939	960.00
<i>College of Medicine</i>			
<i>Medicine</i>			
Sarah Bowditch	Research Fellow	Apr. 1, 1939	No salary
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Robert J. Kennedy	Office Orderly	Apr. 16, 1939	600.00
<i>Nursing Care</i>			
Mary Coles	General Duty Nurse	Mar. 31, 1939	900.00
Ruth Sidders	General Duty Nurse	Mar. 31, 1939	900.00
<i>Laboratories</i>			
Irene Shipp	Medical Technologist	Apr. 18, 1939	1,500.00
<i>Dietary</i>			
Nora Christy	Assistant Cook	Apr. 15, 1939	588.00

<i>Nursing Care—Rotary</i>			
Mary H. Schick	General Duty Nurse	Apr. 11, 1939	900.00
<i>St. Francis Hospital</i>			
Charles L. Critchfield	Intern	Mar. 31, 1939	125.00
<i>Residence Halls</i>			
<i>Neil Hall</i>			
Ruth Stewart	Cook	Jan. 31, 1939	510.00
*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Odean Waugh	Home Dem. Agent, Van Wert County	May 1, 1939		\$2,000.00
<i>College of Agriculture Administration</i>				
Betty Jean Riggs	Stenographer	Apr. 24, 1939		960.00
<i>College of Arts and Sciences Administration</i>				
Maxine Goodwin	Stenographer	May 1, 1939		960.00
<i>College of Dentistry</i>				
Pessa S. Hanson	Technical Assistant (part time)	Apr. 24, 1939	(12 months)	780.00
(Salary to be paid from Dental Clinic Rotary Funds)				
<i>College of Education Administration</i>				
Wanda L. Martin	Stenographer	May 1, 1939	for 1 month	80.00 period
<i>Bureau of Educational Research</i>				
Frederick Weiss	Research Associate	May 1, 1939	(12 months)	No salary
<i>Education</i>				
Gerald B. Stahly	Graduate Assistant	May 1 to June 30, 1939		100.00 period
Olive Woodruff	Instructor	June 19, 1939	1st term, Su.	200.00 period
R. Heber Richards	Instructor	June 19, 1939	Su.	500.00 period
L. W. Harding	Assistant	June 19, 1939	Su.	267.00 period
David Temple	Assistant	June 19, 1939	Su.	267.00 period
William A. Hackett	Assistant	June 19, 1939	Su.	267.00 period
<i>Psychology</i>				
Anne E. Royer	Clerk	June 1, 1939		1,200.00
<i>College of Engineering</i>				
<i>Engineering Experiment Station</i>				
Rupert L. Atkin	Student Stenographer (half time)	Apr. 16, 1939		480.00
<i>Lamme Scholarship</i>				
Jack M. Shulman	Lamme Scholar	Sept. 1, 1939 to May 31, 1940		450.00 period
Robert W. Lukens	Lamme Scholar	Sept. 1, 1939 to May 31, 1940		450.00 period
<i>College of Medicine</i>				
<i>Medicine</i>				
Wayne Stewart	Laboratory Assistant	Apr. 1, 1939	for 3 months	225.00 period

5-8-'39

Margaret M. Conlin	Comly Research Assistant	Apr. 1, 1939 for 3 months	185.00 period
Charles O. Seward	Comly Research Assistant	Apr. 1, 1939 for 8 months	60.00 period
(Above salaries to be paid from Comly Research Fund)			
Dorothy K. Cranmer	Stenographer	May 1, 1939	1,080.00

*Starling-Loving Hospital
Nursing Care*

Jane Ackers	General Duty Nurse	May 1, 1939	(3&4)	900.00
Olga E. Sabo	General Duty Nurse	May 1, 1939	(3&4)	900.00
Elizabeth Scranton	Nurses Aide	Apr. 1, 1939	(3&4)	504.00

Laboratories

Ruth Patton	Medical Technologist	Apr. 19, 1939	(1&4)	1,500.00
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Dietary

Edna Alexander	Diet Kitchen Helper	Apr. 16, 1939	(3&4)	588.00
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Starling-Loving Hospital (Rotary No. 7727)

Nursing Care

Mary M. Roberts	General Duty Nurse	Apr. 13, 1939	(3&4)	900.00
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Graduate School

Charles T. West	Stillman W. Robinson	Oct. 1, 1939	Au.Wi. Sp.	750.00
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Edwin M. Sherwood	Battelle Memorial	Oct. 1, 1939 for		600.00
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	Institute Fellow	10 months		period
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(Mr. Sherwood's salary to be paid direct by the Battelle Memorial Institute)

Raymond F. Hasek	Roses Incorporated Fellow	July 1, 1939 for		500.00
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	10 months			period
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(Salary to be paid from the Roses, Incorporated Fund)

Administrative Division

Telephone Exchange

Arthur Mereness	Student Telephone	Apr. 1, 1939 for		150.00
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	Operator	3 months		period
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A. W. Witzemann	Student Telephone	May 1, 1939 for		100.00
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	Operator	2 months		period
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Howard C. Runyeon	Student Telephone	May 1, 1939 for		100.00
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	Operator	2 months		period
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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
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College of Education

Music

Eugene J. Weigel	Professor	Professor and Acting	May 8, 1939
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College of Engineering

Photography

Harry G. Binau	Graduate Assistant	Assistant (12 months)	May 1, 1939
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Athletics

Golf Course

Richard Evans	Bus Driver	Bus Driver and Caddy Master	Apr. 1, 1939
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Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
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College of Education

Music

Manley R. Whitcomb	Assistant Professor	Su. Qr. only	\$ 340.00 period	\$ 540.00 period
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College of Engineering

<i>Photography</i>					
Harry G. Binau	Assistant (12 months)	May 1, 1939	450.00	960.00	
<i>Athletics</i>		for 3 months			
<i>Golf Course</i>					
Richard Evans	Bus Driver and Caddy Master	Apr. 1, 1939	300.00 period	375.00 period	
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Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Zoology and Entomology</i>			
Edward N. Warner	Instructor	Au.Wi.Sp.	Su. } Au.Wi. '39 }
<i>College of Arts and Sciences</i>			
<i>Romance Languages</i>			
E. W. Bieghler	Instructor	Au.Wi.Sp.	Au.Wi.
<i>College of Engineering</i>			
<i>Metallurgy</i>			
W. A. Mueller	Professor	Su.Au.Wi.	Su.Au.Wi.Sp.
*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman only be paid from state funds:

F. J. Kramer, Assistant Professor, Department of German, to attend the annual meeting of the Association of Modern Language Teachers of the Central West and South, in Chicago, Illinois, April 20-23, 1939.

That the leave of absence of Dale Walters, Office Orderly, Starling-Loving Hospital, be terminated and that he be placed on the payroll as of April 17, 1939.

That in accordance with the Board resolution adopted under date of May 10, 1937, and upon the recommendation of Director H. C. Ramsower and Dean John F. Cunningham, the following leaves of absence, with salary, be granted:

T. H. Parks, Extension Entomologist (Professor) Agricultural Extension, to study methods used by other states in forecasting and evaluating their entomological problems and methods of carrying out their control work, from July 1 to October 31, 1939;

Edna M. Callahan, Extension Clothing Specialist, (Associate Professor), Agricultural Extension, to pursue study at Ohio State University, from June 19 to September 1, 1939;

Victor H. Ries, Extension Floriculturist (Assistant Professor), Agricultural Extension, for travel study, visiting nurseries, plant breeders, seed farms on the Pacific Coast, home beautification extension specialists in the midwest, from June 8 to August 30, 1939;

F. K. Blair, County Agricultural Agent, Pickaway County, for study at the University of Wisconsin, from June 1 to August 31, 1939;

Walter W. Wyckoff, County Agricultural Agent, Guernsey County, for advanced study on his Master's degree, from June 15 to August 31, 1939;

Mabel G. Fernald, Home Demonstration Agent, Huron County, for study at Ohio State University, from June 19 to September 1, 1939;

Florence B. McBride, Home Demonstration Agent, Mahoning County, for study at Ohio State University, from June 19 to September 1, 1939.

That all Music majors pay to the Bursar of the University, at the beginning of the Autumn Quarter, 1939, a fee of \$4 which will cover the full year concert series of the Music Department requirement. The student will receive a Bursar's receipt which he will present at the Music Department Office for a ticket covering the year's program. The money received from this fee will constitute a Rotary Fund which will be increased somewhat by the door sales of tickets to outsiders. (This \$4 fee replaces the former fee of \$2.75.)

As a part of its public relations program, the University has permitted certain colleges, organizations, associations or groups to hold, from time to time, conferences, meetings, schools or assemblies on the University campus. These meetings are directed by designated members of the faculty or by regularly appointed committees. To finance certain of these meetings, either registration fees or contributions are received from those in attendance. Inasmuch as these meetings or conferences are not a direct part of the University activity, the moneys have heretofore been received and disbursed by the individuals in charge.

In order that such persons may be relieved of the responsibility of accounting for such moneys, it is recommended that the Business Manager be authorized and directed to receive from those in charge all such moneys as may be collected, deposit same in some local bank and make disbursements upon vouchers properly approved by those in charge.

That the contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation setting up the following projects be reported to the Board of Trustees for information and record:

Glazed Tile and Brick Institute, Washington, D. C.—Investigation of the fire resistance of glazed brick and other properties of glazed brick (to be known as the Glazed Tile and Brick Institute Fellowship, Foundation No. 41, E.E.S. K-43);

Standard Container, Inc., New York City—Investigation of the performance of Hand Sprayers (to be known as the Standard Container Fellowship, Foundation No. 34, E.E.S. ME-5).

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$500 from Roses, Incorporated, for the Roses Incorporated Fellowship, effective July 1, 1939, to May 1, 1940;

\$50 from the Ohio Academy of Science, for the purchase of a vacuum pump for the use of Frank Verhoek, Instructor in the Department of Chemistry.

That the Lamme Medal be awarded at the commencement on June 12, 1939, to Thomas Alvin Boyd (B.Ch.E. 1919, Professional Degree of "Chemical Engineer" 1938). Mr. Boyd is head of the Fuel Department of the Research Laboratory, General Motors, and his achievements have been in the field of petroleum products in automotive industry.

That the following By-Laws of the Graduate School, adopted by the University Faculty at a meeting held on April 13, 1939, be approved:

1. The Graduate School shall consist of (a) Graduate Council, (b) an Administrative Board, (c) an Executive Committee, and (d) a Dean.
2. The Graduate Council shall be composed of the President, the Dean, and twenty-five or more members of the University Faculty to be appointed by the President in consultation with the Dean. Each member of the Graduate Council, except ex-officio members, shall be appointed for a period of three years and shall, for one year after the expiration of an appointment, be ineligible for reappointment. The Council shall constitute the policy-making body of the Graduate School. It shall lay down general regulations for the government of the Graduate School, including requirements for degrees offered, standards for admission, approval of graduate courses and curricula, and programs of graduate students.
3. The Administrative Board shall consist of seven members and the Dean, who shall be ex-officio a member and chairman. Four members of the Administrative Board shall be appointed by the President in consultation with the Dean, the first four to be appointed for four, three, two and one years, and thereafter the member chosen each year to be appointed for four years; and three shall be elected by the Council from its membership. The four members of the Board to be appointed by the President shall be members ex-officio of the Graduate Council. The Dean shall consult with the Administrative Board in the administration of the Graduate School and in the disbursement of Graduate School funds.
4. The Dean of the Graduate School shall be appointed by the Board of Trustees upon the recommendation of the President, acting with the advice of the Graduate Council. The Dean shall be the administrative head of the Graduate School with the same general powers, duties and privileges that pertain to the office of Dean in the several colleges. He shall also preside at the meetings of the Graduate Council and of its Executive Committee and of the Administrative Board of the Graduate School; make recommendations to the Council concerning all such matters as are of primary importance in the development of the graduate work of the University; serve ex-officio as a member of the Administrative Council; and, in the absence of the President preside at its meetings; present candidates for graduate degrees to the President of the University and officially report upon the condition and progress of the Graduate School whenever called upon by the President to do so.

5. The Dean of the Graduate School, after consultation with its Administrative Board, shall annually recommend to the Board of Trustees through the President an adequate budget to provide for the proper maintenance of the Graduate School and to assist in the development of graduate work and research programs.
6. The Dean of the Graduate School shall be jointly responsible with the Deans of the colleges and the chairmen of the departments for recommendations for appointment or promotions in rank or salary of faculty members offering graduate work or acting as advisers to graduate students.
7. The Graduate Council, in consultation with the chairmen of the departments offering work in the Graduate School, shall be responsible for fixing the minimum qualifications for those members of departmental staffs who may offer work in the Graduate School.
8. Since the department is the unit of University organization for instruction and research in a definite field of learning, the departments offering graduate work shall confer with the Dean of the Graduate School in all matters related to graduate work. In all matters pertaining to teaching load and adjustments of personnel the Dean of the Graduate School shall consult with the dean of the appropriate college.

That in accordance with the recommendation of the University Faculty, degrees be awarded at the Spring Convocation on June 12, 1939, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Donald Gerst Bishop, A.B. (University of Akron), A.M. (Princeton University); Richard Campbell Brandon, A.B. (Bethany College); Kenneth William Bunce, A.B. (Otterbein College), M.A.; Herman Andrew Dettwiler, B.S. (University of Wisconsin), M.Sc.; William Henry Earhart, B.Ch.E., M.Sc.; Florence Grace Greenhoe, A.B. (Hillsdale College); James Walter Grimes, Jr., B.Fine Arts, M.Fine Arts (Cornell University); Charles Wesley Hauck, B.Sc. in Ent., M.Sc.; George Duke Humphrey, B.A. (Blue Mountain College), A.M. (The University of Chicago); DeWitt Talmadge Hunt, B.Sc. in Edu. (Oklahoma Agricultural and Mechanical College), M.A.; Harold Fletcher Lee, A.B. (Oberlin College), A.M. (The University of Chicago); Anna Corinne Marshall, B.S. (Denison University), M.A.; Max Manfred Muller, Diploma M.E. (Zurich Eidgenossische Technische Hochschule); Samuel Harding Nichols, Jr., A.B. (Centre College), M.Sc.; Lawrence Ivan O'Kelly, B.A. (The University of Wyoming), M.A.; Edmund Bernard O'Leary, B.Sc. in Bus.Adm., A.M. (The University of Chicago); Milton Marvin Parker, B.S. (New York University), M.A.; Allen DeWitt Patterson, A.B. (Grove City College), A.M. (Columbia University); Paul Valentine Reichelderfer, B.Sc. in Edu., M.A.; Charles Albert Rohrman, B.S. (Oregon State College); Edward Harold Scofield, B.Sc. in Edu., M.A.; Wave Henry Shaffer, A.B. (Hiram College), M.A.; Clyde Fuhriman Smith, B.S., M.S. in Agr. (Utah State Agricultural College); Walter Stephen Snyder, A.B. (Ashland College), M.A.; Melvin Morton Spruiell, B.S.

in Ch.E. (Alabama Polytechnic Institute), M.S. (University of Tennessee); Benjamin Joseph Tepletsky, B.A., M.A.; Franklin Vorhees Thomas, A.B., A.M. (Indiana University); Herman Von Dach, B.A., M.A.; Richard Thurman Wareham, B.A., M.Sc.; Earl Everett Warner, B.A. (Ohio Wesleyan University), M.A.; Royal Weller, B.S. in E.E. (Massachusetts Institute of Technology), M.Sc.; William Craig Orr White, A.B. (Ohio University), M.S. (Iowa State College of Agriculture and Mechanic Arts); Eugene DeWald Witman, B.A.; Elton Norris Woodbury, B.A. (Ohio Wesleyan University).

MASTER OF ARTS

Sadie Louise Algee, B.Sc. in Edu.; Cleon Carlyle Althaus, A.B. (Bluffton College); Earl Ray Beck, A.B. (Capital University); Harold Bernard Bilsky, B.A. (Western Reserve University); Joseph Knapp Boddiford, B.S. in Edu. (South Georgia Teachers College); Robert Hamlett Bremner, A.B. (Baldwin-Wallace College); Genevieve Clark Campbell, B.Lit.I. (Emerson College of Oratory); Charles Howard Church, B.Fine Arts (School of the Art Institute of Chicago), A.B. (University of Chicago); Jean Elizabeth Cochran, B.A.; Robert Cox, B.A. (Muskingum College); Eleanor Hotchkiss Erb, B.A. (Ohio Wesleyan University); Manuel Harris Fertman, B.S. (University of Michigan); Elizabeth Walcott Gordon, A.B. (Talladega College); Robert Allan Harper, B.A.; Edith Bourdette Hendrix, B.A., B.Sc. in Edu.; Richard Arthur Ibson, B.A.; Martha Anne Imhoff, A.B. (Baldwin-Wallace College); Kenneth Sealer Kantzer, A.B. (Ashland College); Harry Ernest Kelly, A.B., B.S. in Edu. (Ohio University); Mary Virginia Kurtz, B.A. (Wellesley College); Katherine Kyle, B.Sc. in Edu.; Robert Judson Leach, A.B. (Marietta College); Dale Frederick Leipper, B.Sc. in Edu. (Wittenberg College); Edward Likover, B.A.; Harold Hugh Loudin, B.A. (Ohio Wesleyan University); Harold Hance Mahoney, B.Sc. in Edu.; Paul William Mannen, B.Fine Arts (University of Kansas); Harry Kennedy Martin, Jr., A.B. (Howard College); Elizabeth Drum McDowell, B.A.; Sherwood Cecil McIntyre, B.A., B.Sc. in Edu.; Wilfred Arthur McMurtry, A.B. (Yankton College), B.Fine Arts (School of the Art Institute of Chicago); Paul Barnes Metzler, A.B. (Ashland College); Harold Arthur Mitts, B.Sc. in Edu.; Edward Miller Moon, B.A. (Ohio Wesleyan University); Elizabeth Mary Munger, B.S. in Edu. (Bowling Green State University), A.M. (University of Michigan); William Raymond Niday, B.Sc. in Edu.; Jean McAlpine Ogden, B.A.; Joseph Martin O'Morrow, A.B. (Wittenberg College); Laurence Albert Pape, B.Sc. in Edu.; Victor Forrest Patterson, B.Sc. in Edu.; Juanita Rabouin Phillips, A.B. (University of California); Nora Wills Porter, A.B. (Otterbein College); Esther Elizabeth Reed, A.B. (Smith College); Thelma Nadine Reese, B.S. (Mount Union College); Kathryn Buell Reichardt, A.B. (Marietta College); Dorothy Irene Relyea, B.Fine Arts; Lawrence Albert Ringenberg, B.S. in Edu. (Bowling Green State University); Hester Adele Robinson, A.B. (Miami University); Howard William Rogge, B.S. in Edu. (Ohio Northern University); Donovan Deems Hummel, A.B. (Wittenberg College); Joe L. Shanahan, A.B. (Manchester College); John Hatch Shevlin, A.B. (Ohio University); Phyllis Eugenia Smith, B.A., B.Sc. in Edu.; John Lincoln Stewart, A.B. (Denison University); Ulysses Stanley Tartar, Jr., B.S. (Hampton Institute); Edwina Thealyne Thomas, A.B. (Talladega College); Leona Marie Thomas, B.Sc. in Soc.Adm.; Virginia May Titus, B.A., B.Sc. in Edu.; William Shartzner Wagner, B.S. in Edu.

(Bowling Green State University); Kenneth Edward Ward, B.A.; Eugene John Weigel, B.Sc. in Edu.; William Wilson Welker, A.B. (Rio Grande College); Kathleen Betty Williams (University of London, England); Dexter Eugene Woodford, B.A.; Henry Klar Yaggi, B.S. (Mount Union College); Norman Mahlon Yoder, A.B. (Baldwin-Wallace College); Paul McClure Young, A.B. (Miami University).

MASTER OF ARTS IN SOCIAL ADMINISTRATION

Elizabeth Albee, A.B. (Vassar College); Warren Barret Goodwin, B.Sc. in Soc. Adm.; Wilma Isobel Gurney, B.Sc. in Soc. Adm.; Hibbard Lamkin, B.Sc. in Soc. Adm.; Mary Lenore McNish, B.Sc. in Edu.; Wayward Eugene Richardson, B.Sc. in Soc. Adm.; Doris Elaine White, B.A. (The Rice Institute).

MASTER OF BUSINESS ADMINISTRATION

Robert Milton Strahl, B.A. (Muskingum College).

MASTER OF SCIENCE

Elbert Lewis Agnew, B.Sc. in Agr.; Raymond James Anderson, Ch.E. (Rensselaer Polytechnic Institute); Julia Langhorne Appleton, B.A.; Robert Clarkson Baxter, Jr., B.A. (The College of Wooster); Irving Israel Bezman, B.S. (The College of the City of New York); John Howard Bigelow, A.B. (Denison University); Sidney Milton Blitzer, B.S. (The University of Toledo); Thomas Maxwell Bloomer, B.E.E.; Charles Wesley Botts, B.S. (Otterbein College); Margaret Fitzgerald Bremner, B.Sc. in H.E.; Sydney Joseph Brooks, B.Cer.E.; Charles Elford Carpenter, B.S. (Furman University); Samuel Theodore Carpenter, B.C.E.; Robert Wayne Conway, B.Ch.E.; John Franklin Day, B.Cer.E.; Frederick Eastman, B.Ch.E.; Robert Howard Edgerley, B.S. (Capital University); James Moritz Evans, B.S. in E.E. (Rutgers University); John Arthur Fluno, B.S. (Rollins College); Harry Foreman, B.S. (Antioch College); Louis Augustus Gleitsman, B.A.; Norman Louis Haldy, B.Cer.E.; Frank Errett Hamilton, B.A., M.D. (University of Pennsylvania); William Edwin Hendrix, B.A.; Katherine Roberta Klick, B.S. (Elmhurst College); Harlin Gill Knierim, B.A., M.D.; Hugo Leander Libby, B.S. (Oregon State College); Arthur Philip Lien, A.B. (Ottawa University); John Tobias Long, Jr., B.A.; Milton Sidney Lycan, B.S. (Morris Harvey College); Russell Martin Madison, D.V.M. (Kansas State College of Agriculture and Applied Science); Lillian Marks, B.A.; Elizabeth May McCormick, B.Sc. in Edu.; James Herbert McLeod, B.S. (Ontario Agricultural College); John Marcus Mead, B.S. (University of Illinois); Ernest Molnar, B.M.E.; John Anthony Nachowitz, B.S. in M.E. (University of Illinois); Reynaldo Nadal Grau, B.S. in Agr. (University of Puerto Rico); Norman Maxwell Nelson, D.V.M. (Iowa State College); Alexander Newhouse, B.Ch.E.; Frederick Adolph Petersen, B.S. (University of Illinois); Delmer Corwin Ports, B.S. in E.E. (George Washington University); Robert Sidney Radow, B.Ch.E.; Ellsworth Edwin Reese, B.Sc. in App. Opt.; Harry Edward Risher, B.A.; Cleo Anita Roberts, B.Sc. in H.E.; Virgil Benton Robinson, D.V.M. (Alabama Polytechnic Institute); Sanford Becker Rosenman, B.S. (University of Akron); George William Schneider, B.Sc. in Agr.; James Clinton Settles, B.Arch.E.; Randal Eugene Smith, B.Ch.E.; Lawson William Stoneburner, B.A. (The College of Wooster); Wesley Harvey Stone-

burner, B.A. (The College of Wooster); Paul Laurence Suter, B.A. (The College of Wooster); George Schambis Tobias, B.Ch.E.; Harry Bernard Warner, B.Ch.E.; Willis William Webster, B.A.; Frank Carlin Weimer, B.S. in E.E. (Ohio University); George Peter Wene, A.B. (Park College); Marshall Kenneth Whisler, B.Sc. in Agr.; Ervin Ray Williams, B.S. (Kent State University); Burton Meyer Wolf, B.Ch.E.; Judson Rudolph Wynkoop, B.A.; Kenneth Frederick Zitzman, B.S. (United States Military Academy).

MASTER OF SCIENCE IN PUBLIC ADMINISTRATION

Carl Isaac Winner, B.Sc. in Bus.Adm.

DOCTOR OF MEDICINE—WITH HONORS

Annie Lois Atkinson, B.A.; Lillian B. Brant, A.B. (Cleveland College); Emma Marie Burkey; David Norman Farber, B.A.; Arthur Glenn Groscost, B.A.; Eldred Benjamin Heisel, B.A. (University of Akron); George Ogden Kress; Willis Thomas Kubiak; Blanche B. Montgomery Meyer, B.A., B.Sc. in Edu., M.A., Ph.D.; Marguerite Gregory Oliver, A.B. (University of California), M.A.; Alexander Pollack, B.A.; Galon Spacht Rodabaugh, A.B. (Manchester College); Paul William Schafer, B.A.; Jack Samuel Silberstein, B.A.; Raymond Merton Slabaugh, B.A.

DOCTOR OF MEDICINE

Lambert James Agin; Samuel Allen, B.A.; Benjamin Arnoff, A.B. (University of Michigan), M.A.; Curtis Price Artz, Jr.; Walter Frederick Bartz, A.B., B.S. (Capital University); Robert David Berkebile; Jack Jerome Berry, B.A., M.A.; Merwin Russell Blanden, B.S. (Allegheny College), M.A.; Robert Eugene Bowsher; Olan Philip Burt, B.A.; Wendell Allen Butcher, B.A. (Ohio Wesleyan University); William Howard Carter; Hugh Carlton Dorr, B.A.; Robert Alfred Everhart, A.B. (Ohio Northern University); Gordon Soister Fessler, A.B. (Miami University); Henry Herman Fineberg, B.A.; Robert Neal Finnical, B.A.; Rosendo Forteza, Jr., B.A.; Harry Harvey Fox, B.A.; Thomas Woodward Frame, B.A. (Muskingum College); Henry Joy Francis, B.A.; Joseph Edward Ghory; James Dudley Goodman, B.A. (Western Reserve University); Elton Bernard Gudenkauf, B.A.; Donald Charles Haugh; Benjamin Lee Hawkins; James Glenn Healey, B.Sc. in Edu., B.A.; Desmond Duane Kackley, B.A.; Homer Ivan Keck, B.A.; Gilbert Dick Keil; Bayard Martin Keller; Victor Nial Kistler, B.A.; Earl Perry Knisely; Arnold Bailey Kurlander; Warren Anthony Lapp; Arnold Leo Leibovitz, B.A. (University of Akron); George Honnold Lemon, B.Sc. in Edu., M.A. (New York University); Thomas Samuel Levin, A.B. (University of Cincinnati); Richard Carl Light; Henry Andrew Long, B.A.; William Fredrick Lovebury; John McConagha Lowery, B.A. (Muskingum College); Richard Adolphus Lucas, B.A.; George Isaac Martin; James Hugh McCreary, B.A.; Max Alfred Mendelson, B.A.; Harold Maurice Messenger, B.A.; Robert Keith Miles, A.B. (Hiram College); John Arthur Moss; Helen Louise Pierson, B.A.; Pliny Austin Price, B.A.; Aaron Julius Reiches, B.A., M.A.; Franklyn Gilbert Rice, B.A.; Harold Kersey Roberts, B.A.; Harold Eastman Root, A.B. (Columbia University), B.S. (Kent State University); John Richard Ross, B.Sc., M.A.; Dell Anderson Russell; Ralph Bailey Samson, B.A.; William Herbert Schumaker, B.A. (Western Reserve University); Robert Kenneth Scott, B.A.; Ralph Herbert Shilling; William Ridley Spar-

ling, B.A.; George Thomas Stine, B.A.; Frank Ternocky, B.A.; Gerald Newton Wilson, B.A.; Wolfe Zapolan, B.A.

JURIS DOCTOR

Robert Hanna Jones, B.A.; John Grindle Sarber, B.A. (as of the Class of June, 1938); Ithamar Dryden Weed, A.B. (Ohio University).

BACHELOR OF LAWS

Robert Curtis Alexander, A.B. (Denison University); Franklyn Warner Bair; Robert William Beamer; James Finley Bell, Jr., A.B. (DePauw University); Louis Berwitt; Katherine Margareta Beynon, A.B. (Ohio University); Anna Faye Blackburn, A.B. (Ohio University); James Elliott Brandon, A.B. (Bethany College) (as of the Class of June, 1938); Jerome Herman Brooks; Paul Wesley Brown, B.A.; William Adley Calhoun (as of the Class of June, 1938); Max Caplan; William Luther Coleman; John Dominic Connor, B.A.; Edward Jay Cox; Joseph Franklin Dush, B.A.; Warren Scofield Earhart; Joseph Herman Ellison, B.A.; John Edward Engelken; Honora Alfred Glascor, B.A.; James Merton Gorman; Justin John Gribbell; Edward Francis Hackett, B.A.; Paul Thomas Hart; Charles Summers Hendershot; John Gareth Hitchcock; Joe Herman Kahn, B.Sc. in Bus. Adm. (as of the Class of June, 1938); Samuel William Kerr, B.S. (Washington and Jefferson College); Edward Cecil King; Michael William Kosach, B.A.; Clarence Vernon Lee; Leon Paul Loechler; Ruth Mager, B.A.; Eugene John Mahoney; Arthur Wallace Meifert; Robert James Merry; Harold Benjamin Metcalf (as of the Class of June, 1938); Ross Charles Miller; John Secrest Mitchell, B.A. (Ohio Wesleyan University); Robert Joseph Montgomery; Lowell Murr; Carl Gaeton Nappi; John Bernard Nordholt, Jr.; Richard Lotton Oldham; Myron Drake Oliver, B.A.; Arthur Emanuel Orlean; Harry Manley Price; Robert Oliver Read, B.Sc. in Bus. Adm.; James Frazer Redinger; Charles Arthur Reynard, B.Sc. in Bus. Adm.; Paul West Rion, B.Sc. (University of Dayton) (as of the Class of June, 1938); Karl Ruediger; Harold Scherl; Bernard Samuel Schragar; Arthur Morrison Sebastian, B.A.; Charles Kenneth Spreng, B.Sc. in Bus. Adm.; Herman Grelle Stalter (as of the Class of June, 1938); Eugene Weaver Steel; Harold Stein; Leo Dale Stone, B.A. (Ohio Wesleyan University); Leon Norman Stone, B.Sc. in Bus. Adm.; Paul Duard Strader, Jr.; Henry Matthias Thullen, B.A.; Mell Gilbert Underwood, Jr.; Paul Francis Ward; George David Young.

DOCTOR OF DENTAL SURGERY

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blatt, B.A. (New York University); Lloyd Ray Larcom; Ludwig Laudisi; Robert Berlin Long; John Robert Longfellow, B.S. (University of Dayton); George Samuel Mathiott; Paul Herbert Maurer; Robert Jorgensen Mayer; Lowell Edison McKelvey, B.A.; William Roy Mellor; Francis Elmore Menendez; John William Nisius; Jerome Joseph Orgel; Doyle Conway Ott, B.A. (Ohio Wesleyan University); David Browne Pearson, Jr.; Robert Kyle Pollock; Raymond Floyd Pope; Richard Lewis Rosenblatt; Peter Paul Ross; Philip Sacks; Philip Nathaniel Shapiro, B.A.; Richard Storey Simmonds, B.A. (Ohio Wesleyan University); Thomas Chesteen Smith, B.A. (Ohio Wesleyan University); Arthur Milton Soroko; Paul Studin, A.B. (University of Alabama); Woodrow Wilson Taylor; Harold Earl Voss; Richard Frank Warren.

DOCTOR OF VETERINARY MEDICINE

William Gust Andberg, B.S. (University of New Hampshire); Richard Edward Baer; Ralph David Barner; Francis Gene Barrett; Joseph Herman Berger; Paul Emerson Boyer; Charles Millette deVarennes; Russell Baird Dickason; Milton Roscoe Evans; Elkana Malcolm Finney; Charles William Fox; Sherman Albert Glass; Paul Louis Hanawalt; William Kenneth Harris; James Robert Hay, B.A.; Oliver Perry Heller; Benjamin Schubert Henson; John Donald Hisgen; Edgar Martin Houdeshell; Raymond Ralph Houser; Harold David James; Irvin Emmit Kuhn; Thaddeus Edward Lisowski; Harry Martin Mauger, Jr.; Lyle Paden Maxwell; David Bryant McBride; Samuel Melworth; Michael Michaelides, B.S. (University of Dayton); Karl Huber Muntz; Edward Porter Peck, II; Elizabeth Newkirk Peck; Walter Dominic Primerano; Sigmund Theodore Reich; Ernest William Rivers; Martin Allen Ross; Maurice R. Shale; LaMont Hilton Shultzman; Gail Bevington Smith; Emmett Woodrow Spieth; Earl Melvin Sprunger; James Lee Stansbury; Willard Mason Strawn; Robert Coolidge Sweetser, B.S. (University of New Hampshire); Frederick John Tacke; Ralph Harold Wadsworth; George Walmsley; Paul Morgan Washburn; Robert Dudley Way.

BACHELOR OF SCIENCE IN AGRICULTURE

Fred Orville Abel; Paul Raymond Alleshouse; Hugh Hilliard Austermiller; Philip Edloe Bacon, Jr.; Mason Raymond Bagley; Lester William Bailey; Wilfred James Barnhart; Wilbur Lewis Beach; Wendell LeVerne Beales; James Richard Beam; Arthur Charles Beasley; Lloyd Clarence Burkey; Kenneth Alden Bush; Robert Dawson Clymer; William Lindesy Cook; Forrest Wade Cutlip; Raymon Oral Deacon; Robert Washington Dennis; George Godfred Dubach; David Ridge Dugan; Ralph William Duncan; Milan Gradon Dunham; Joseph Early Elliot; Carl Paul Engelman; Margaret India Farley; Edgar Hamilton Fawley; Charles Harold Fenstermaker; Joseph Augustus Ferrante; Kenneth Arnold Gearhart; Vernon Ellis Gifford; Dale William Gillespie; Wallace Alonzo Gillogly; John Thomas Hamilton; James Foster Harrington; Robert Edwin Hartsock; Raymond Francis Hasek; Andrew George Hauge; Sterling Leonard Hill; Stanley Thomas Hoskin; Donald Henry Hutchinson; James Carlton Jenkins; Robert Theodore Johnson; Edward Jefferson Keirns; Elton Edward Kinney; Edwin James Krill; Wilbur Doyle La Rue; William H. Laybourne; Fred Ellsworth Locke; Harold H. Loxley, A.B. (Defiance College); Floyd Lawrence Maden; Robert Vergon Main; Emil Malinovsky; Crosby Miller Man-

Chester, Jr.; James Wilfred McDonald; Vernon A. McNair; Alvin Clyde Moll; Earl Culp Nelson; William Hill Nesbitt; Austin Sloan Peters; Kenneth DeMarr Peterson; Charles Gregg Phillips; Lewis Dwight Rader; Robert Evans Reno, III; Harlan Eugene Ridenour; Alfred Taylor Rider; Frederick Henry Roehm; Dale Franklin Runnion; Fred Schilling; Ralph Earl Schramm; Leland Delmar Schuler; William Dale Scott; James Bates Shanks; Darian Hunt Smith; James Irvin Steiner; Howard Wendell Strait; Joseph Buryl Taggart; Daniel Lloyd Thomas, Jr.; Ernest James Thomas; Donald Portz Troendly; Stanley Irving Tschantz; William Edward Wagner; Thomas Hugh Weight; Norris Ernest Welch; John Robert Wilson; Thomas Franklin Wonderling; Frank Grover Woodin; William Stanley Woods; Cloyd Ernest Zehner; Russell George Zimmerman.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Mary Louise Allaire; Alice Oca Anderson; Coral Blue Becker; Margaret Ann Benham; Grace Elizabeth Blakeslee; Ruth Jeannette Brown; Margaret Laverne Burkley; Lorabel Callaway; Phyllis Dorothy Canowitz; Janet Kreilick Carr; Esther Jane Conine; Evelyn Lenore Cox; Anna Jean Dally; Harriet Lucille Deibel; Mary Ann Fite; Frances Jane Goodfellow; Janet Katherine Greiner; Alice Marie Grubb; Dorothy Alvera Haines; Lolita Helen Harper; Ruth Eleanor Harrington; Catherine Harsha; Betty Ann Herl; Jennith Eileen Hughes; Elizabeth Ann Jarosi; Lillian Cecelia Kemper; Catherine Louise Kessler; Ada Gertrude Kline; Mary Caroline Leutz; Shirley Pearl Levine; Elizabeth Marsh; Marcella Anna Martin; Winifred Jean Masson; Rebecca Cochran McClannan; Dorothy Lucile McDaniel; Jean Frances Mellor; Gladys Irene Miller; Margaret Zoe Miller; Clara Belle Motter; Dorothy Marie Myers; Alice Maxwell Noble; Hannah Jane Owen; Jeanette Annabell Owens; Helen Elizabeth Raup; Mary Campbell Reid; Mary Elizabeth Reiter; Lois Rhoad; Charlotte Elizabeth Rhodes; Rose Elizabeth Rickey; Mary Elizabeth Riffe; Patty Alma Roth; Dottie Lois Schmidt; Roberta Jane Schulz; Ruth Elaine Sharr; Betty Ann Smith; Eileen Smith; Ruth Elizabeth Stockdale; Eileen Strauss; Mary Jeanette Taggart; Elizabeth Mary Thompson; Phyllis Louise Tinling; Nyda Pauline Tope; Martha Mae Ulrich; Betty Jane Vandemark; Mae Voltz; Elizabeth Ann Wallrabenstein; Frances Marian Watson; Anne Elizabeth Weiant; Helen Louise Wildermuth.

BACHELOR OF ARTS—WITH HONORS

Robert Milford Anderson (cum laude); Cyril Barter (summa cum laude); Barbara Anne Boughton (cum laude); Emma Marie Burkey (cum laude); Ruth Reed Butler (summa cum laude and with High Distinction in Biological Science); Henry Hyman Chanan (with Distinction in Chemistry); Richard Eugene Curl (cum laude and with High Distinction in Political Science); Hazel Merrilla Davis (cum laude); Emily Jane Everhart (cum laude and with Distinction in Bacteriology); Ronald James Gledhill (cum laude and with Distinction in Chemistry); Morton Irvin Grossman (cum laude); Jeannette May Hillman (cum laude); Dorothy Immerman (cum laude); Jean Marion Knight (with Distinction in Sociology); Robert Clarence Kuder (summa cum laude and with Distinction in Chemistry); Roy Albert Riggs (cum laude); Grace Odile Schaffner (cum laude); Ivan Clair Schmidt (cum laude); Sam Seifter (with Distinction in Chemistry); Mildred Annette Sheatsley (cum laude and with Distinction

in English); Shirley Ann Tice (cum laude); Philip Roger Vandeman (cum laude); Jean Antoinette Weisman (cum laude); Barbara Bauter Wilcox (summa cum laude); Hoyland Jeanne Yantes (cum laude and with Distinction in English).

BACHELOR OF SCIENCE IN JOURNALISM—WITH HONORS

Elizabeth Ryburn Kuntz (cum laude); Grace Odile Schaffner (cum laude).

BACHELOR OF SCIENCE IN OPTOMETRY—WITH HONORS

Harry Borowitz (cum laude); Henry William Hofstetter (cum laude); Israel Teitelbaum (cum laude).

BACHELOR OF ARTS

David Edison Adams; Myron Clarke Adams; James Sherman Adler; Savesta Agapetus; Donald Emerson Allen; Eleanor Fullerton Allen; Helen Allison; Henry Willard Allison; Louis Peter Alt; Alice Amber; Gladys Louise Anderson; Margaret Rea Anderson; Robert Harold Angerman; Drew Jackson Arnold; Isadore Bernard Arons; Robert Milton Bailey; Barbara Alma Baker; Fredric Firestone Balz; Irwin Barkan; Betty Marie Barker; Frances Edna Bartels; James Roe Beatley; Fountain Claibourne Beattie, Jr.; Elizabeth Agnes Beck; Harriet Jeanne Beecher; Robert Woodworth Beggs; Ralph Charles Behling; Floyd Matere Beman; Robert Davis Bills; Selim John Blazewicz; Jane Blue; Betty Barton Booth; Marylee Bottenhorn; William Francis Bradley; Alvin Lester Brainen; Lee Gordon Braun; Marie Kathleen Braunlin; Dorothy Christine Broerman; Barbara Greig Brown; Margaret Ellen Brown; Jeanne Carol Brumbach; Doris Lucille Buckner; Elizabeth Eva Burgess; Leland Andrew Byerly; Irving Heman Canfield; John Irvin Carlson; Charles Frederick Clark; Sanford Cohen; William Cassius Cook, Jr.; Robert Charles Coplan; Edward Peter Cory; Stanley Merle Cowan; Jean Danker; Ethel Esther Davidson; Elizabeth Thomas Davis; Joseph Briggs DeVennish; Louis Di Tommaso; Edward D'Orazio; Irving Drooyan; Don Duffy; Betty Rose Ehrhart; Edwin Homer Ellison; Faye Rosalind Emmitt; Elizabeth Hope Euans; Eugene Paul Everhart; Harold William Federer; Mordechai Feigenbaum; Frederick Cleland Finke; Norma Frances Antoinette Fisher; Charles Werner Fogle; Howard William Foley; Faith Camille Foster; Virginia Ruth Frankel; Harriet Louise Franks; Joseph Michael Gallen; Charles Wilhelm Gehrke; Marie Evelyn Geil; Richard Geren; Mary Elizabeth Goodrich; Frances Hillis Goodwin; Forrest Edwin Gordon, Jr.; Sidney Grau; Maurice Greenfield; Sidney Dwight Griffith; Marian Louise Guise; Bernard Harold Hackett; Lucile Hagerty; Mary Jane Hahn; Arthur Dale Hallay; Charles McClure Ham; Vivian Alonzo Harris; John Richard Harrison; Mary Louise Hartman; James Chester Hays; Jack Rene Henry; Margaret Catherine Henry; Philip Jay Hermann; Robert LaVonne Hilty; Fred George Hobbs; James Ellsworth Hoffman, Jr.; Roberta Aleyene Hopper; Michael John Hunyadi; Reeder Clayton Hutchinson; Robert Burdette Ireland; Robert Earl Jaffe; Arnold B. Johnson; Arthur Thornton Jones; Nancy Elizabeth Jones; John Jay Kabealo; Muriel Esther Kasov; Anne Beecher Kauffman; Helen Jeannette Kauffman; Carolyn Kaufman; Bayard Martin Keller; Roger Darst Kennedy; George Edwin Khourie; Dorothy Virginia Kibler; Edward Cecil King; Elmer Richard King; Frances Elizabeth Kirby; Martha Louise Kirn; Earl

Perry Knisely; John Adolph Koenigshoff; Raymond Frederick Kreager; Irving Lackritz; James Lambrakis; Bert Robert Lanker; Warren Anthony Lapp; Fred Brown Larimore; Janice Corrine Lavender; Arthur Lefford; Shirley Reeva Levinson; Evelyn Shirley Levy; Richard Carl Light; Robert Melvin Light; Jean Linton; William Fredrick Lovebury; Catherine Lucas; Harry Caldwell Lytle; George John MacDonald; Howard William Mahaffey; Dean Willard Mallett; Elizabeth Arthur Mann; Robert Lahm Marshall; Gladys Emma Mason; Frank Arthur Masse; Dorothy Jane May; Ruth Lewis McClure; Robert Langdon McCorkle; Ray Francis McCoy; Carl Henry McFadden; Hugh Lynn McKinley; Howard Morton Metzenbaum; William J. Middleton; Franklin Gail Miller; Harold Charles Millstone; Jean Leslie Mitchell; Betty Eloise Moore; Joseph Francis Morabito; Sam Muchnick; Hester Fern Murray; Harvey Nathanson; Frank Gerry Neubach; Sanford Buddy Noll; Stanley Eugene Norris; Virginia Ruth Overton; Patricia Duncan Palmer; Gordon Hutchins Perry; William Edward Pfaadt; Joseph John Pfeifer; Ellen Jean Pierce; Hannah Miriam Polster; May Sing Pon; Clifford Woodrow Price; Ellen Mae Price; Robert Jay Priest; Richard Raymond Pursley; David Phillip Randall; Robert Lee Ratchford; Charles Arthur Reinhard; Henry Francis Rich; Samuel Joseph Rinaldo; Ezra Wayne Rinehart; Jeanne Elizabeth Roberts; Mary Elizabeth Roberts; Miriam Robins; Jeanne Marjorie Roof; Donald Fultz Rowles; Alfred George Runner; George Philip Sattler; Mary Elizabeth Schaefer; John Russel Schickler; Robert Joseph Schiffgen; Albert Eli Scoblow; Patricia Adelaide Searight; Seymour Shapins; Katharine Cleveland Sharp; Ralph Herbert Shilling; Hadassah Shuster; Edythe Cecil Siegel; John Wiltshire Sigler; John Fletcher Sisson; Edward Joseph Sloane; Robert John Smith; William Clements Smith, Jr.; Betty Jane Snell; Betsy Jordan Snyder; Margaret Ellen Sorn; William DeForrest Stanbro; Jacqueline Steinberg; Charles Fielding Steinman; Robert Truby Stephens; Robert Milton Stevens; Lucille Alma Stitt; Jean Storey; Dorothy Stott; Elmer Swack; Richard Isgrig Taylor; Ford Chester Teeter; James Thomas, Jr.; Donald Woodrow Traphagen; Wilfred Theodore Trumbusch; Earl Robert Tweedie; John Connell Van Meter; Frederick Alden Waltz; John Russell Warren; William Waldron Weber; Katherine Victoria Whitehead; Keith Elden Whitmore; Ralph Alfred Wickter; Frances Johnson Wildermuth; Joseph McMilton Wilson; Benjamin Franklin Winters; Ruth Henrietta Winzeler; Ah Foo Wong; Jane Cecelia Wood; Carolyn Harriett Woodard; Ada Sarah Yolles.

BACHELOR OF SCIENCE IN JOURNALISM

John William Angle; Henry Bela Bachrach; Joyce Baker; James Michael Burke; Jean Margaret Bushnell; Betty Carol Coffin; Robert Leon Craig; Mary Kay Denbow; Mary Elizabeth Doyle; Richard Lee Dugan; Irvin Albert Eubanks; Robert Willi Ferguson; Earl Ronald Gordon; David Robert Hawley; Paula Frances Hedges; Martha Ann Hinkle; Irving Morton Lichtenstein; Tom Johnston McFadden; Janelle Lucille Moser; Jean Cameron Poffenberger; John G. Pool; David Jennings Postle; Jean Marie Rees; Robert Waldo Robinson; James Carl Shuler; Eugene Bernard Squires; Rosalind Swados; Mary Agnes Vavrek; Paul Charles Warren; Vivian Louise Waxler; Donald Dover Wiseman.

BACHELOR OF SCIENCE IN OPTOMETRY

James Thomas Angus, B.S. (Muskingum College); John Edward Buenau; Harold Cagen; Nathan Camm; Frank John Dunn, Jr.; Stanley Saul Engel; Carl Fredrick Fenton, Jr.; Murray Irving Haines; Richard Karl Jauch; John Claire Kehoe; Jack Horace Kurtz; Philip Lakin; Bernard Fredrick Masling; Kenneth Charles Mason; Marlan Eugene McElwain; Fannie Helen Melcer; Bernard Mindlin; Glenn Francis Ockuly; Frederick Wallace Richardson; Joseph Milton Roth; Joseph Seidenfeld; Neoma Libby Shapiro, B.A.; Fred Silverstein; Kathryn Louise Stone; Robert Geiser Sturges; Harry S. Vogel, B.A.; David Volk; Werner Carl Zentner.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION—WITH HONORS

Howard Vincent Blackburn (with Honors); Philip Howell Burris (with Distinction in Foreign Commerce); Roger Wallace Gartner (with Honors); Ernest Lee Hicks (with Honors and Distinction in Accounting); Robert Beaver Mertie (with Honors and Distinction in Accounting); Mayer Rosenfeld (with Honors); Ralph Merle Schaefer (with Honors); Irvin Sobel (with Honors).

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION—WITH HONORS

Lillian Pearl Birnbaum (with Honors); Hyman Joseph Schulkin (with Honors); Miriam Jane Taylor (with Distinction in Social Administration).

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Lauren Darrell Ake; George Frederick Alter; Richard Thomas Baker; Kenneth Mateer Banks; Robert Earl Banks; Raymond John Baum; Howard Lester Beougher; Joseph Roy Beres; Keith Haviland Bliss; Jacob James Boesel; James William Bone; Emmett Louis Brasseux; Harry Giles Brattain; Paul Hyland Brown; Robert Ralph Brown; Betty Lou Burnett; Leland Andrew Byerly; Leah Carlstein; Richard Kanaga Chubb; Vincent Ciccarello; Mary Louise Coffman; Harriet Allison Conner; William James Cotter; James Lynn Crandall; Forrest Wesley Cromwell; George William Crook; Morris Charles Crossen; Jay Howard Cusick; Robert Kelly Dean; John Thomas Dempsey; William Albert Diehl; John Cornelius Duffy; Jane Darrah Ebersol; Jean Annetta Emmert; Joseph Edward Farrell; Joseph Francis Fischer; Gene Sapiro Fisher; Paul Eugene Flohr; Norris William Fluke; Arthur Henry Freedman; Jerome Joseph Friedman; George Marshal Gableman; William Overton Gall; Hadley Clare Galleher; Lucy Satterlee Gay; Dave Gerstein; Robert Raymond Giesser; Samuel Jacob Golomb; Richard Chalmers Gottier; Paul Edward Gribble; Thomas Hugh Grimes; Casper Gilblom Haas; Courtney Clark Hammitt, Jr.; Emil Peter Hanic; Milton Allen Hays; Milton Leonard Herman; Robert William Herrmann; Mary Elizabeth Hershberger; Raymond Allen Hertz; Shepard Arthur Hildebrand; Donald Warren Hindes; Loren Burdell Hissong; Elmer Russel Hites; Dorothea Jane Hoefinger; Albert Glock Holmes; Edwin Maxwell Howison; Otto William Hueter, Jr.; Robert Allen Huff; Albert Erwin Immel; Clarence Albert Isaac; Waldo Clinton Jenkins; Beatrice Dixon Jenks; Jackson Andrew Jordan; Reino Charles Kahelin; Reginald George Kaithern; Robert Horace Kepler; Thomas Latimer Kibler, Jr.; Winfield Eugene King; Arthur Kohn; Juliette Rita Koren; Ivan Louis Kovacicek; Jerome Jay Kreinberg; Alfred Edward Lageman; Harry Ralph Lawson; Kenneth Erwin Lebens-

burger; Samuel Hyman Lefkowitz; Sanford William Liptzin; Angelo Patri Luckino; Raymond Terry Lyons; Arthur James MacKenzie; Joseph Francis Martin; Charles Edward Mauk; Charles LeRoy Maule; Raymond Eugene May; Reginald Dunbar Mayer; Richard Harvey McCloskey; Robert William McElroy; James Edward McGuire; Alexander Bernard McKee; George Xavier Mechir; John Max Mellott; Thomas Anthony Mendenhall; Franklin Gail Miller; Robert Warren Miller; Robert Edward Millisor; Lawrence Edward Mock; Charles Baughman Moody; John Henry Moorman; Walter Thomas Morgan; George William Morris; Joseph Peter Muliolis; Robert Francis Murphy; Robert Hudson Neff; Thomas Jackson Nugent; Harry Devereaux O'Keefe; Henry Parks, Jr.; Charles Carroll Patterson; Claude William Pendleton; Eldon Milo Penn; Richard Coy Pfeiffer; Arthur Joseph Piper; Marjorie Sue Postle; Donald Semler Poulton; Harold Burton Powell; Rhea Jean Preis; John Louis Racine; John Joseph Rajkovich; William F. Randolph; William Arnold Rasey, Jr.; Marjorie Florence Ratcliff; Donald A. Reed; Dan Reines; James Richard Reissig; Leo Anthony Roberts; Stanley Ulrich Robinson, Jr.; Paul Justin Rockey; Miles Edward Rodgers; Richard Brough Roley; Marcus Mitchell Ruben; Wilson Smith Rucker; George Rudyard Russ; Douglas Ward Sankey; William Stuart Schneider; Alexander Schoenbaum; Robert Schwartzwalder; Herman Scott; James Franklin Scott; John Eldon Senn; George William Sennish, Jr.; Marshall Randolph Seybold; Elmer James Shapiro; Ross Stoler Shoolroy; Victor Lewis Shumaker; LeVernne Ballou Slagle; Albert Harmon Smith; Allen James Smith; Francis Leighton Smith; Gail Jessie Smith; Howard George Smith; Blake Elno Stauffer; Edith Grace Steiger; Charles Fielding Steinman; John Nicholas Stimac; Jack Melvin Stone; Robert Herbert Strandburg; Edward Joseph Tetlak; John Leonard Textoris; John Chandler Thierman; Daniel Harris Trewetz; Irwin Trope; Mary Balthaser Ury; Delbert Charles Valentine; Elsie Josephine Veh; Hyman Herman Weintraub; Robert Lewis Weislogel; Robert Allen Wherry; Melvin Craig Wilson; Homer Lee Winnagle; Byron Stevens Worthen; Ralph Real Yarov; Kenneth LaMar Young.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Vera Jean Allen; Elnore Clark Amos; Frances Marilyn Anderson; Thomas James Barrett; Gertrude Christine Behner; Evelyn Jane Biggers; Anna Beatrice Brown; June-Lee Brown; Evelyn Cohen; Jean Louisa Crichton; Gladys Evelyn Evans; Margaret Anne Evans; Fay Feren; Julia Bell Frye; Grace LaVerne Gary; Jane Charlton Harmount; Doris Irene Katzman; Elsie Marie Kloos; Martha Quinlan Lee; Emma Lieder; Elaine Melrose Long; Bernard Milton Meyer; Marjorie Lucille Miller; Sarah Mildred Moore; John Joseph Morrett; Garnet Lucille Moyer; Cecile Ernestine Newman; Aviva Friedland Polish; Constance Lenore Pursglove; Katheryne Louise Rayburn; Margaret Ruth Scholes; Jean Elizabeth Scott; Bettye Jane Sillman; Ann Sole; Ruth Lenore Stone; Rosalind Tornberg; Margaret Ruth Trasin; Laura Jane Vorhees; Kenneth Mulford Williams; Laura Frances Wood; Robert Donald Young.

BACHELOR OF SCIENCE IN EDUCATION—WITH HONORS

Marianne Virginia Belding (with Distinction); Jane Elizabeth Coulter (with Distinction); Elizabeth Hope Euans (with Distinction); Jane Louise Grierson (with Distinction); Ruth Elizabeth

Harden (with Distinction); Margaret Catherine Henry (with Distinction); Ruth Emmalene Hirth (with Distinction); Virginia Reading Hoff (with Distinction); Elsie Virginia Ireland (with Distinction); Norma Anne Kirkendall (with Distinction); Mary Ruth Self (with Distinction); Margaret Ann Wolfe (with Distinction).

BACHELOR OF SCIENCE IN EDUCATION

Edgar Luke Alexander; August Lynn Altenbernd; Janet Rose Anding; Helen Margaret Ayars, A.B. (University of Toledo); Edward John Baas; Elizabeth Duvall Bachman; Evelyn Graly Bailey; Howard King Bailey; William Harold Baird, Jr.; Milton Lowell Baker; Elsie Agnes Barch; Betty Marie Barker; Virginia Louise Barnard; Mary Helen Bauder; Kathryn Isabel Baum; Karl David Bechtle; Ruth Naomi Becker; Edna Belle Beery; Betty Bernice Belt; Irene Mary Berkebile; Florian Bruce Beymer; Ernest Ralph Biggs; Byron Perry Bishop; Marjory Ann Blair; Harry Bock; Russell William Bolinger; Robert Joseph Bolish; Francis Elwood Bonar; Dorothy Mae Bond; Mildred Irene Bordenkircher; Ruth Borowitz; Barbara Anne Boughton; Betty Jane Bowers; William Pearson Bownas, B.A.; James William Brady; Maida Phyllis Brody; Barbara Brown; Elderlia Louise Brown; Doris Lucille Buckner; Claude Darwin Budd; Virginia Kathryn Buker; Freda Jane Burkhardt; Jean Mary Burkley; Kathleen Marie Burns; Frieda Sterna Cadkin; Catherine June Carethers; John Irvin Carlson; Richard Arthur Carter; Vera Vileta Carter; Warren Vale Casey; Charles Goodwin Clager; Richard Guy Clark; Kitty Dallas Cline; Janice Young Cochran; Ruth Cohn; Doris Catherine Colvill; Jane Irene Cook; Paul Craig Cook; Robert Wayne Cook; Ruth Cornwell; Edward Peter Cory; William Franklin Cramer; Ruth Louise Crone; Dora Elizabeth Damrin; Apolinario Mario Dandoy; Dennis Franklin Davidson, B.A., M.Sc.; Hazel Merrilla Davis; Jane Elizabeth Davis; Marjorie Ann Davis, B.A.; Nelma Edith Davis; Christine Mary Davy; Loretta Mary Delaites; Phyllis Ruth Denison; Marjorie May Dew; Lillian Virginia Dierker; Helen Anna Diers; Theodore Henry Dietsch; James Monette Diley, Jr.; Leonard Henry Dinan; Elsie Eleanor Dix; Kenneth White Dobson; Martha Scharlotte Downs; Robert Kent Downs; Leila Cora Drake; Grace Elizabeth Dresbach; Helen Virginia Dusler; Maxine Alice Dwiggin; Queen Esther Earley; Betty May Edwards; Betty Rose Ehrhart; Martha Elizabeth Elbin; Florence Elconin; Annie Mary Erickson; Clara Pauline Ervin; James Stafford Eustath, Jr.; Mary Ethel Evans; Rose Margaret Evans; Avah Fahnestock; Gordon Howard Fallesen; David Auton Farrington; Ellen Fay Feinberg; Jeanne Elizabeth Ferguson; Robert Richard Fink; James Edward Fraley; Margaret Louise Frank; Leland Miesse Frederick, B.E.E.; Jane Florence Freidenberg; Ruth Isabel Frishkorn; Helen Marie Fritz; Hilda Jane Fulton; Mary Virginia Gallen, B.Fine Arts; Donald Howard Gilbert; Rachel Clarke Gillespie; Dorothy Gottlieb; Helen Shirley Grace; Robert Walter Graham; Edwin Eugene Graves; Alice Griffith; James Arthur Grossman; Edith Eleanor Guilkey; Catherine Helen Haddad; Charles F. Hagen; Irma Speer Hake; Ruth Louise Hamilton; Mary Jane Hancher; Katherine Donaldson Hannay; Lilly Mae Harding; Charlotte Maud Harman; Florence Elizabeth Harshie; Glenna Vail Hartley; Mabel Todd Hayes; Theodore Ross Heaton; Richard Wayne Heine; Janet Henninger; Beryl Donald Hensel; Charles Edmond Higgins; Walter Camby Higgins; Elizabeth Anne

Higley; Jeannette May Hillman; Clifford LeRoy Hite; Fred George Hobbs; Glenn Lawrence Hochenshilt; William Retroff Hoover; Ruth Mae Hornstein; Iva May Hosler; Harland John Howells; Emma Mabel Howie; Mary Bellenden Hutcheson; Harold Edwin Icenhower; Jean Ellen Jackson; Anthony Martin Jesko; Caroline Heron Johnson; Bette Elizabeth Johnston; Emma Frances Jones; Nancy Elizabeth Jones; Janet Thelma Jordan; Catherine Louise Kauffman; Helen Frances Kazmarek; Anne Keener; Irene Matylde Kellz; Darwin Benjamin Keye; John William Keys; Dorothy Emma Kilgore; Esther Lucille Kilpatrick; Harriet Estella Kimmel; Alma Marie King; Almeda May King; Kathryn Uhl King; Martha Elaine King; Beth Cynthia Kirk; Ralph Barney Klein; Ethel Alberta Klesa; Ruth Kols; Julia Cecelia Korn; Edith Eleonora Koski; Leah Mary Krantz; Laura Elizabeth Kratz; June Kurlander; Glendon Lainhart Lakes; Ellen Craig Laughead; Francis Delano Layton; Robert Alden Lee; Carolyn Virginia Lehman; Ruth Lemon; David Griff Lewis; Marguerite Linton; Bernice May Liston; Robert Louis Livingston; Ruth Lyne; Nelson Edwards Lyttle; John Judge MacBride; Genevieve Alice Maloney; James Gordon Mason; Jose Dexter Masters; Katharine Elizabeth Mattingly; Myron Merchant McClish; Martha Louise McClure; Olive May McCombs; Marjorie Ruth McDermott; James Allen McDonald; Esther Mae McGlone; Myron St. Clair McKelvey; Gordon Green McMahan; Doris Lucine McNaught; John Noyes McVay; Esther Pauline McVicker; Nettie Mendel; Margaret Eleanor Mercier; Betty Marie Meyer; Floyd Henry Miller; Ellen Marie Mittler; Josephine Roberta Mooney; Jean Carolyn Moore; Birdean Jeannette Morris; William Martin Moss; Martha Moore Moulton; Hester Fern Murray; Elizabeth Anne Neff; Charles Edward Newman; Asa Euclare Offensend; Lorraine Gertrude Ogden; Mary Elizabeth Page; Alby Robert Paris; Jean Elizabeth Parish; Grace Marian Parke; Helen Frances Parker; Thelma Elizabeth Parker; John Augustus Paul; Margaret Louise Payton; Lowell Ray Perkins; Lois Newhall Phelps; Elizabeth Henrietta Pool; Philip Hyde Powell, B.A. (Ohio Wesleyan University); Ellen Mae Price; John Pruski; Henry Przychocki; Irene Gladys Quester; Eldora Gene Rader; Joseph Abner Ralston; Robert Glen Raney; Hugh Marcus Rea; Charles Daniel Ream; Elizabeth Ellen Reber; Rose Ellen Reed; Rena Ruth Rich; Hazel Richards, B.A.; Howard Fred Robbins; Margaret Daisy-Belle Roberts; Margaret Virginia Roberts; Sarah Louise Roberts; William Ezekial Robins, B.A., M.A.; Charles Robert Robinson, B.A., M.A.; Francis Mason Robinson; Howard Eugene Robinson; Ellen Agnes Roller; Phyllis Anita Roth; Louise Rummell; Jane Annette Runyan; George William Russ; Dortha Lee Sampson; Robert Charles Saup; Jean Margaret Schadler; Winifred Hathaway Schamp; Margaret Maye Schleckman; Judith May Schlegel; Faye Louise Schlupe; Ruth Catharine Schmid, B.A. (College of William and Mary); Hilda Rosetta Schmidt, B.A. (University of Wisconsin); Ella Amelia Schrock; Robert John Schroeder; Ralph Clyde Scott; Ruth Elizabeth Scott; Lloyd Clifford Seely; Winifred Mary Selvey; Helen Elizabeth Shively; Elizabeth Roy Shurtz; Harriet Lucille Sisler; Thelma Irene Slavens; Helen Marjorie Sleeth; Mary Gertrude Sluterbeck; Eunice Estelle Smith; Jeanne Smith; Gertrude Sniderman; Nita Belle Soncrant; Lucile Virginia Sondergelt; Lillian Sosnow; Rosemary Southard; John Arthur Speelman; Clara Annetta Spidell; Martha Jane Squier; Edward Joseph Stack; Evelyn Jane St. Clair; Irving Allan Stone; Miriam Kathryn Straley; Winifred

Irene Summers; Sheldon Wilber Swickard; Merle Jeanne Swineford, B.A.; Virginia Hope Tarsey; Virginia Maude Tatje; Genevieve Marion Taylor; McKinley Taylor, B.A.; Robert Paul Trehearne; George Ulnic; Thelma Louise Vilbrandt; Mary Jane Vines; Jane Walcutt; Marion Thomas Wallace; Mary Louise Fry Warrington, B.Sc. in Soc. Adm.; Patricia Helene Watkins; Jeanne Marcelle Webb; Jeanette Weinstein; Mary Catherine Welsh; Elinor Wheeler; Joella Whitaker; James Arthur Whittaker; Glenn Garman Whittier; Alice Julia Wick; Mary Alice Wilkins; Maurice Aaron Wogaman; Helen May Wolfe; Marion Staunton Wood; Richard Frank Wulfhorst; Betty Romola Wycoff; Margaret Ivadelle Yeager; John Harrison Zech; Harry William Ziegler, Jr.; Betty Zipkin.

BACHELOR OF FINE ARTS

Mary Katherine Alspaugh; Frances Nash Caulfield; Barbara Anne Clouse; Belle Bertha Collin; Elinor Claire Corbett; Ruth Payne Davis; Dorothy Carolyn Denison; Marjorie Hicks Dickason; Florence Gertrude Dykstra; Mary Alice Hershberger; Charles Joseph Hughes; Margaret Elizabeth Isaly; Kenneth Fredrick George Kleinfelder; Elinor Jane Levin; Robert Stuart MacKellar; Lloyd Elzo Manley; Virginia Jane McAllister; Betty Phillips McConnell; John Warren Meddick; Esther Almeda Miller; William Edward Otto; Eleanor Lucille Rivers; Jean Shoemaker; Dorothy Kathryn Shontz; Sara Marshall Sims; William Arthur Herbert Spratley, Jr.; Rachel Elinor Sterns; Arlene Jeannette Walters.

BACHELOR OF AGRICULTURAL ENGINEERING

Gordon McNess Royle, B.Sc. in Agr.

BACHELOR OF ARCHITECTURAL ENGINEERING

Charles Edwin Lex, III; Lam Woo.

BACHELOR OF ARCHITECTURE

Thomas Harrison Canfield; Paul Spence Shook; Philip Wahl Swain; William Woodrow Wells.

BACHELOR OF CERAMIC ENGINEERING

Wilbur Hall Corban; Sam Pershing Daugherty; Robert Fleming Davis; William Owen Fahrenbruck; Henry Allen Gornall; Leo Edward Harner; Earl Eldredge Hite; Peter Koopman, Jr.; Carey Eugene Lindsay; James Irving Mueller; John Paul Schloffman; William David Spore; James Kalb Stevenson, Jr.; William Fish Winemiller; Paul John Yavorsky.

BACHELOR OF CHEMICAL ENGINEERING

Sol Berg; George Buchanan Brookover; John Edward Chenevey; Albert Richard Downing; Carl David Fischer; Robert Russell Foltz; Dwight Arthur Francis; Sam Friedman; Jack Alan Gerster; Gordon Wade Goldrick; John Kenniston Harvey; John Louis Hotz; John Arthur Jacks, Jr.; Willis Everett Jackson; Ira Joseph Kail; Ellsworth Elmer Kimmel, Jr.; Lewis Robert Krieg; Dillard Woodson Kuhlman; John Mitchell McEwen; Robert Paul Mitchell; Richard Edward Ogden; Merrill Landis Riehl; George Edward Roesse; Bernard Reginald Sarchet; Robert Edward Scheiber; Joel Saul Stahl; Richard Paul Theado; Roy William Thompson; Charles Henry Voit; Clayton William Weber.

BACHELOR OF CIVIL ENGINEERING

Robert Goodlive Bainter; William Albert Berdelman; Richard DeWitt Bredbeck; Darwin Wilson Brown; Herbert Alfred Buros; William Anderson Cunningham; John William Graham, Jr.; Don Alexander Hindman; Edward Isaac Hofmayer; Howard Curtis Hooper; Moreton Ray Hughes; Charles Dayton Jones; Russell Earl Moreland; Samuel Coles Peebles, Jr.; Jay Coble Rabuck; Thomas Carlton Reddington; Eugene Francis Seaman; Raymond Garnet Shirkey; Carl Frederick Shultheis, Jr.; Bernard Herman Siegelman; Charles Spencer Stevenson; William Robert Thompson; Robert Harris Tippett; John Jacob Tomcik; Robert Woodford Warner; Charles Tyrell West; Mary Adelyn Wilson.

BACHELOR OF ELECTRICAL ENGINEERING

Samuel John Anast; Dewey Mitchell Bassett; Paul Butler Best, Jr.; Franz William Beyer, B.A.; Anthony George Brown; John Arthur Clark; Jack M. Delfs; Herbert Thoburn Fessler; Walter Earl Flockencier; Victor Frederiksen, Jr.; Bernard Green; Robert James Hanville; Woodrow Wilson Heigle; Warren Leonard Hood; Robert Frederick Johnson; Alferd Earl Kerscher; Leonard Carl Koch; William James Lawrence; Randall Edward Lloyd; Clarence Joseph Marx; Robert Dickerson McComb; Roger Lee Merrill; Robert Lee Ogram; Ira Balmer Penniman, Jr.; Julius Hamilton Rubin; Charles Louis Semmelman; Louis Malaby Shaver; John Miller Sherman; Rosabel Virginia Weiser; Irving Francis Weiss; Richard Addison Weston; Carl Frederick Willert.

BACHELOR OF ENGINEERING IN MINING

David Clinton Ridenour; David Lincoln Rohe; Francis Andrews Schurtz; Mac Bartlett Stephenson; Richard Hastings Wolcott.

BACHELOR OF INDUSTRIAL ENGINEERING

Neal Curtiss Albert; Albert Miller Ankrom; Robert Burns Barry, Jr.; Kenyon Stowell Batchelor; Ralph Lowell Bower; Ray Eben Chandler, Jr.; Durwood Loy Cooperrider; Robert Graf Derrenberger; William Wilson Dodge; Bernard Ervin Egger; Benjamin Hard Gardner, Jr.; Charles Michael Haas; Alfred Stanley Hamilton; Dwight Howerd, Jr.; Bruce William Jones; Carl Eugene Lauffer; Fred Henry Leupp, Jr.; Mast Carl Miller; Charles Lee Nissley, Jr.; Robert Heslip Pope; Franklin McCoy Rhodes; Charles Thomas Rose; Max Nichols Ruhl; Norman Edward Schoewe; William Jerome Smith; Robert McClellan Sprowl; John Edward Stinson; Ned Wilbur Strasser; Stephen Eugene Wargo.

BACHELOR OF LANDSCAPE ARCHITECTURE

William Arthur Hutchings.

BACHELOR OF MECHANICAL ENGINEERING

William Robert Alexander; Arthur Eugene Baggs, Jr.; Richard Warren Blair; Hyman Brier; Walter Max Brown; Thomas Johnson Cook, Jr.; Robert Lawrence Cooney; Eldon Walter Cooperrider; Lewis Aaron Dever; Richard Lester Dickinson; Robert Ted Drake; Ellsworth Hubbard Fromm; John Edward Gilkey; Wallace Erskine Harpst; Andrew Henery; Virgil L. Iles; Allan Parke Johnson; Edward Mackin Kelly; Glenn Elmer Manker; Don Hall Marquis; Virgil Herman Schrolucke; August Charles Schultz, Jr.; Arthur Emil

Schwemler, Jr.; Thomas Andrew Seddon; Paul Reign Shaffer; John Howard Shover; Paul Eugene Smith; Harry Bruce Steele; Robert Andrew Vaughan; Kenneth Leo Warthman.

BACHELOR OF METALLURGICAL ENGINEERING

William Wesley Brown; Lodwic Crary Davis, Jr.; Lloyd George Evans; John Keith Farrar; Donald Theodore Goettge; Joseph Wayne Lodge; Charles Louis Matasich; Leonard Anthony Phipps; Joseph Frank Rudolf; Charles Harold Shelton; Harry Lynn Shufflebarger.

BACHELOR OF SCIENCE IN PHYSICS

Allan Keith Conrad; Carl Wendell Cox; Stanley Vincent Forgue; Horace Wadsworth Gillett, Jr.; James Wallace Hackett; Oren John Huber; Karl Frederick Miles; Theodore Elias Pochapsky; Thomas Edmund Rafferty; Charles Louis Semmelman; George Martin Vanator.

CERAMIC ENGINEER

Probert Wood Dager, B.Cer.E., 1929; Melvin Sigvard Lund, B.Cer.E., 1929; Charles McMullen, B.Cer.E., 1928; Walter Clarence Rueckel, B.Cer.E., 1929, M.Sc., 1930, Ph.D., 1933; Walter Henry Schotts, B.Cer.E., 1927; George Richardson Sylvester, B.Cer.E., 1926.

CHEMICAL ENGINEER

Charles Leonard Fletcher, B.Ch.E., 1930; Ralph Edwin Hall, B.S., M.S. (Ohio Wesleyan University), M.A., 1911, Ph.D. (University of Chicago), D.Sc. (Ohio Wesleyan University); Dean Sterling Hubbell, B.Ch.E., 1928, M.Sc., 1928; Glenn Rounds Hull, B.Ch.E., 1924; Milton Fletcher Lindsley, Jr., B.Ch.E., 1927; Edward Eugene Slowter, B.Ch.E., 1934, M.Sc., 1935.

CIVIL ENGINEER

Harry Earnest Hallock, B.C.E., 1930.

INDUSTRIAL ENGINEER

Harry Alfred Dorsey, B.I.E., 1933; Sylvan Ellsworth Jackson, B.I.E., 1931; Harold Chester Miller, B.I.E., 1933.

MECHANICAL ENGINEER

Robert Garland Kilgore, B.M.E., 1932, M.Sc., 1934; Harry Rickert Patterson, B.M.E., 1931; Alan Richard Schrader, B.M.E., 1934.

BACHELOR OF SCIENCE IN PHARMACY—WITH HONORS

Kathleen June Bush (cum laude); Joseph Jeffery Davis (cum laude); Hilda Virginia Gilliland (cum laude); Fred George Schleicht (cum laude).

BACHELOR OF SCIENCE IN PHARMACY

Louis Ackerman; Maurice Lawrence Bleich; Aubrey Orestes Booher; Floyd Franklin Bumpus; Max William Clayton; Robert Arthur Crocetti; James Fidelia Davis; Bernard Arthur Donnelly; Vincent Facciuto; Josephine Sitterle Failer; Richard Conrad Findlay; William Joseph Flynn; Lee William Funk, Jr.; Charles Gardner Griste; Isadore Reuben Gurevitz; Myron Clarence Hamysh; Charles Marten Henry; Robert Jean Henry; Ernest James Joslin, B.S. (Mount Union College); Robert Wells Kemper; Mark A. Kiger; Mary Elizabeth Kohl; Max R. Leonard; Helen Tyce Lewis; Donald Evans

Liles; William Julius Martin; Leo Wendell Mossman; Lloyd Gilbert Mowery; Louis Joseph Nagy; Donald LeRoy Newland; Jack George O'Malley; Thomas James Phillips; William Ivan Hale Reeves; James Dwight Revennaugh; William Dale Rhodes; Samuel Amon Ritchey; Evelyn Ruth Rock; Abraham Morris Rolnick; George John Sevacko; Edward Efirid Smith; William Sharp Sutter; Van Devender Wells; Richard Harold Wepler.

CERTIFICATE OF GRADUATE NURSE

Mary Helen Bauder; Virginia Kathryn Buker; Glenna Vail Hartley; Thelma Elizabeth Parker; Rose Ellen Reed; Ellen Agnes Roller; Judith May Schlegel.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Secretary was upon roll call unanimously authorized to enter into a contract with the Brink's Incorporated, effective May 1, 1939, for transporting money from the University to the State Treasury and to the University Bank. This new form of contract will replace the contract with the Brink's Express Company, Incorporated, approved by the Board of Trustees under date of May 13, 1930.

* * * * *

The Secretary reported to the Board that bids covering the Piping and Service in Tunnel for the Men's Dormitory (PWA Docket No. Ohio 1990-F) will be received on May 24, 1939, at 2 o'clock.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the estimate of the University Architect and the Maintenance Engineer, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary reported to the Board that bids covering the Piping and Service in Tunnel for the Women's Dormitories (PWA Docket No. Ohio 2095-F) will be received on May 24, 1939, at 2 o'clock.

Upon motion of Dr. Russell, seconded by Mr. Thompson, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees to open and read in public any bids that may be presented, and if any bids are received below the estimate of the University Architect and the Maintenance Engineer, to recommend to the Director of Public Works the award of contract to the lowest and best bidder. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received

on April 20, 1939 and contracts awarded in connection with the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F) :

CABINET MINUTES

Columbus, Ohio

April 20, 1939.

The Cabinet met in Room 100 of the Administration Building at 2 P. M.

Present: Messrs. Elleman, Smith and Steeb. Mr. Hugh J. Ryan, Field Clerk, Office of the Resident Engineer Inspector, Federal Emergency Administration of Public Works, was also present.

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on April 10, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Faculty Assembly Unit, as per advertisement. The following bids were received, read and tabulated:

Division 1 — General Contract (Items I to XIV)

Bidder	Base Bid	Bond
(A) Ohio State Construction Company.....	\$130,471.00	\$160,000.00
(B) Robert H. Evans and Company.....	135,000.00	150,000.00
(C) Trapp-Carroll Company	131,600.00	146,000.00
(D) Steine-Wolfe Company	132,594.00	150,000.00
(E) C. M. Barr Company.....	131,918.00	160,000.00
(F) Norton and Nadalin.....	137,400.00	151,220.00
(G) G. B. Wolstein and Company.....	139,470.00	155,000.00
(H) H. M. Boyajohn.....	142,775.00	175,000.00

ALTERNATES

	No. 1	No. 2	No. 3	No. 4	No. 5	No. 6	No. 7	No. 8	No. 9	No. 10
	Add	Add	Deduct	Deduct	Add	Deduct	Deduct	Deduct	Add	Deduct
(A)	\$5,250	\$7,900	\$1,000	\$3,300	\$1,150	\$ 160	\$ 500	\$ 300	\$ 230	\$2,950
(B)	4,600	7,000	373	6,385	1,100	163	200	500	2,700
(C)	5,150	7,700	360	6,500	1,250	290	225	450	250	2,900
(D)	4,800	7,400	420	4,000	1,450	170	900	100	225	2,900
(E)	4,977	7,486	426	5,912	946	200	411	300	245	3,100
(F)	5,150	7,170	450	4,500	1,250	163	1,700	530	250	3,000
(G)	5,095	7,454	323	6,408	1,250	286	200	1,800	230	2,986
(H)	5,500	7,900	500	6,300	1,200	300	1,300	750	250	1,750

Division 2 — Heating and Ventilating Contract (Item XV)

Bidder	Base Bid	Bond	Alt. H-1 (deduct)
H. J. LaPlante.....	\$12,087.00	\$12,500.00	\$1,600.00
Huffman-Wolfe Company	11,930.00	12,000.00	1,140.00
Eastern Plumbing Company.....	11,570.00	12,000.00	2,150.00
J. F. Oelgoetz Company.....	11,948.00	15,000.00	2,140.00

Division 3 — Plumbing Contract (Item XVI)

Bidder	Base Bid	Bond
North Side Plumbing Company.....	\$8,334.00	\$9,000.00
H. J. LaPlante	6,732.00	7,500.00
Eastern Plumbing Company.....	6,589.00	6,589.00
J. F. Oelgoetz Company.....	5,595.00	6,000.00
W. C. Gleach Plumbing and Heating Company...	6,900.00	6,900.00
Huffman-Wolfe Company	7,983.00	8,000.00

Division 4 — Electrical Contract (Item XVII)

Bidder	Base Bid	Bond	Alt. E-1 (add)
Superior Electric Engineering Company..	\$3,763.00	\$4,510.00	\$747.00
L. N. Burroughs.....	4,078.00	5,000.00	697.00
Electric Power Equipment Company.....	3,983.00	5,000.00	803.00

Explanation of Alternates.

- No. 1—Include freight elevator and one dumbwaiter.
- No. 2—Include passenger elevator and one dumbwaiter.
- No. 3—Omit concrete floors in unfinished portions of basement.
- No. 4—Omit acoustic treatment in Assembly Room and omit acoustic treatment and plaster ceiling in Kitchen and change all other acoustic treatment from Acoustex to Temlock.
- No. 5—Include screens and necessary boxing for windows.
- No. 6—Change all architectural projected windows to commercial projected windows.
- No. 7—Change all sandstone to Indiana Limestone.
- No. 8—Change Flemish Bond to Common Bond Brickwork.
- No. 9—Paint all exposed concrete in Assembly Room.
- No. 10—Omit folding partitions between Rooms 104 and 105 and between 105 and 106.
- H-1—Omit air conditioning.
- E-1—Include Lighting Fixtures.

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio
April 24, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.

Present: Messrs. McPherson, Elleman, McCracken, Smith and Steeb.

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The Cabinet met to receive the report of the University Architect on the bids received April 20, 1939 for the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F).

April 24, 1939.

University Cabinet
Administration Building

Re: Faculty Assembly Unit

Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet April 20, 1939, pursuant to advertisement for construction of the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F) and submit the following report:

1. (a) Since none of the proposals for the General Contract, Division 1, is sufficiently low to permit the acceptance of the proposal for the first (additive) alternate which is for the addition of the freight elevator and one dumbwaiter and which is deemed necessary for the use of the project, I recommend the acceptance of all the deductive alternates, those numbered 3-4-6-7-8 and 10. The low bid on this basis is that of Trapp-Carroll, at a net figure of \$120,875, which is regular in every respect and is below the net estimate of \$130,579 for the base bid with these six alternates, filed with the State Auditor.

(b) I find that the low bids for Contract Division 2, Heating and Ventilating, and 3, Plumbing, are regular in every respect and are below the estimates of \$12,800 and

\$8,550 respectively, which were filed with the Auditor of State.

(c) I find that no proposals for Contract Division 4, Electric Work, were below the estimate of \$3,500 filed with the Auditor of State.

2. I recommend that under the authority granted by the Board of Trustees of the Ohio State University at its meeting held April 10, 1939, the University Cabinet recommend to the State Director of Public Works the award of contracts as follows:

Division 1. General Contract and General Conditions on base bid and alternates 3-4-6-7-8 and 10 to Trapp-Carroll Company for the net sum of.....	\$120,875
Division 2. Heating and Ventilating Contract and General Conditions to Eastern Plumbing Company.....	\$ 11,570
Division 3. Plumbing Contract and General Conditions to J. F. Oelgoetz Company.....	\$ 5,595

3. I recommend that proposals for alternates 1-2-5 and 9 of Division 1, General Contract, for Alternate H-1 of Division 2, Heating and Ventilating Contract, and for Division 4, Electric Work, be rejected.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of these recommendations.

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Mr. Smith now presented the following communication addressed to the Secretary of the Board of Trustees:

April 24, 1939.

Mr. C. E. Steeb, Secretary
Board of Trustees
Administration Building.

My dear Mr. Steeb:

In order to receive proposals for the installation of freight elevator and passenger elevator and two dumb-waiters in the Faculty Assembly Unit and new proposals for Contract Division 4, Electric Work, so that contracts for these items may be awarded in sufficient time to avoid delay in the progress of general construction of the building, which, according to the University's contract with PWA for Federal Grant must be completed by December 1, 1939, I recommend that the Director of Public Works be requested to declare an emergency and approve the advertisement for sealed proposals to be received for these items after 10 days of advertisement as provided by law.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the Cabinet instructed the Secretary to request the Board of Trustees for authority to proceed in

accordance with the recommendations of the University Architect as contained in the above letter.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary now presented a supplement to the specifications, revised estimate of cost, revised estimated bill of materials, and revised form of proposal for the proposed Electrical Work, Elevators and Dumbwaiters in the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), as prepared by the University Architect, Mr. Howard Dwight Smith.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Board by unanimous vote approved the above supplement to specifications, revised estimate of cost, revised estimated bill of materials and revised form of proposal for the above project, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for approval, and if approved by them, to advertise for bids over a 10 day period in order to avoid delay in the construction of this building.

It was further ordered that the Cabinet be authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's revised estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

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The Secretary now stated that on February 13, 1939, the Board had approved the plans, specifications, estimate of cost, estimated bill of materials and form of proposal for the so-called Addition B-Journalism Building (as an extension of PWA Docket No. Ohio 1986-F).

Since that date, the PWA officials in Washington have ruled that this proposed Addition is construed as a "unit of work not heretofore included in the project for which the present allotment was made," and that it therefore cannot be approved.

In view of the above decision, the University Architect, Mr. Howard Dwight Smith has prepared drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Addition to Journalism Building (Miscellaneous Finish)—PWA Docket No. Ohio 1986-F, and the above documents are submitted herewith for approval.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Board by unanimous vote approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for the Addition to Journalism Building (Miscellaneous Finish), and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for their approval. In order that this work may proceed along with the construction of the building, the Secre-

tary was directed further to request the State Controlling Board to authorize a short term advertisement of one publication, not more than ten days nor less than eight days preceding the opening of the bids covering this work.

It was also ordered that the Cabinet be authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

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The drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for Equipment and Construction for the Women's Dormitories (PWA Docket No. Ohio 2095-F), as prepared by the University Architect were now presented.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous vote approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

* * * * *

The drawings, specifications, estimate of cost, estimated bill of materials and form of proposal for Equipment and Construction for the Men's Dormitory (PWA Docket No. Ohio 1990-F), as prepared by the University Architect were now presented.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous vote approved the above drawings, specifications, estimate of cost, estimated bill of materials and form of proposal, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the Director of Public Works for their approval, and if approved by them, to advertise for bids in accordance with law.

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Upon motion of Dr. Russell, seconded by Dr. Altmaier, the granting of a Dental Certificate was approved by unanimous vote for George Earl Ricketts, who graduated from the Starling-Ohio Medical College, Department of Dentistry, in June 1912.

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Mr. Dargusch now presented an interim report covering the progress of the work of the special committee of the Board which is investigating un-American activities on the University campus, and moved that the life of the committee be extended until the next meeting of the Board.

This motion was seconded by Mr. Atkinson and was upon roll call unanimously approved.

* * * * *

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board by unanimous action requested the Acting President to advise Dean Herschel W. Arant, of the College of Law, that it is the desire

of the Board that he remain as Dean of the College and continue his teaching therein until the end of the Summer Quarter 1939.

* * * * *

The Acting President reported that in accordance with action taken by the Board at its meeting on April 10, 1939, he had appointed three members of the University Faculty to develop and present to the President, for the consideration of the Board of Trustees, a plan for the creation of a committee which shall represent the faculty in an advisory capacity to the Board of Trustees, through the President of the University.

The Acting President then presented the report of this special committee and stated that in accordance with the procedure laid down in said report, ten names had been submitted to him from which to select five members to represent the faculty on this advisory committee. He now presented the names of Professor Alpheus W. Smith, as Chairman, Professor William E. Henderson, Dr. Charles A. Doan, and Professor Robert E. Mathews. The fifth name will be presented at the next meeting of the Board.

Upon motion of Mr. Atkinson, seconded by Mr. Thompson, the Board by unanimous action approved the plan as presented, and also the personnel of the committee for a period of one year.

* * * * *

The Secretary presented to the Board the official audits of The Ohio State University as made by the Bureau of Inspection and Supervision of Business Offices, just received from the Auditor of State, for the fiscal years 1936-1937 and 1937-1938. Upon motion these audits were ordered received and filed.

Mr. Atkinson thereupon presented the following resolution and moved its adoption:

WHEREAS, the reports of the Bureau of Inspection and Supervision of Public Offices for the years 1936-1937 and 1937-1938, as submitted by the Auditor of State, covering certain cash accounts of The Ohio State University, reveal accuracy of university accounting and integrity of financial management to the complete satisfaction of the Board of Trustees,

BE IT THEREFORE RESOLVED that the Board express its commendation and appreciation for service well performed to Mr. Carl E. Steeb, as Business Manager and through him to the members of his staff and to those other University staff members and employes who are responsible for the collection and receipt of the funds covered by said audits.

This motion was seconded by Mr. Thompson and was unanimously approved by the Board.

* * * * *

Mr. Dargusch, Chairman of the special committee of the Board to study a retirement system for the University staff, stated that the committee is receiving proposals from various insurance companies covering a Plan for Collective Life Insurance, and in studying these proposals, the committee feels that the Plan for Collective Life Insurance as approved by the Board at its April 10th meeting should be amended; he therefore moved that said plan be amended to read as follows:

PLAN FOR COLLECTIVE OR GROUP LIFE INSURANCE

A Plan for Collective or Group Life Insurance is hereby established.

- I. *Participation.* All presumably permanent members of The Ohio State University who have not attained age 70 may participate.

Participation shall begin on the first day of the month next following the beginning of service, or on August 1, 1939, whichever is the later date. In no case, however, shall insurance of an individual begin before the first day of the month next following receipt by..... of completed application for insurance and the corresponding premium.

- II. *Coverage.* Each participant shall be covered for such amount of collective or group insurance as may be determined by the Sub-Committee on Retirement.
- III. *Premium Payment.* The Business Manager shall deduct the required premium per month from salary payment due each participant and forward it to the company.
- IV. *Contracts.* Each collective or group life insurance contract written in accordance with this plan will be the property of the individual participant; the contract is between the participant and the.....
- V. *Amendment.* The Board of Trustees reserves the right to amend or discontinue this plan at any time. No provision of this plan shall affect in any way the right of the University to discontinue the services of any individual at any time.

The above motion was seconded by Dr. Altmaier, and was upon roll call unanimously adopted.

* * * * *

Acting President McPherson now announced to the Board that he was ready to present the recommendations of the University Faculty relating to honorary degrees.

Dr. Altmaier moved that the number of honorary degrees to be issued this year be limited to two. This motion was seconded by Dr. Russell and the roll call thereon resulted as follows:

Ayes: Messrs. Altmaier, Russell and Thompson.

Nays: Messrs. Atkinson, Caton, Dargusch and Miss Campbell.

The Chairman declared the motion lost.

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Dr. Altmaier then moved that the awarding of honorary degrees be dispensed with for three years, beginning with this year.

There being no second to this motion, the Chairman declared the motion lost for want of a second.

* * * * *

Acting President McPherson now presented a list of five names which had been unanimously recommended by the University Faculty for honorary degrees to be awarded on June 12, 1939.

Merritt Finley Miller—for the honorary degree of Doctor of Science.

Upon motion of Mr. Dargusch, seconded by Miss Campbell, this recommendation was approved by unanimous vote.

Dard Hunter—for the honorary degree of Doctor of Letters.

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, this recommendation was approved by unanimous vote.

Charles R. Hook—for the honorary degree of Doctor of Laws.

Miss Campbell moved that this recommendation be approved. This motion was seconded by Mr. Dargusch, and the roll call thereon was as follows:

Ayes: Messrs. Altmaier, Atkinson, Caton, Dargusch, Thompson, and Miss Campbell.

Not voting: Dr. Russell.

The Chairman declared the motion carried.

Charles Proctor Cooper—for the honorary degree of Doctor of Science.

Mr. Atkinson moved that this recommendation be approved. This motion was seconded by Miss Campbell, and the roll call thereon was as follows:

Ayes: Messrs. Atkinson, Caton, Dargusch, Thompson, and Miss Campbell.

Nay: Dr. Altmaier.

Not voting: Dr. Russell.

The Chairman declared the motion carried.

John W. Bricker—for the honorary degree of Doctor of Laws.

Mr. Atkinson moved that this recommendation be approved. This motion was seconded by Miss Campbell, and the roll call thereon was as follows:

Ayes: Messrs. Atkinson, Caton, Dargusch, and Miss Campbell.

Not voting: Messrs. Altmaier, Russell, and Thompson.

The Chairman declared the motion carried.

* * * * *

Upon motion of Miss Campbell, seconded by Dr. Russell, the Board by unanimous vote requested the Acting President to confer with the Dean of Men, the Dean of Women, the Superintendent of Residence Halls and with such other persons as he may desire, for the purpose of developing a plan for the operation of the Residence Halls for Women and for Men, said plan when prepared to be presented to the Board of Trustees for its consideration.

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Upon motion of Mr. Thompson, seconded by Mr. Dargusch, the Secretary was directed to arrange for the proper caps and gowns to be worn by the members of the Board of Trustees during the commencement exercises.

The Board now went into executive session and the following minute was presented for the record of the Board.

Upon motion of Mr. Thompson, seconded by Miss Campbell, the expenses for Dr. Arthur H. Compton covering two trips to Columbus and to Marion, Ohio, to meet with the Board of Trustees for consultation re the presidency of the University, were by unanimous vote, ordered paid from the Interest on Endowment Fund.

Thereupon the Board adjourned to meet on Monday, June 12, 1939, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) HARRY A. CATON,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND FOURTEENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, June 12, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: M. Edith Campbell, Vice-Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Lockwood Thompson, and the Honorable Leo L. Rummell, of Columbus, whose appointment by Governor Bricker on May 31, 1939, to succeed the Honorable Harry A. Caton, was confirmed by the Senate on June 1, 1939.

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The minutes of the last meeting were approved.

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Mr. Atkinson announced that, by courtesy of this Board, it has been the custom in the past to permit a member, whose son or daughter is to receive a degree from the University, to sign the diploma as Chairman of the Board.

Inasmuch as Mr. Rummell's daughter, Louise, will receive the degree of Bachelor of Science in Education at the June commencement, Mr. Atkinson then moved that Mr. Rummell be authorized to sign his daughter's diploma, as the Chairman of the Board.

This motion was seconded by Dr. Altmaier and was upon roll call unanimously approved.

* * * * *

Acting President McPherson now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

<i>Name</i>	<i>Title</i>	<i>Date Effective</i>	<i>Annual Rate</i>
<i>Agricultural Extension</i>			
Margery Welsh	Home Dem. Agent, Wayne County	June 30, 1939	\$ 1,800.00
Clara J. Burns	Student Clerk	Dec. 31, 1938	480.00
<i>College of Agriculture</i>			
<i>Animal Husbandry—Employes</i>			
Paul Boerger	Student Laborer	May 31, 1939	240.00
Lawrence Elliott	Student Laborer	May 31, 1939	240.00
Kenneth Elliott	Student Laborer	May 31, 1939	240.00
Ormer Rasor	Student Laborer	May 31, 1939	240.00
Ray Schwartz	Student Laborer	May 31, 1939	240.00
Hugh Stiver	Student Laborer	May 31, 1939	240.00
Daniel Thomas	Student Laborer	May 31, 1939	240.00
John Trumbull	Student Laborer	May 31, 1939	240.00
Robert Watts	Student Laborer	May 31, 1939	240.00
Thomas Williams	Student Laborer	May 31, 1939	240.00

*College of Arts and Sciences**Bacteriology*

Edwin B. Adams	Graduate Assistant	Su. Qr.	150.00
Edward A. Steinhaus	Graduate Assistant	Su. Qr.	150.00

School of Journalism

Raymond D. Lawrence	Assistant Professor	June 30, 1939	1,602.00
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Speech

J. Garber Drushal	Assistant	Su. Qr.	300.00
Lewis M. Ewing	Graduate Assistant	May 16, 1939	450.00

*College of Commerce and Administration**Economics*

Virgil C. Crissafulli	Graduate Assistant	May 15, 1939	450.00
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Geography

Leland D. Clover	Graduate Assistant	May 31, 1939	450.00
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*College of Education**Bureau of Educational Research (Rotary No. 7661)*

Elizabeth McGinty	Stenographer	May 15, 1939	1,200.00
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Education

C. Warren Moore	Assistant Professor	1st term, Su. Qr.	200.00
James K. Skipper	Part-time Instructor	May 15, 1939	339.00 period

Fine Arts

Ralston Thompson	Instructor	1st term, Su. Qr.	200.00
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University School

Marjorie Hammel	Assistant to Observers (Demonstration School)	1st term, Su. Qr.	50.00
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*College of Engineering**Electrical Engineering*

John Clark	Assistant	May 31, 1939	264.00 period
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*College of Medicine**Physiology*

Jane E. Gabriel	Research Assistant (Miss Gabriel died April 30, 1939)	Apr. 30, 1939	1,500.00
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*Starling-Loving Hospital**Nursing Care*

Hazel Bianchi	General Duty Nurse	May 31, 1939	900.00
Olive Harper	Nurses Aide	June 15, 1939	504.00
Evelyn Haskin	Nurses Aide	June 15, 1939	504.00

Operating Room and Anesthetics

Jean Spellman	Assistant Supervisor	June 30, 1939	1,254.00
Frances Shimp Lloyd	Assistant Supervisor	June 30, 1939	1,254.00

Dietary

Signe Truman	Diet Kitchen Helper	Apr. 30, 1939	588.00
Christine Hamilton	Diet Kitchen Helper	May 31, 1939	588.00

Nursing Care (Rotary)

Mayme E. Becker	Assistant Head Nurse	June 15, 1939	1,020.00
Julia Keeslar	Assistant Head Nurse	June 30, 1939	1,020.00
Gail Hamilton	General Duty Nurse	May 22, 1939	900.00
Beulah Nash	General Duty Nurse	May 31, 1939	900.00
Margaret McSweeney	General Duty Nurse	June 15, 1939	900.00

*President's Division**Military Science*

Lt. Col. E. T. Spencer	Assistant Professor	June 30, 1939	240.00
Major W. N. Thomas	Assistant Professor	June 30, 1939	240.00
Capt. E. V. Williamson	Assistant Professor	June 30, 1939	240.00
Capt. W. H. Bertsch	Assistant Professor	June 30, 1939	240.00
Capt. J. W. Clyburn	Assistant Professor	June 30, 1939	240.00
Capt. J. B. Rasbach	Assistant Professor	June 30, 1939	240.00

*Administrative Division**Stores and Receiving*

Mary E. Wren	Typist	June 11, 1939	900.00
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University Health Service

Virginia E. Hoover	Assistant Nurse	June 30, 1939	900.00
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Athletics

Frank H. Gorton	Assistant Trainer	Mar. 31, 1939	500.00
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(Mr. Gorton died March 20, 1939)

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Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

<i>Name</i>	<i>Title</i>	<i>Effective</i>	<i>Quarters</i>	<i>Annual Rate</i>
<i>Agricultural Extension</i>				
Clara Sesler	Stenographer	June 16, 1939		\$ 960.00
<i>College of Agriculture</i>				
<i>Animal Husbandry—Employes</i>				
Wayne Bauer	Student Laborer	June 1, 1939		360.00
Edwin Hofstetter	Student Laborer	June 1, 1939		360.00
Albert Koteles	Student Laborer	June 1, 1939		360.00
Laymon Schnell	Student Laborer	June 1, 1939		360.00
Stuart Theobald	Student Laborer	June 1, 1939		360.00
<i>College of Arts and Sciences</i>				
<i>Speech</i>				
Dean R. Christian	Graduate Assistant	May 16 to June 30, 1939		75.00 period
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Max North	Graduate Assistant	May 16 to June 30, 1939		75.00 period
<i>College of Education</i>				
<i>Administration</i>				
Wanda L. Martin	Clerk	June 1, 1939 for 2½ months		187.50 period
Ruth Beattie	Clerk	June 15, 1939 for 2½ months		187.50 period
Elinor Marion	Clerk	June 15, 1939 for 2½ months		187.50 period
Jean Failing	Assistant	June 19, 1939	Su. Qr.	150.00 period
<i>Bureau of Educational Research</i>				
Bernice E. Williams	Stenographer	May 16, 1939		1,200.00
(Salary to be paid from Rotary No. 7661)				
<i>Education</i>				
Prudence Bostwick	Part-time Instructor	May 15 to June 30, 1939		169.50 period
<i>College of Engineering</i>				
<i>Electrical Engineering</i>				
C. E. Katzenberger	Assistant	June 1 to Aug. 31, 1939		264.00 period
<i>Industrial Engineering</i>				
Victor D. Filimon	Arc Welding Scholar in Welding Engineering	Oct. 1, 1939	Au.Wi.Sp.	250.00
(Salary to be paid from Arc Welding Scholarship Fund—Rotary No. 7032)				
<i>College of Medicine</i>				
<i>Anatomy</i>				
Margaret C. Oleson	Research Assistant	Sept. 1, 1939 for 10 months		500.00 period
(Salary to be paid from the Comly Fund)				

<i>Medicine</i>				
Carol Anderson	Stenographer	May 1, 1939 for 1 month		90.00 period
<i>Physiology</i>				
Reubenia Dubach	Research Assistant	May 1, 1939 (12 months)		1,500.00
<i>Surgical Research</i>				
Frederick G. Smith	Assistant in Research Surgery	June 1, 1939 (12 months)		No salary
<i>Starling-Loving Hospital</i>				
<i>Nursing Care</i>				
Nana H. Tarleton	General Duty Nurse	June 1 to June 30, 1939	Code (3&4)	75.00 period
<i>Dietary</i>				
Miriam Swinehart	Diet Kitchen Helper	May 2, 1939	(3&4)	588.00
<i>Starling-Loving Hospital—Rotary No. 7727</i>				
<i>Nursing Care</i>				
Verna Sparks	General Duty Nurse	June 8, 1939	(3&4)	900.00
Josephine Shupink	General Duty Nurse	June 1, 1939	(3&4)	900.00
Anne Madaras	General Duty Nurse	June 1, 1939 for 2 months	(3&4)	120.00 period
<i>Graduate School</i>				
Leonard R. Wilson	Mary S. Muellhaupt Scholar	Sept. 1, 1939	(12 mos.)	1,892.00
Edward A. Steinhaus	Mary S. Muellhaupt Scholar	July 1, 1939	(12 mos.)	1,008.00
Herman Von Dach	Mary S. Muellhaupt Scholar	Sept. 1, 1939	(12 mos.)	1,008.00
(Salaries to be paid from the Mary S. Muellhaupt Scholarship Fund)				
Melvin S. Newman	Elizabeth Clay Howald Scholar	Oct. 1, 1939	(12 mos.)	3,000.00
(Salary to be paid from the Elizabeth Clay Howald Scholarship Fund)				
David F. Beard	Ohio Seed Improvement Assn. Graduate Fellow	July 1, 1939	(12 mos.)	1,500.00
(Salary to be paid from the Ohio Seed Improvement Assn. Fund)				
Joe John Groom	Research Fellow	July 1, 1939	(12 mos.)	1,200.00
(Salary to be paid from the Lincoln Electric Company Fund)				
Robert L. Griffith	Procter and Gamble Fellow	June 19, 1939	Su.Au.Wi.	1,000.00
(Salary to be paid from the Procter and Gamble Company Fund)				
Ernest B. Snyder	Research Fellow	July 1, 1939 for 6 months		960.00 period
R. A. Bournique	(Salary to be paid from the Bethlehem Steel Company Fund) duPont de Nemours and Company Fellow	Oct. 1, 1939	Au.Wi.Sp.	750.00
(Salary to be paid from the E. I. duPont de Nemours and Company Fund)				
John E. Barkley	National Aluminate Fellow	Oct. 1, 1939 for 10 months		600.00 period
(Salary to be paid from the National Aluminate Corporation Fund)				
John C. Swartley	American Chemical Paint Company Fellow	July 1, 1939	(12 mos.)	600.00
(Salary to be paid from the American Chemical Paint Company Fund)				
*Carl R. Bloomquist	Battelle Memorial Institute Fellow	Sept. 1, 1939 for 10 months		600.00 period
*Murray C. Udy	Battelle Memorial Institute Fellow	Sept. 1, 1939 for 10 months		600.00 period
*(Salaries to be paid direct by the Battelle Memorial Institute)				
Emil G. Wiest	Eastman Kodak Company Fellow	Oct. 1, 1939	Au.Wi.Sp.	500.00
(Salary to be paid from the Eastman Kodak Company Fund)				
Joseph H. Chilcote	Research Fellow	June 1 to Aug. 31, 1939		450.00 period
(Salary to be paid from the Stark Brick Company Fund)				
LaVerne M. Post	Jansky and Bailey Fellow	Oct. 1, 1939	Au.Wi.Sp.	300.00
(Salary to be paid from the Jansky and Bailey Fund)				
David R. Peryham	Phi Kappa Phi Fellow	Oct. 1, 1939	Au.Wi.Sp.	No salary
(Salary to be paid direct by the Phi Kappa Phi Honor Society)				
<i>Administrative Division</i>				
<i>Business Office</i>				
Velma Pollock	Typist	May 8, 1939		960.00

Entrance Board

Jane Bowers	Clerk	June 1, 1939 for 5 months	375.00 period
Ada Ruth Davis	Clerk	June 16, 1939 for 3 months	225.00 period
E. Eleanor Guilkey	Clerk	June 16, 1939 for 3 months	225.00 period
Thelma Vilbrandt	Clerk	June 16, 1939 for 3 months	225.00 period
Elizabeth Hogue	Clerk	June 16, 1939 for 3 months	210.00 period

Laboratory Supply Store—Rotary No. 7991

Percy Groome	Pharmacist	June 1, 1939	1,500.00
Sadie Yarger	Clerk	June 1, 1939	900.00

Summer Quarter Appointments

<i>Name</i>	<i>Title</i>	<i>Period</i>	<i>Rate for Period</i>
<i>College of Agriculture</i>			
<i>Home Economics</i>			
Mary Jane Madden	Assistant (part time)	Su. Qr.	\$ 150.00
Emily M. Johnstone	Assistant (part time)	Su. Qr.	150.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Homer F. Marsh	Graduate Assistant	Su. Qr.	150.00
<i>German</i>			
Norman H. Binger	Graduate Assistant	Su. Qr.	150.00
<i>School of Journalism</i>			
*Edward N. Doan	Assistant Professor	Su. Qr.	666.00
<i>Speech</i>			
J. Edwin Gordon	Assistant	Su. Qr.	300.00
<i>College of Commerce and Administration</i>			
<i>Accounting</i>			
*James R. McCoy	Instructor	Su. Qr.	600.00
Don Moore	Assistant	Su. Qr.	300.00
<i>College of Dentistry—Rotary</i>			
*Chas. W. Strosnider	Assistant Professor	June 15 to Sept. 30, 1939	600.00
*Lyle S. Pettit	Instructor	June 15 to Sept. 30, 1939	400.00
*Carl O. Boucher	Instructor	June 15 to Sept. 30, 1939	400.00
*H. S. Shumway	Instructor	June 15 to Sept. 30, 1939	400.00
*Harold K. Crow	Instructor	June 15 to Sept. 30, 1939	400.00
*Robert E. Wade	Instructor	June 15 to Sept. 30, 1939	400.00
<i>College of Education</i>			
<i>Education</i>			
A. W. Anderson	Instructor	Su. Qr.	500.00
James K. Skipper	Instructor	Su. Qr.	500.00
Gladys Ridsen	Instructor	1st term, Su. Qr.	200.00
*George Salt	Instructor (part time)	1st term, Su. Qr.	100.00
Laura Johnston	Assistant	Su. Qr.	300.00
W. L. Sprouse	Assistant	Su. Qr.	300.00
K. B. Henderson	Assistant	Su. Qr.	150.00
J. Crawford Bower	Assistant	Su. Qr.	150.00
Robert E. Black	Assistant	Su. Qr.	150.00
Bernard W. Dornbirer	Assistant	Su. Qr.	150.00
O. H. P. Snyder	Assistant	Su. Qr.	150.00
Harold Reynard	Assistant	1st term, Su. Qr.	100.00
Robert Fink	Assistant	1st term, Su. Qr.	100.00
T. H. Everhart	Graduate Assistant	Su. Qr.	150.00
Paul O. Parker	Graduate Assistant	Su. Qr.	100.00
Evelyn McClelland	Graduate Assistant	1st term, Su. Qr.	50.00
<i>Fine Arts</i>			
Charles G. Yeager	Instructor	1st term, Su. Qr.	200.00

<i>Music</i>					
*George Hardesty	Assistant Professor	1st term, Su. Qr.		240.00	
Samuel R. Goldman	Instructor	1st term, Su. Qr.		240.00	
<i>University School—Demonstration School</i>					
Margaret E. Sutton	Instructor	1st term, Su. Qr.		300.00	
Olive Jackson	Instructor	1st term, Su. Qr.		300.00	
Ruth Shane	Assistant	1st term, Su. Qr.		50.00	
John Marquis	Assistant	1st term, Su. Qr.		50.00	
Ellen Laughhead	Assistant to Observers	1st term, Su. Qr.		50.00	
<i>College of Medicine</i>					
<i>Physiology</i>					
Floyd R. Stauffer	Graduate Assistant	Su. Qr.		150.00	
<i>President's Division</i>					
<i>Physical Education for Men</i>					
*Leo G. Staley	Associate Professor	1st term, Su. Qr.		400.00	
*Richard C. Larkins	Associate Professor	1st term, Su. Qr.		400.00	
*Bernard F. Mooney	Assistant Professor	2nd term, Su. Qr.		400.00	
(Above salaries to be paid from Intramural Athletics—General Activities Fee Fund)					
*Delbert Oberteuffer	Professor	Su. Qr.		1,000.00	
<i>Physical Education for Women</i>					
*Violet Boynton	Assistant Professor	1st term, Su. Qr.		350.00	
(Above salary to be paid from Intramural Athletics—General Activities Fee Fund)					
<i>Franz Theodore Stone Laboratory</i>					
*David C. Chandler	Assistant Professor	Su. Qr.		600.00	
(Salary to be paid as follows: \$275 from Conservation Funds; \$325 from A-1)					
M. W. Senstius	Research Professor	Su. Qr.		600.00	
Nelson Marshall	Research Assistant	Su. Qr.		150.00	
(Above salaries to be paid from Conservation Funds)					
* (Special Contracts)					
*	*	*	*	*	*

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Agriculture</i>				
<i>Animal Husbandry—Employes</i>				
Jack Rickly	Student Laborer	June 1, 1939	\$240.00	\$360.00
Kenneth Lloyd	Student Laborer	June 1, 1939	240.00	360.00
*	*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from state funds:

William L. Everitt, Professor of Electrical Engineering, to attend the national convention of the American Institute of Electrical Engineers and the Institute of Radio Engineers in San Francisco, California, June 19-July 8, 1939;

T. S. Sutton, Assistant Professor of Animal Husbandry, to attend the annual meeting of the American Dairy Science Association at Pullman, Washington, June 21-29, 1939.

That, in accordance with the regulations of the Public Employes Retirement System, William E. Conant, Janitor in the Physical Plant, be retired from the University service as of June 30, 1939, under the provisions of the Superannuation Retirement.

That Mildred Kruschenski, General Duty Nurse, Starling-Loving Hospital, be granted a leave of absence, without salary, for the

months of June and July in order to take a course in Physical Therapy in New York City.

That the sum of \$200 be paid from Athletic Association Funds to Captain James W. Clyburn, Assistant Professor of Military Science, for his services as Polo Coach during the years 1937-1938 and 1938-1939.

That a laboratory fee of \$1 per quarter per student be authorized for the Survey of Agriculture and Home Economics 400 courses, effective with the Autumn Quarter 1939. The proceeds of this fee are to be set up as a rotary fund to be used for the partial rental of a test scoring machine, the purchase of tests, printing, the purchase of other supplies and the employment of help in connection with these courses.

That a laboratory fee of \$1 per quarter per student be authorized for the Arts Survey 401 course, effective with the Autumn Quarter 1939. The proceeds of this fee are to be set up as a rotary fund for the purchase of books, for lecturers, and for the employment of help in connection with this course.

That the Board of Trustees authorize the issuance of a "certificate of attendance" carrying the seal of the University, the form and wording of such certificate to be approved by the President and Business Manager of the University. This certificate is to be given to those in registered attendance at the proposed Ohio Institute of Mine Management to be held on the University campus from June 26 to July 21, 1939, under joint charge and direction of Professor H. W. Nisonger of the Bureau of Special and Adult Education and Professor H. E. Nold of the Department of Mine Engineering. This Institute has been organized at the request of eastern Ohio coal operators and mine employes "to give those engaged in mining and others vitally interested in the coal industry a broader understanding of the industry with which they are associated, its practical problems, and its important relationship to other phases of American life and business." It represents another effort of the University to render service to the people of Ohio in the field of adult education upon a voluntary and self-sustaining basis, without cost to the University, and with no college credit to those attending the Institute, and is similar to the Police School, the Fire School, etc.

That there be appropriated from H-8 Contributions \$200 for the use of the Agricultural Student, a periodical published by the students of the College of Agriculture, for the period January 1 to June 30, 1939.

That the C.M.T.C. Scholarship be renewed for the year 1939. This scholarship is to be granted to the outstanding Citizens Military Training Camp cadet graduating in the Summer 1939 from the four year course; this carries with it only the remission of the quarterly incidental fee.

Inasmuch as the Board of Trustees at its meeting held August 18, 1933, voted that the tuition fees of \$20 per quarter be waived on behalf of certain students who are in charge of the Ohio State Bureau of Vocational Rehabilitation, upon the certification of the list of such students by the Director of the State Department of Education, effective at the opening of the Autumn Quarter 1933 for the school year 1933-1934; and inasmuch as the President of the University has continued to waive the tuition of such students from

that date to the present, it is recommended that similar action be taken by the Board for the academic year 1939-1940.

That the Board of Trustees record its profound appreciation and the gratitude of the University for the gift of the priceless library of the late Professor Emeritus Charles S. Plumb and that copies of this resolution be spread upon the minutes of the Board and furnished to the members of the family.

This library, consisting of more than 1600 items including books, periodicals, miscellaneous pamphlets, and of certain newspaper clippings, photographs, lantern slides and correspondence later to be added to the collection by Mrs. Plumb, becomes the permanent property of the University under the last will and testament of Professor Plumb who died on March 4, 1939 after 37 years of distinguished service to the Ohio State University. The Board recognizes the generous interest and cooperation of Mrs. Helen G. Plumb and of Mr. Winthrop Plumb, these being the family of the deceased professor, in the building of this library and the decision of Professor Plumb to make the University the object of his benefaction.

That the proposal of the Luther Foundation at Ohio State University to establish a Lutheran fellowship for a graduate student and to give \$400 to support said fellowship during the school year 1939-1940, be accepted and the appreciation of the Board of Trustees be appropriately expressed.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$10,375 (additional) from Progressive Education Association for study entitled "Commission on the Relation of Schools and Colleges" (Rotary No. 7147);

\$31,500 from General Education Board for the Radio Evaluation Study (Rotary No. 7661);

\$1,580 from the Payne Fund for Research in Education (Rotary No. 7620);

\$200 from William R. Kenan, Jr., to be added to the William R. Kenan Fund (Rotary No. 7360);

\$600 from the American Chemical Paint Company of Ambler, Pennsylvania, for the establishment of a fellowship for research work in the Division of Floriculture.

That the research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation setting up the following projects be reported to the Board of Trustees for information and record:

Lincoln Electric Company, Cleveland, Ohio—Investigation of the toxicity of welding fumes (to be known as Dr. von Haam investigation of the Toxicity of Welding Fumes);

Bethlehem Steel Company, Bethlehem, Pennsylvania—Investigation of Blast Furnace Refractories (to be known as the Bethlehem Steel Company Fellowship).

That the changes in Rule 196 (Official Marks) and in Rule 270 (Fraternalities and Sororities—Regulations), adopted by the University Faculty at a meeting on June 7, 1939, be approved, effective with the Summer Quarter 1939.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the

above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

The Acting President now recommended that the salary of Laurence H. Snyder, Professor in the Department of Zoology and Entomology, be increased from \$4464 per annum to \$6000 per annum, effective July 1, 1939.

Upon motion of Dr. Altmaier, seconded by Mr. Rummell, the above recommendation of the Acting President was unanimously approved.

* * * * *

The Acting President presented the proposed new Rule 259 (Student Campus Activities), pertaining to the duties and responsibilities of Faculty Counselors, and the Regulations for Student Organizations. This rule was adopted by the University Faculty at its meeting on June 7, 1939.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, this rule was referred, for consideration and report, to the special committee of the Board appointed to investigate un-American activities on the University campus.

* * * * *

Upon motion of Mr. Atkinson, seconded by Mr. Thompson, the Chairman was requested to appoint a special committee of the Board to assist the Acting President in making a study of the qualifications of available candidates for the position of Dean of the College of Law. The Chairman appointed to serve on this committee, Messrs. Thompson, Dargusch, and Atkinson.

* * * * *

The Acting President now presented a communication from Dean John F. Cunningham of the College of Agriculture, recommending that the Animal Husbandry Building be named "Plumb Hall" in honor of the late Charles Sumner Plumb who was Professor of Animal Husbandry from 1902 to 1939. The Acting President stated that he concurred heartily with this recommendation.

Upon motion of Mr. Rummell, seconded by Mr. Dargusch, the Board by unanimous action approved the above recommendation.

* * * * *

Mr. Dargusch presented the following motion:

That the Business Manager, in preparing the estimate of available income for the salary budget for the year beginning July 1, 1939 as required in Section 6, Chapter III of the By-Laws of the Board of Trustees, shall make provision therein for the Retirement and Insurance Plans as approved by the Board at its meetings held April 10 and May 8, 1939.

The above motion was seconded by Mr. Atkinson, and was upon roll call unanimously adopted.

* * * * *

Upon motion of Dr. Altmaier, seconded by Mr. Thompson, the Board by unanimous vote elected Miss M. Edith Campbell as Chairman of the Board for the term beginning June 12, 1939 and ending June 30, 1940.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the Board by unanimous vote elected Mr. Herbert S. Atkinson as Vice-

Chairman of the Board for the term beginning June 12, 1939 and ending June 30, 1940.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, Mr. Carl E. Steeb was by unanimous vote elected Secretary of the Board for the fiscal year ending June 30, 1940.

Upon motion of Mr. Rummell, seconded by Mr. Dargusch, Mr. Charles F. Kettering was by unanimous vote elected Treasurer of the Board for the fiscal year ending June 30, 1940.

The Secretary now presented the following reports of the University Architect and Maintenance Engineer, and actions of the Cabinet relative to bids received on May 24, 1939 for Piping and Service in Tunnel for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and for Piping and Service in Tunnel for the Women's Dormitories (PWA Docket No. Ohio 2095-F), and contracts awarded thereon:

CABINET MINUTES

Columbus, Ohio
May 24, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. McCracken, Elleman, Smith, Steeb, and Mr. Hugh J. Ryan, Field Clerk, Office of the Resident Engineer Inspector, Federal Emergency Administration of Public Works.

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on May 8, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for (1) Piping and Service in Tunnel for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and (2) Piping and Service in Tunnel for the Women's Dormitories (PWA Docket No. Ohio 2095-F), as per advertisement. The following bids were received, read and tabulated:

Piping and Service in Tunnel for Men's Dormitory

Division 1 — General Piping and Service Contract (Items I to XII)

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Huffman-Wolfe Company	\$31,440.00	\$32,000.00
Pittsburgh Piping and Equipment Company...	22,800.00	22,800.00
Blaw-Knox Construction Company	30,561.00	35,000.00
National Valve and Manufacturing Company..	31,000.00	40,000.00
Kaighin and Hughes	33,900.00	33,900.00
Midwest Piping and Supply Company.....	29,734.00	35,000.00

Division 2 — Electrical Contract (Item XIII)

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Electric Power Equipment Company.....	\$ 5,712.00	\$ 5,800.00
Ginn Electric Company	4,750.00	4,750.00
Gustav Hirsch Organization	5,738.00	6,500.00

Piping and Service in Tunnel for Women's Dormitories

Division 1 — General Piping and Service Contract (Items I to XII)

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Midwest Piping and Supply Company.....	\$60,946.00	\$70,000.00
Pittsburgh Piping and Equipment Company...	66,900.00	66,900.00
Huffman-Wolfe Company	58,380.00	60,000.00
Blaw-Knox Construction Company	62,255.00	65,000.00
National Valve and Manufacturing Company..	60,500.00	75,000.00
Kaighin and Hughes	61,999.00	61,999.00

Upon motion, the above bids were turned over to the University Architect and Maintenance Engineer for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio
May 26, 1939.

The Cabinet met in the office of the Secretary at 9 A. M.
Present: Messrs. Smith, McCracken, Elleman and Steeb.

* * * * *

The Cabinet met to receive the reports of the University Architect and Maintenance Engineer on the bids received May 24, 1939 for the (1) Piping and Service in Tunnel for the Men's Dormitory, and (2) Piping and Service in Tunnel for the Women's Dormitories.

May 26, 1939.

University Cabinet Re: Piping and Service in Tunnel,
Administration Building Men's Dormitory

Gentlemen:

Acting under instructions from the University Cabinet, we have carefully examined the proposals received by the Cabinet May 24, 1939, pursuant to advertisement for proposals for Piping and Tunnel Services for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and submit the following report:

1. (a) The bid of the Pittsburgh Piping and Equipment Company for Division 1, General Piping and Service Contract, is so low that it will require further examination.

(b) The low bid of Division 2, Electrical Contract, of the Ginn Electric Company is regular in every respect and below the estimate of \$6,841 filed with the Auditor of State.

2. We recommend that under the authority granted by the Board of Trustees of the Ohio State University at its meeting May 8, 1939, the University Cabinet recommend to the State Director of Public Works the award of the contract on Division 2, Electrical Contract, to the Ginn Electric Company of Cincinnati, at its low bid of\$4,750.

Very truly yours,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

(Signed) HOWARD DWIGHT SMITH,
University Architect.

May 26, 1939.

University Cabinet Re: Piping and Service in Tunnel,
Administration Building Women's Dormitories

Gentlemen:

Acting under instructions from the University Cabinet, we have carefully examined the proposals received by the Cabinet May 24, 1939, pursuant to advertisement for proposals for Piping and Service in Tunnel, Women's Dormitories (PWA Docket No. Ohio 2095-F), and submit the following report:

- (1) The low bid of the Huffman-Wolfe Company of Columbus, in the sum of \$58,380 is regular in every respect and is below the estimate of \$59,900 filed with the Auditor of State.
- (2) We therefore recommend that under the authority granted by the Board of Trustees of the Ohio State University at its meeting held May 8, 1939, the University Cabinet recommend to the State Director of Public Works the award of the contract for Piping and Service in Tunnel to the Huffman-Wolfe Company at their low bid of \$58,380.

Very truly yours,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect and Maintenance Engineer were approved, and the Architect and Engineer were directed to advise the Director of Public Works of these recommendations.

CABINET MINUTES

Columbus, Ohio
June 1, 1939.

The Cabinet met in the office of the Secretary at 9:00 A. M.

Present: Messrs. McPherson, McCracken, Smith, Elleman and Steeb.

* * * * *

The following report and recommendation concerning the bid received from the Pittsburgh Piping and Equipment Company for the Piping and Service in Tunnel for Men's Dormitory, on May 24, 1939, was presented by Mr. Elleman and Mr. Smith:

May 31, 1939.

University Cabinet
Administration Building

Gentlemen:

We have carefully reviewed the documents dated May 26, 1939, from the Pittsburgh Piping and Equipment Company, presented to establish the fact of an error in the computation of their proposal of May 24, 1939, which is apparently the

low bid for the Division 1, Piping and Tunnel Services, Men's Dormitory (PWA Docket No. Ohio 1990-F), and make the following report:

- (1) The photostatic copies of the work sheets substantiate the sworn statement of the bidder that certain items required by the drawings and specifications for this docket are not included, but were included in their concurrent proposal for Division 1, Piping and Tunnel Services for Women's Dormitories (PWA Docket No. 2095-F).
- (2) Comparison with the Engineer's original estimate of costs indicates that the items in question represent a cost of approximately \$6500.
- (3) The Piping and Tunnel Services for this project and for the Women's Dormitories (PWA Docket No. Ohio 2095-F) are complementary. Analysis of the bids received concurrently on the two projects substantiates the statement made by the bidder, as indicated by the following comparison of figures taken from the tabulations of May 24, 1939:

	<i>Men's Dormitory Ohio 1990-F (this project)</i>	<i>Women's Dor- mitories, Ohio 2095-F (concurrent project)</i>	<i>Totals</i>
(Engineer's Estimate)	\$29,951	\$59,900	\$89,851
This bidder No. 1.....	22,800	66,900	89,700
Variation from Estimate.....	-7,151	+7,000	-151
Other bidder No. 2.....	29,734	60,946	90,680
Variation	-217	+1,046	+829
Other bidder No. 3.....	30,561	62,255	92,816
Variation	+610	+2,355	+2,965
Other bidder No. 4.....	31,000	60,500	91,500
Variation	+1,049	+600	+1,649
Other bidder No. 5.....	31,440	58,380	89,820
Variation	+1,489	-1,520	-31
Other bidder No. 6.....	33,900	61,999	95,899
Variation	+3,949	+2,099	+6,048
Average of No. 2 to No. 6.....	31,327	60,816	92,143
Variation	+1,376	+916	+2,292

It is noted that the Pittsburgh Piping and Equipment bid for this project is \$7,151 below the Engineer's estimate, the bid for the Women's Dormitories is \$7,000 over the Engineer's estimate, but the total of the two is \$151 below the Engineer's total.

- (4) After a careful examination of the original form of proposal, the bidder's work sheets and sworn statement, Engineer's estimates and the analysis of the tabulation of bids, we are convinced that the Pittsburgh Piping and Equipment Company has made an error in its computations and we, therefore, recommend that it be permitted to withdraw its low bid of \$22,800, dated May 24, 1939, for Division 1, Piping and Tunnel Services, Men's Dormitory (PWA Docket No. Ohio 1990-F).

Very truly yours,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendation of the Maintenance Engineer and University Architect was approved, and the Secretary of the Board of Trustees was requested to confer with the Attorney General to see if this bid, under the Ohio Building Code, may be withdrawn.

CABINET MINUTES

Columbus, Ohio

June 5, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.

Present: Messrs. McCracken, Smith, Elleman and Steeb.

* * * * *

Mr. Steeb now reported that in accordance with instructions from the University Cabinet, he had requested the advice of the Attorney General as to whether the bid of the Pittsburgh Piping and Equipment Company, submitted on May 24, 1939, for the General Piping and Service Contract for Tunnel, Men's Dormitory (PWA Docket No. Ohio 1990-F), could be withdrawn, and that he had received from the Attorney General the following reply:

June 2, 1939.

Honorable Carl E. Steeb,
Secretary, The Ohio State University,
Columbus, Ohio.

Dear Sir:

Acknowledgement is made of your communication under date of June 1st, 1939, wherein you inquire the procedure to be followed in awarding the contract for Piping and Service in Tunnel for Men's Dormitory, Ohio State University. The following statement of facts is quoted from your letter:

"On May 24th, the University opened bids received in accordance with public advertisement for Piping and Service in Tunnel for Men's Dormitory (a PWA Project bearing the Docket No. Ohio 1990-F), and at the same time bids were received for Piping and Service in Tunnel for the Women's Dormitories (PWA Docket No. Ohio 2095-F).

"The bid submitted by the Pittsburgh Piping and Equipment Company for the Men's Dormitory was the low bid received, and when the bid for the Women's Dormitories was opened it was apparent that some error had been made in computation.

"These bids were then referred to the University Architect, and Maintenance Engineer, for examination and report. The representative of the Pittsburgh Piping and Equipment Company met with the Architect and Engineer, and explained the error which had been made in the proposals as submitted. This was later confirmed by certain documents submitted under date of May 26, 1939, in which the Pittsburgh Piping and Equipment Company asks

permission to withdraw its bid for the Men's Dormitory."

In reply, please be advised that this office rendered an opinion on an analogous situation by the then Attorney General, Edward C. Turner, on June 28, 1927, as contained in Opinions of the Attorney General, Volume II, page 1138, Opinion 670, which opinion is approved and followed, and the syllabus of which reads as follows:

"1. Where a bona fide bidder for a contract for the construction of a building for the use of the state or an institution supported in whole or in part by the state in good faith submits a bid which is based on a mistake in calculation which would involve him in serious financial loss were he compelled to perform the work for the amount of the bid he cannot be compelled to execute the proposed contract.

"2. The proper course to be pursued in such case is to reject the bid and accept another bid as provided in Section 2320 of the General Code."

This conclusion makes a specific answer to your question unnecessary.

Very truly yours,
(Signed) THOMAS J. HERBERT,
Attorney General.

In view of the above opinion, the following report and recommendation was presented by Mr. Elleman and Mr. Smith:

June 3, 1939.

University Cabinet
Administration Building
Gentlemen:

We have carefully examined the proposals received by the Cabinet on May 24 for Division 1, Piping and Tunnel Services, Men's Dormitory (PWA Docket No. Ohio 1990-F), and submit the following report:

- (1) The low bid of the Pittsburgh Piping and Equipment Company has been withdrawn, based upon—
 - (a) Sworn statement of the bidder, dated May 26 establishing error in computation;
 - (b) Our report and recommendation dated May 31;
 - (c) The approving opinion of the Attorney General dated June 2, 1939.
- (2) Of the five remaining proposals, that of the Midwest Piping and Supply Company of St. Louis is lowest; it is regular in every respect, and it is below the Engineer's estimate of \$29,951, filed with the Auditor of State.
- (3) We therefore recommend, under the authority given by the Board of Trustees of Ohio State University at its meeting of May 8, that the University Cabinet recommend to the Director of Public Works the award of the contract for Division 1, General Piping and Service in

Tunnel, Men's Dormitory, to the Midwest Piping and Supply Company at its bid of \$29,734.

Yours very truly,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect and Maintenance Engineer were approved, and the Architect and Engineer were directed to advise the Director of Public Works of these recommendations.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the above recommendations of the University Architect and Maintenance Engineer, and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

The Secretary presented the following report of the University Architect and actions of the Cabinet relative to bids received on May 22, 1939, and contracts awarded for the Addition to Journalism Building (Miscellaneous Finish) (PWA Docket No. Ohio 1986-F):

CABINET MINUTES

Columbus, Ohio
May 22, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. Smith, Elleman, McCracken, and Mr. Hugh J. Ryan, Field Clerk, Office of the Resident Engineer Inspector, Federal Emergency Administration of Public Works.

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on May 8, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Addition to Journalism Building (Miscellaneous Finish) as per advertisement. The following bids were received, read and tabulated:

<i>Division 1 — General Contract (Items I to VIII)</i>		
<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Robert H. Evans and Company.....	\$11,318.00	\$12,000.00
<i>Division 2 — Heating and Ventilating Contract (Item IX)</i>		
<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Huffman-Wolfe Company	\$ 3,970.00	\$ 4,000.00
<i>Division 3 — Electrical Contract (Item X)</i>		
<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Superior Electric Engineering Company.....	\$ 490.00	\$ 500.00
Electric Power Equipment Company.....	450.00	450.00

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

6-12-'39

CABINET MINUTES

Columbus, Ohio
May 23, 1939.

The Cabinet met in the office of the Secretary at 10 A. M.

Present: Messrs. McPherson, Smith, McCracken, Elleman and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received May 22, 1939, for the Addition to Journalism Building (Miscellaneous Finish)—PWA Docket No. Ohio 1986-F.

May 22, 1939.

University Cabinet
Administration Building

Re: Addition to Journalism Building
(Miscellaneous Finish)

Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet, May 22, 1939, pursuant to advertisement for Miscellaneous Finish in the Addition to Journalism Building (PWA Docket No. Ohio 1986-F), and submit the following report:

- (1) The low bids for Division 1—General Contract, Division 2—Heating and Ventilating Contract, and Division 3—Electrical Work, are regular in every respect and are below the estimates of \$11,350, \$4,300 and \$1,500, respectively, which were filed with the Auditor of State.
- (2) I recommend that under the authority granted by the Board of Trustees of The Ohio State University at its meeting held May 8, 1939, the University Cabinet recommend to the State Director of Public Works the award of the contracts as follows:

Division 1. General Contract and General Conditions to Robert H. Evans and Company.....	\$11,318
Division 2. Heating and Ventilating Contract and General Conditions to Huffman-Wolfe Company....	3,970
Division 3. Electrical Contract and General Conditions to Electric Power Equipment Company.....	450

Yours very truly,
(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of these recommendations.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the above recommendations of the University Architect and actions of

the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to readvertised bids received on May 22, 1939, and contracts awarded for the Electrical Work, Elevators and Dumbwaiters, Faculty Assembly Unit (PWA Docket No. Ohio 2158-F):

CABINET MINUTES

Columbus, Ohio
May 22, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. Smith, Elleman, McCracken, and Mr. Hugh J. Ryan, Field Clerk, Office of the Resident Engineer Inspector, Federal Emergency Administration of Public Works.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on May 8, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Faculty Assembly Unit (Electrical Work, Elevators and Dumbwaiters), as per advertisement. The following bids were received, read and tabulated:

<i>Division 4 — Electrical Contract (Item XVII)</i>		
<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Superior Electric Engineering Company.....	\$ 5,790.00	\$ 6,000.00
Electric Power Equipment Company.....	6,329.00	6,400.00
L. N. Burroughs.....	5,846.00	6,000.00
<i>Division 5 — Elevators and Dumbwaiters</i>		
Capital Elevator Manufacturing Company.....	\$12,750.00	\$12,750.00
Warner Elevator Manufacturing Company.....	10,925.00	10,925.00
Otis Elevator Company.....	11,985.00	12,500.00

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

Columbus, Ohio
May 23, 1939.

The Cabinet met in the office of the Secretary at 10:00 A. M.

Present: Messrs. McPherson, Smith, McCracken, Elleman and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received on May 22, 1939 for the Faculty Assembly Unit (Electrical Work, Elevators and Dumbwaiters)—PWA Docket No. Ohio 2158-F.

May 22, 1939.

University Cabinet
Administration Building
Gentlemen:

Re: Faculty Assembly Unit

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet, May 22, 1939, pursuant to advertisement for proposals for Elevators and Electrical Work for the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), and submit the following report:

- (1) The low bids for both items are regular in every respect and are below the estimates of \$13,100 and \$5,935 respectively, which were filed with the Auditor of State.
- (2) I recommend that under the authority granted by the Board of Trustees of the Ohio State University, at its meeting held May 8, 1939, the University Cabinet recommend to the State Director of Public Works the award of contracts as follows:

Division 5. Elevators and General Conditions to the Warner Elevator Manufacturing Company at its low bid of.....	\$10,925
Division 4. Electrical Contract and General Conditions to The Superior Electric Engineering Company at its low bid of.....	5,790

Yours very truly,
(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of these recommendations.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the Board by unanimous vote approved a recommendation of the University Cabinet covering change orders in the contracts for the Women's Dormitories (PWA Docket No. Ohio, 2095-F), making provision for a rearrangement of the east portion, first floor of the North Addition, Unit B. Proposals for this work have been received from E. Elford and Son in the amount of \$508.68 for general construction additions and revisions; and from the Huffman-Wolfe Company in the amount of \$468 for plumbing additions involved.

* * * * *

Mr. Dargusch now presented the following motion:

That the University Cabinet be authorized and directed, for and on behalf of the Board of Trustees, to recommend to the State Director of Public Works and to the Federal

Emergency Administration of Public Works the approval of such minor changes in contracts for the Men's Dormitory, the Women's Dormitories, the Addition to Journalism Building, and the Faculty Assembly Unit, as may arise from time to time, provided that no such change shall exceed in cost, \$1,000;

That the Secretary shall report to the Board at its next regular meeting each change which may be so authorized;

That changes involving more than \$1,000 shall be presented to the Board of Trustees for its consideration and approval.

The above motion was seconded by Dr. Altmaier and was upon roll call unanimously approved.

* * * * *

Satisfactory evidence having been presented that the original diploma had been damaged, it was moved by Mr. Dargusch, seconded by Dr. Altmaier, and ordered by unanimous vote that a duplicate diploma be granted to Wilbur Lloyd Gephart who received the degree of Bachelor of Science in Business Administration on August 28, 1931.

* * * * *

The Acting President announced that he would have the salary budget for the fiscal year 1939-1940 ready for the consideration of the Board at its regular meeting to be held Monday, July 10th. The Board thereupon accepted the invitation of Mr. Atkinson to hold the July 10th meeting at his home "Grifana Farm."

* * * * *

Thereupon the Board adjourned to meet in a special session to be held at the Columbus Club at 4:00 P. M., Sunday, June 25, 1939.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

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RECORD OF PROCEEDINGS
OF THE

BOARD OF TRUSTEES

OF THE

OHIO STATE UNIVERSITY

COLUMBUS

July 1, 1939, to June 30, 1940

THE OHIO STATE UNIVERSITY

WILLIAM MCPHERSON, *Acting President*
(July 1, 1939 to January 31, 1940)

HOWARD L. BEVIS, *President*
(effective February 1, 1940)

BOARD OF TRUSTEES

	Date of Original Appointment	Term Expires
M. EDITH CAMPBELL, Cincinnati.....	June 9, 1933	June 30, 1940
HERBERT S. ATKINSON, Columbus.....	Mar. 17, 1925	May 13, 1941
LOCKWOOD THOMPSON, Cleveland.....	Jan. 27, 1938	May 13, 1942
BURRELL RUSSELL, New Philadelphia.....	Dec. 10, 1936	May 13, 1943
CLINTON J. ALTMAIER, Marion.....	July 13, 1937	May 13, 1944
CARLTON S. DARGUSCH, Columbus.....	May 14, 1938	May 13, 1945
LEO L. RUMMELL, Columbus.....	June 1, 1939	May 13, 1946

OFFICERS

M. EDITH CAMPBELL, *Chairman*
HERBERT S. ATKINSON, *Vice-Chairman*
C. F. KETTERING, *Treasurer*
CARL E. STEEB, *Secretary*

Proceedings of the Board of Trustees The Ohio State University

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND FIFTEENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, July 10, 1939.

The Board of Trustees met at Grifana Farm, Blacklick, Ohio, at 10:00 A. M.

Present: M. Edith Campbell, Chairman, Dr. Clinton J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell, and Lockwood Thompson.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Mr. Dargusch presented the following resolution and moved its adoption:

WHEREAS this Board, by resolution adopted October 22, 1938, has authorized the issuance of bonds in the sum of \$520,000 for the purpose of constructing, equipping, and furnishing, on such sites within the campus of the University as the Board may designate therefor, men's dormitories to house approximately 480 students, and

WHEREAS this Board has sold said bonds to the Retirement Board of the State Teachers Retirement System, said bonds to be delivered in installments as the money is needed during the period of construction of said dormitories, and

WHEREAS this Board has determined that \$200,000 is now needed for said purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University that the Chairman and Secretary of the Board be and they are hereby authorized to execute bonds numbered from 1 to 200, both inclusive, and to deliver the same to the Retirement Board of the State Teachers Retirement System upon payment of the purchase price therefor.

This motion was seconded by Mr. Rummell, and the resolution was upon roll call unanimously adopted.

* * * * *

Mr. Dargusch presented the following resolution and moved its adoption:

WHEREAS this Board, by resolution adopted October 22, 1938, has authorized the issuance of bonds in the sum of

\$310,000 for the purpose of constructing, equipping, and furnishing, on such sites within the campus of the University as the Board may designate therefor, women's dormitories to house approximately 240 students, and

WHEREAS this Board has sold said bonds to the Retirement Board of the State Teachers Retirement System, said bonds to be delivered in installments as the money is needed during the period of construction of said dormitories, and

WHEREAS this Board has determined that \$200,000 is now needed for said purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University that the Chairman and Secretary of the Board be and they are hereby authorized to execute bonds numbered from 1 to 200, both inclusive, and to deliver the same to the Retirement Board of the State Teachers Retirement System upon payment of the purchase price therefor.

This motion was seconded by Dr. Russell, and the resolution was upon roll call unanimously adopted.

* * * * *

The Secretary presented the following change orders on the Addition to Journalism Building (PWA Docket No. Ohio 1986-F), as prepared by the University Architect and approved by the University Cabinet:

Paving entrance drive—R. H. Evans and Company (General) for their bid of	\$2,959.00
Completion of linoleum floors, plaster walls, and acoustic ceilings on 2nd floor—R. H. Evans and Company (General) for their bid of	\$2,537.00

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, the Board by unanimous vote approved said change orders.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its last meeting, the Cabinet has authorized the following change orders on the Addition to Journalism Building (PWA Docket No. Ohio 1986-F):

Miscellaneous items of finish and items of revision at points where the new portions of this project adjoin old portions of the project—R. H. Evans and Company (General Contract No. 1) net amount	\$ 746.00
Provision of proper electric service for contracts 5, 6, and 7 and completion of lighting fixture schedule—The Electric Power Equipment Company (Electrical Contract No. 4) net amount	\$ 36.50

* * * * *

The Secretary reported to the Board that bids covering the Miscellaneous Construction, Finish, Furnishings, and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), will be received on July 24, 1939, at 2 o'clock.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's

7-10-'39

estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary reported to the Board that bids covering the Miscellaneous Construction, Finish, Furnishings, and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), will be received on July 24, 1939, at 2 o'clock.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

Satisfactory evidence having been presented that the name of Abraham Morton Kaplan has been changed by Probate Court order, it was moved by Dr. Russell, seconded by Mr. Thompson, and ordered by unanimous vote that a new diploma (Master of Science) be issued in the name of A. Morton Karlan to replace the one which was granted to him on September 1, 1933.

* * * * *

Upon motion of Mr. Thompson, seconded by Mr. Atkinson, Dr. Russell and Mr. Dargusch were appointed a special committee to draft a rule for the consideration of the Board, relative to the issuing of a second diploma to a person, because of change in name, after the original diploma has been earned and presented.

* * * * *

In accordance with Section I of the Plan for Retirement Income as adopted by the Board of Trustees at its meeting held April 10, 1939, Mr. Dargusch, Chairman of the special committee presented the following list of names of members of the Administrative Executive Staff and members of the Department of Athletics, which the committee recommends to the Board for designation as participants in the Plan for Retirement Income:

Administrative Executive Staff

<i>Name</i>	<i>Title</i>
Bland L. Stradley	Dean, College of Arts and Sciences
Howard L. Hamilton	Secretary, College of Arts and Sciences
Claire Harmeyer	Assistant to Dean
Lenora Glasgow	Secretary to Dean
Elizabeth Simmerman	Director of Business Administration (Hospital)
Alice A. Moran	Secretary, Graduate School
Robert C. Higgy	Director, Broadcasting Station
Earl N. Manchester	Librarian
Anna M. Green	Accession Librarian
Maud D. Jeffrey	Reference Librarian
Alice D. McKee	Assistant Reference Librarian
William R. Janeway	Assistant Reference Librarian
Bertha M. Schneider	Catalog Librarian
Ilse Wilhelm	Supervisor, Departmental Libraries

Katherine A. Vogel	Executive Clerk
John E. Pryor	Statistician
Carl E. Steeb	Secretary of Board of Trustees and Business Manager
R. M. Royer	Purchasing Agent
George H. Siebert	Assistant Purchasing Agent
Charles A. Kuntz	Comptroller
C. F. Miller	Assistant Comptroller
Dwight D. Guerin	Auditor
George F. Fischer	University Accountant
Katharine C. Taylor	Chief Clerk
Mary E. Duffy	Stenographer
Mary Kraus	Personnel Clerk
Floris D. Hane	Cashier
Mildred Scott	Clerk
Edith D. Cockins	Registrar
Helen Clarke	Assistant Registrar
Ethyl Woodbury	Chief Schedule Clerk
Ruth E. Agler	Assistant to Registrar
Bonnie Woodbury	Chief Transcript Clerk
Josephine Richardson	Assistant to Registrar
Howard C. Ginn	Assistant University Examiner
Mary E. Morris	Assistant University Examiner
Adeline Underwood	Clerk
Esther Allen Gaw	Dean of Women
Frederick Stecker	Assistant Dean of Men
Lowell A. Wrigley	Director, Men's Housing
Harold K. Schellenger	Director, News Bureau
F. E. Jones	Director, Stores and Receiving
C. W. McClintock	Assistant Director, Stores and Receiving
Paul H. Elleman	Maintenance Engineer
Henry B. Sherman	Assistant Maintenance Engineer
H. F. Reichard	Chief Draftsman
William S. Guthrie	Director, Student Employment
Emerson B. Laird	Assistant Manager, Bookstore
Emma E. Prout	Superintendent, Residence Halls
Carolyn Pollock	Assistant Superintendent, Residence Halls
Agnes Skinner Smith	Manager, Pomerene Refectory
John B. Fullen	Alumni Secretary
D. E. Proctor	Assistant Executive Secretary, Development Fund
Edward S. Drake	Manager, Ohio Union
F. O. Tresemer	Bookkeeper, Ohio Union

Department of Athletics

E. R. Godfrey	Associate Professor
Frederick C. Mackey	Assistant Professor
H. G. Olsen	Professor
L. N. Snyder	Professor
Tucker P. Smith	Trainer (Instructor)
Sidney Gillman	Instructor
Robert H. Kepler	Instructor
John E. Blicke	Instructor
Oscar L. Thomas	Assistant to Director
James L. Renick	Director, News Service
Henry D. Taylor	Director, Ticket Sales
John S. McCoy	Superintendent, Golf Course
Charles S. Chubb	Manager, Club House
Caroline F. Dudley	Secretary
Mildred H. Finch	Bookkeeper (Office Manager)

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Board by unanimous vote approved the above recommendation of the special committee and directed that the names as listed above be included as participants in the Plan for Retirement Income.

* * * * *

Acting President McPherson now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
R. D. Lewis	Professor, Agronomy, ($\frac{1}{2}$ time)	June 30, 1939	\$ 3,000.00
Ross M. Work	Co. Agr. Agent, Logan County	June 30, 1939	2,500.00
William A. Lowther	Co. Club Agent, Tuscarawas County	June 30, 1939	2,300.00
Ralph Baker	Assistant in Rural Economics	June 30, 1939	1,200.00
S. R. Aldrich	Assistant in Agronomy	June 30, 1939	600.00
Delcie Gray	Stenographer	June 30, 1939	1,020.00
<i>College of Agriculture</i>			
<i>Animal Husbandry</i>			
Stuart Theobald	Student Laborer	June 30, 1939	860.00
<i>Dairy Technology</i>			
Russell Fifer	Assistant	July 31, 1939	1,656.00
Howard G. Dissly	Dairy Superintendent	June 30, 1939	1,500.00
<i>Home Economics</i>			
Marian J. Johnston	Instructor	June 30, 1939	1,808.00
<i>College of Arts and Sciences</i>			
<i>Physics and Astronomy</i>			
Martha Hynek	Clerk, Perkins Observatory	June 30, 1939	1,000.00
<i>College of Commerce and Administration</i>			
<i>Geography</i>			
John H. Garland	Instructor	June 30, 1939	2,214.00
<i>College of Medicine</i>			
<i>Starling-Loving Hospital—Nursing Care</i>			
Louise Katherine Flood	Nurses Aide	June 30, 1939	504.00
*Rosemary Brandts	General Duty Nurse *(Rotary)	June 30, 1939	900.00
<i>St. Francis Hospital</i>			
Walter M. Ozawa	Intern	Mar. 31, 1939	125.00
<i>Graduate School</i>			
David F. Beard	Ohio Seed Improvement Association Graduate Fellow	June 30, 1939	1,500.00
<i>Physical Plant Division</i>			
<i>Plumbers and Steamfitters</i>			
Benjamin M. Bowman	Plumber	June 30, 1939	2,100.00
<i>Janitor Service</i>			
Henry F. Conley	Janitor	June 30, 1939	1,200.00
*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>College of Agriculture</i>				
<i>Animal Husbandry—Employes</i>				
George Zeis	Student Laborer	June 1, 1939 for 1 month	\$	30.00 period
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Sam Wesley Davis, Jr.	Instructor	Oct. 1, 1939	Au.Wi.Sp.	2,052.00
Sam Arnold	Graduate Assistant	June 19, 1939	Su.	150.00 period
<i>College of Education</i>				
<i>Administration</i>				
Verna Spicer	Stenographer	June 20, 1939		960.00
<i>Bureau of Educational Research</i>				
Ruth Chambers	Library Assistant	June 19, 1939	Su.	150.00 period
Virginia Rhodes	Library Assistant	June 19, 1939	Su.	150.00 period
Juanita Folden	Library Assistant	June 19, 1939	Su.	150.00 period
Audrey Laney	Library Assistant	June 19, 1939	Su.	66.00 period
Cora Day	Library Assistant	June 19, 1939	Su.	53.00 period
(Above salaries to be paid from General Activities Fee Funds)				
<i>Education</i>				
Ewart Grove	Graduate Assistant	June 19, 1939	1st term, Su.	50.00 period
Carl S. Johnson	Graduate Assistant	June 19, 1939	1st term, Su.	50.00 period
<i>University School</i>				
Florence E. Moore	Assistant	June 19, 1939	1st term, Su.	200.00 period
Ellen Southard	Assistant	June 19, 1939	Su.	100.00 period
Elizabeth C. Hogue	Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Ellen R. Shoemaker	Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
(Above salaries to be paid from Laboratory Supply Store Pro Rata Funds)				
<i>College of Law</i>				
Olive Busick	Assistant to Dean	July 24, 1939	(12 months)	1,500.00
<i>College of Medicine</i>				
<i>Pathology</i>				
Russell Milliser	Research Fellow	July 1, 1939	(12 months)	1,200.00
Leona Rubinstein	Assistant (part time)	July 1 to Dec. 31, 1939		450.00 period
(Above salaries to be paid from the Comly Fund)				
<i>Physiological Chemistry</i>				
John V. Van Meter	Research Assistant	Sept. 1, 1939 for 10 months		500.00 period
Samuel D. Koonce	Research Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
(Above salaries to be paid from the Comly Fund)				
<i>Physiology</i>				
Herbert J. Spoor	Research Assistant	July 1, 1939	(12 months)	1,500.00
(Salary to be paid from the Comly Fund)				
<i>School of Nursing</i>				
Linden F. Edwards	Instructor in Anatomy for Nurses	Apr. 1, 1939	Sp.	100.00 period

<i>Surgery and Gynecology</i>						
George Y. Shinowara	Research Chemist (Salary to be paid from the Comly Fund)	July 1, 1939 (12 months)				500.00
<i>Surgical Research</i>						
Karl P. Klassen	Comly Fellow in Research Surgery	July 1 to Dec. 31, 1939				600.00 period
Robert A. Davison	Comly Fellow in Research Surgery	July 1 to Sept. 30, 1939				225.00 period
Jerome H. Meyer	Comly Fellow in Research Surgery	July 1 to Sept. 30, 1939				225.00 period
F. Miles Flickinger	Comly Fellow in Research Surgery	July 1 to Sept. 30, 1939				75.00 period
Jack R. Henry	Comly Fellow in Research Surgery	June 13 to Sept. 13, 1939				75.00 period
(Above salaries to be paid from the Comly Fund)						
<i>Starling-Loving Hospital</i>						
<i>Dispensary</i>						
Frances Craggs	General Duty Nurse	July 1, 1939		Code (3&4)		900.00
<i>Starling-Loving Hospital—Rotary No. 7727</i>						
<i>Nursing Care</i>						
Cecelia Buterbaugh	General Duty Nurse	July 1, 1939		(3&4)		900.00
<i>St. Francis Hospital</i>						
Herbert C. Mathews	Intern	Apr. 1 to June 30, 1939				31.25 period
<i>Graduate School</i>						
W. L. Stafford	Research Fellow (Salary to be paid from the Johns-Manville Corporation Fund)	July 1, 1939 (12 months)				2,400.00
Chester J. Cavallito	Research Fellow (Salary to be paid from the Consolidated Royal Chemical Corporation Fund)	Sept. 1, 1939 for 9 months				1,000.00 period
Samuel Roy Aldrich	Ohio Seed Improvement Association Fellow (part time) (Salary to be paid from the Ohio Seed Improvement Association Fund)	July 1, 1939 (12 months)				900.00
Howard J. Orłowski	Research Fellow (Salary to be paid from the Austenal Laboratories, Inc. Fund)	July 1 to Sept. 30, 1939				450.00 period
Sam Muchnick	Research Fellow (Salary to be paid from the Sherwin-Williams Company Fund)	July 1 to Sept. 30, 1939				225.00 period
*John Carl Beltz	Research Assistant	July 1 to Aug. 31, 1939				300.00 period
*Robert H. Arrowsmith	American Petroleum Institute Research Foundation Fellow	June 15 to Aug. 31, 1939				125.00 period
*Arthur P. Lien	American Petroleum Institute Research Foundation Fellow	June 15 to Aug. 31, 1939				125.00 period
*Emil W. Wiest	American Petroleum Institute Research Foundation Fellow	June 15 to Aug. 31, 1939				125.00 period
*(Above salaries to be paid from the American Petroleum Institute Hydrocarbon Foundation Fund)						
<i>President's Division</i>						
<i>Physical Education for Men</i>						
Olden C. Gillum	Graduate Assistant	Oct. 1, 1939		Au.Wi.Sp.		450.00
C. W. Hackensmith	Graduate Assistant	Oct. 1, 1939		Au.Wi.Sp.		450.00
<i>Physical Plant Division</i>						
<i>Police and Watchmen</i>						
William E. Sharp	Nightwatchman	July 1, 1939 for 3 months				300.00 period
<i>Janitor Service</i>						
Grover Childers	Janitor	July 1, 1939				1,200.00
Melvin L. Moorehead	Janitor	July 1, 1939				1,200.00
John Franz	Elevator Operator	July 1, 1939				720.00
*	*	*	*	*	*	*

Change in Title

That the following change in title be approved:

Name	Title—From	To	Effective
<i>Physical Education for Men</i>			
<i>Intramural Athletics</i>			
Richard C. Larkins	Associate Professor	Assistant Professor	Su. Qr.
*	*	*	*

Change in Salary

That the following change in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Medicine</i>				
<i>Surgical Research</i>				
Mary E. Frame	Stenographer	July 1, 1939	\$1,650.00	\$1,800.00
*	*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from funds as designated:

Charles E. MacQuigg, Dean of the College of Engineering, to attend the Joint Research Committee meeting of the American Society for Testing Materials and the American Society of Mechanical Engineers in Atlantic City, New Jersey, June 27 to July 1, 1939 (to be paid from Engineering Experiment Station F-9 funds).

That the salary of R. V. Bangham, Professor at the Franz Theodore Stone Laboratory for the first term of the Summer Quarter 1939 be paid from Division of Conservation Funds—Stone Laboratory, instead of from A-1 funds.

That, in accordance with the regulations of the Public Employes Retirement System, Francis M. Sedgwick, Elevator Operator in the Physical Plant Division, be retired from the University service as of June 30, 1939, under the provisions of the Superannuation Retirement.

That the appointment of Milton B. Trautman as full-time Research Biologist at the Franz Theodore Stone Laboratory be approved, effective July 1, 1939, on the basis of twelve months' service, at the salary of \$2,556 per annum. Of this amount \$552 will be paid from the Division of Conservation—Stone Laboratory Rotary Account No. 7174, and the remaining \$2,004 will be paid from Interest on Endowment Funds during the current academic year, and the appropriation of such amount for this purpose is hereby authorized. It is understood and stipulated that the full payment of this salary, beginning July 1, 1940, shall be a charge against the Rotary Account No. 7174 and not a commitment against either the Interest on Endowment Fund or the A-1 resources of the University. It is further stipulated upon the recommendation of Dr. Thomas H. Langlois, Director of the Laboratory, that the University, in providing \$2,000 for the employment of Mr. Trautman for full-time fisheries research during the current academic year, will regard this amount as paid in lieu of the annual expenditure of \$2,000 for equipment specified in the contract of the University with the Division of Conservation, and the President is directed to so advise the Conservation Commission.

That the vacation credit of Henry Hoagland, Professor in the Department of Business Organization, accumulated in the spring of 1932, amounting to \$1,696, be adjusted on the two-thirds cash basis (\$1,130.66) in accordance with the rule. Of this amount, Professor Hoagland has already received \$1,122 which was paid to him during the months of July, August, and September of 1934 just prior to the leave of absence which was granted to him without salary, effective October 1934, for work in Washington. This leaves a balance of \$8.66 due Professor Hoagland at this time, the payment of which is now authorized.

That Christopher E. Sherman, Research Professor of Civil Engineering, Engineering Experiment Station, be retired from the active service of the University and given the rank of Professor Emeritus of Civil Engineering in the Engineering Experiment Station, effective September 1, 1939.

That Edythe Massey, Clerk, School of Nursing, be granted a leave of absence, without salary, for the months of June and July, 1939, on account of illness.

That Thelma Parker, Diet Kitchen Helper, Starling-Loving Hospital, be granted a leave of absence, without salary, effective July 1, 1939, for an indefinite period, on account of illness.

That Bertha Trombley, Janitress, Starling-Loving Hospital, be granted a leave of absence, without salary, from July 3 to 17, 1939.

That official recognition be given by the Board of Trustees to various departments of the College of Veterinary Medicine as listed below. Up to this time, the College has been operating as a single department, but it is desired to give official recognition to the various departments in order to conform with the practice observed in other Veterinary Colleges in the United States. The departments are:

- Department of Veterinary Anatomy
- Department of Veterinary Medicine
- Department of Veterinary Parasitology
- Department of Veterinary Pathology
- Department of Veterinary Physiology and Pharmacology
- Department of Veterinary Preventive Medicine
- Department of Veterinary Research
- Department of Veterinary Surgery and Clinics

That \$4,000 be appropriated from H-8 Contributions for the use of the Ohio State University Association for the period July 1 to December 31, 1939.

That \$375 be appropriated from H-8 Contributions for the Ohio Journal of Science for its use from July 1, to December 31, 1939, in accordance with the usual practice in this matter.

That there be appropriated from H-8 Contributions \$750 for the use of the Ohio State University Y.M.C.A. for the period July 1 to December 31, 1939, as usual.

That there be appropriated from H-8 Contributions \$250 for the use of the Ohio State University Y.W.C.A. for the period July 1 to December 31, 1939, as usual.

That the contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foun-

dation setting up the following projects be reported to the Board of Trustees for information and record:

Johns-Manville Corporation, New York City—Investigation of (a) Development of Product and Process of Manufacturing Insulating Fire Brick; and (b) Development of High Temperature Cements and Raw Materials for Manufacture of same (to be known as the Johns-Manville Corporation Fellowship, Foundation No. 44, E.E.S. No. K-44);

Stark Brick Company, Canton, Ohio—Investigation of Glazed Brick (to be known as the Stark Brick Company Fellowship, Foundation No. 17-C, E.E.S. Project K-38).

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$1,700 from the Ohio Seed Improvement Association for graduate fellowships in Agronomy;

\$2,500 from the National Research Council, Washington, D. C., for an investigation of cortin and the sodium factor used separately and jointly on adrenalectomized animals and for a study of these two factors, under the direction of Doctor Frank A. Hartman of the Department of Physiology.

That the following fees be authorized for the Sports Clinic which is being sponsored by the Women's Division of the Department of Physical Education from July 27 to August 10, 1939, inclusive:

\$15 for instruction and participation in all courses offered; \$5 per course taken, in case a student does not elect the entire program;

That the Business Office be authorized to set aside the fees paid for this Clinic and to honor requisitions signed by the Chairman of the Department of Physical Education and the President of the University.

That the following contracts between the State Board for Vocational Education and the Ohio State University be approved; these contracts are presented in accordance with the practice prevailing for many years whereby the funds for teacher training in Agriculture and Home Economics are paid to the University by the State Board of Vocational Education:

CONTRACT BETWEEN THE STATE BOARD FOR VOCATIONAL EDUCATION AND THE OHIO STATE UNIVERSITY

In consideration of the fact that the State Board for Vocational Education hereby agrees to reimburse the University in the amounts and for the purposes stated in the tentative Smith-Hughes and George-Deen budgets herewith, The Ohio State University agrees to conduct in the College of Agriculture a course for the training of teachers in Vocational Agriculture, and a course for the training of teachers in Vocational Home Economics, in accordance with the State Plan adopted by the State Board for Vocational Education for the year 1939-1940.

These courses for the training of teachers in Vocational Agriculture and in Vocational Home Economics will be kept up to the standards demanded by the State Plan and will be

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subject to the general supervision of the State Board for Vocational Education

Reimbursements in amounts not to exceed those stated in the budgets herewith will be made by the State Board for Vocational Education upon receipt of the affidavit from the Secretary of the Board of Trustees of Ohio State University as to the actual expenditures for that month.

Smith-Hughes Budget for Teacher Training in Agriculture

Resident—		
Salaries	\$19,850.00	
Secretary	1,500.00	
Stenographer	1,020.00	
General Travel	558.49	
		<u>\$22,928.49</u>

George-Deen Budget for Teacher Training in Agriculture

Resident—		
General Travel	\$ 300.00	
Travel in Resident Teacher Training Program...	400.00	
Printing	500.00	
Postage and Communication.....	800.00	
Student Teaching Travel.....	1,200.00	
Supplies	1,000.00	
		<u>\$ 4,200.00</u>
Itinerant—		
Salaries	\$10,800.00	
Stenographer	1,080.00	
Travel	1,800.00	
Supplies	500.00	
Postage and Communication.....	300.00	
		<u>\$14,480.00</u>
Research—		
Salaries	\$ 5,900.00	
Statistical and Clerical.....	900.00	
		<u>\$ 6,800.00</u>
Total Federal-State Teacher Training.....		<u>\$48,408.49</u>
		(Smith-Hughes and George-Deen)

Smith-Hughes Budget for Teacher Training in Home Economics

Salaries	\$14,420.00	
Clerical—Grade I—Rate C.....	1,440.00	
Travel	700.00	
Supplies	100.00	
Postage and Communication.....	100.00	
		<u>\$16,760.00</u>

George-Deen Budget for Teacher Training in Home Economics

Salaries	\$18,300.00	
Clerical	1,250.00	
Travel	1,000.00	
Supplies	100.00	
		<u>\$20,650.00</u>
Total Federal-State Teacher Training.....		<u>\$37,410.00</u>
		(Smith-Hughes and George-Deen)

In behalf of	In behalf of the State Board
Ohio State University:	for Vocational Education:
(Signed) WM. MCPHERSON	(Signed) E. N. DIETRICH
Acting President	President and Executive Officer
(Signed) CARL E. STEEB	
Secretary, Board of Trustees	
Dated: July 10, 1939.	

**SUPPLEMENTARY CONTRACT BETWEEN THE STATE BOARD FOR
VOCATIONAL EDUCATION AND THE OHIO STATE UNIVERSITY**

In consideration of the fact that the State Board for Vocational Education hereby agrees to reimburse the University in the amount and for the purpose stated in the Supplementary George-Deen budget herewith, The Ohio State University agrees to conduct in the College of Agriculture a course for the training of teachers in Vocational Agriculture in accordance with the State Plan adopted by the State Board for Vocational Education for the year 1939-1940.

These courses for the training of teachers in Vocational Agriculture will be kept up to the standards demanded by the State Plan and will be subject to the general supervision of the State Board for Vocational Education.

Reimbursement in amounts not to exceed those stated in the budget herewith will be made by the State Board for Vocational Education upon receipt of the affidavit from the Secretary of the Board of Trustees of Ohio State University as to the actual expenditures for that month.

Supplementary George-Deen Budget for Teacher Training in Agriculture

Resident—	
Salaries	\$2,400.00
In behalf of	In behalf of the State Board
Ohio State University:	for Vocational Education:
(Signed) WM. MCPHERSON	(Signed) E. N. DIETRICH
<i>Acting President</i>	<i>President and Executive Officer</i>
(Signed) CARL E. STEEB	Dated: July 10, 1939.
<i>Secretary, Board of Trustees</i>	

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

The Acting President now presented for the consideration of the Board the annual salary budget for the fiscal year beginning July 1, 1939, and stated that this budget includes the University, the Rotary, the Athletics, the Student Activities, and the Agricultural Extension divisions.

The Acting President then read to the Board in detail a list of changes in rank and salary which he has recommended in the annual budget.

Upon motion of Mr. Thompson, seconded by Dr. Russell, the changes in rank and salary as indicated by the Acting President were upon roll call unanimously approved with the exception of those in the budgets for the College of Dentistry.

Dr. Altmaier moved that the budgets for the College of Dentistry as recommended by the Acting President be approved with the following exception: that no changes in salary or rank be made and no new positions in the teaching staff be created at this time.

This motion was seconded by Dr. Russell and the roll call was as follows:

Ayes: Messrs. Altmaier, Atkinson, Rummell, and Russell.

Nays: Miss Campbell, Messrs. Dargusch and Thompson.

The Chairman declared the motion carried.

* * * * *

The Acting President recommended the following amendment to the budget:

That Thomas D. Phillips, Assistant Professor and Superintendent of the University Farms, be elected to this position for the period from July 1 to September 30, 1939, at a salary of \$849 for the period; and that John D. Bragg be elected Assistant Professor and Superintendent of University Farms (on a twelve months' basis), effective October 1, 1939, at an annual salary of \$4,080.

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the above recommendation of the Acting President was upon roll call unanimously approved.

* * * * *

Mr. Dargusch, Chairman of the special committee on retirement, moved that Section X of the Plan for Retirement Income as adopted by the Board of Trustees on April 10, 1939, be amended to read as follows:

X. *Present Retirants.* Payments by the University to staff members now retired shall, on and after July 1, 1939, be calculated as provided in Section VII, using as salary the actual salary paid during the last year of full-time service.

This motion was seconded by Mr. Atkinson and upon roll call was unanimously approved.

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In accordance with the above action, Mr. Dargusch moved that the salaries of the following retirants, as contained in the annual salary budget recommended by the Acting President, be changed to read as follows:

Wendell Paddock from \$672 to \$1572, effective July 1
 Frank H. Eno from \$540 to \$1082, effective July 1
 Christopher E. Sherman from \$492 to \$1164, effective September 1

Mr. Atkinson seconded the above motion which was upon roll call unanimously approved.

* * * * *

The Acting President called to the attention of the Board Section VII of the Plan for Retirement Income, and stated that in his judgment the following exceptions should be made in the cases of the five persons named below due to the fact that the maximum salary paid to each of these persons was in excess of the last salary, and that each is now giving continuous service to the University.

The Acting President therefore recommended that the following adjustments be made:

Herbert Osborn from \$1368 to \$1416, effective July 1
 Joseph N. Bradford from \$1104 to \$1152, effective July 1
 James E. Boyd from \$1068 to \$1140, effective July 1
 Wilbur H. Siebert from \$1104 to \$1368, effective July 1
 C. W. Foulk from \$1044 to \$1260, effective September 1

Mr. Dargusch moved, that, inasmuch as this is the first year of operation of the new Plan for Retirement Income, the above recommendation of the Acting President be approved with the understanding that this action will not create a precedent and that hereafter salaries shall be computed in accordance with the plan as adopted on April 10, 1939.

This motion was seconded by Dr. Russell and upon roll call was unanimously approved.

* * * * *

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the salary of Emeritus President George W. Rightmire was by unanimous vote fixed at \$5,000, less \$1,348.32 (the annuity from the State Teachers Retirement System), which makes the supplementary benefit on the part of the University \$3,651.68, or as adjusted in accordance with the usual practice, \$3,660 per annum.

* * * * *

Dr. Russell now moved that the annual salary budget as recommended by the Acting President for the fiscal year beginning July 1, 1939, as amended above, be approved and adopted. This motion was seconded by Mr. Thompson and was upon roll call unanimously approved.

COLLEGE OF AGRICULTURE

Administration

John F. Cunningham	Dean	\$ 6,600.00	
Lyman E. Jackson	Junior Dean	4,596.00	
Alfred Vivian	Dean Emeritus of Agriculture.	1,752.00	
True G. Watson	Secretary of the College and Associate Professor	3,672.00	
Eugene H. Woodruff	Accountant.....	1,500.00	
Ruth G. Doughton	Assistant to Dean.....	1,380.00	
Hester Groezinger	Stenographer	1,260.00	
Ina Skeels	Stenographer	1,260.00	
Elizabeth Nincehler	Stenographer	1,140.00	
Ruth M. Landen	Stenographer	1,080.00	
Mary Ester Moore	Stenographer	1,020.00	
Dorothy Nay	Stenographer	1,020.00	
Julia Rea	Stenographer	1,020.00	
Lois G. Scott	Stenographer	1,000.00	
Marth Joanna Horst	Stenographer	960.00	
Betty Jean Riggs	Stenographer	960.00	
Irona Winterrowd	Stenographer	960.00	
Mary L. Walker	Stenographer (part time).....	600.00	
Flo Bailey	Stenographer (part time).....	540.00	
Hazel Monett	Stenographer (part time).....	540.00	
Lucile Mays	Stenographer (part time).....	516.00	
Helen Blair	Stenographer (part time).....	486.00	
Maxine Katzenberger	Stenographer (part time).....	480.00	
Bertha Fischer	Stenographer (part time).....	450.00	
			\$ 34,792.00

Agricultural Chemistry

John F. Lyman	Professor and Chairman.....	\$ 4,728.00	
Robin C. Burrell	Associate Professor.....	3,492.00	
Emory F. Almy	Associate Professor.....	3,492.00	
Kenneth M. Gaver	Assistant.....	700.00	
Alvin C. Wolfe	Assistant.....	700.00	
Glenn O. Pettijohn	Assistant.....	650.00	
Nettie C. Esselbaugh	Graduate Assistant.....	450.00	
Joseph G. Katzenberger	Graduate Assistant.....	450.00	
Nelson Lytle	Graduate Assistant.....	450.00	
			\$ 15,112.00

Agricultural Education

Wilbur F. Stewart	Professor and Chairman.....	\$ 2,916.00	\$ 2,916.00
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Agricultural Engineering

Glen W. McCuen	Professor and Chairman (½ time)	\$ 3,684.00	
Chester O. Reed	Professor (¾ time)	3,468.00	
Richard C. Miller	Professor (¾ time)	3,324.00	
Virgil Overholt	Professor	1,104.00	
A. C. Kennedy	Instructor (special)	1,536.00	
Walter S. Umbstaetter	Mechanic	1,692.00	
John T. Miller	Mechanic	1,200.00	
			\$ 16,008.00

Agronomy

Robert M. Salter	Professor and Chairman.....	\$ 3,860.00	
L. D. Bayer	Professor	2,566.00	
Charles J. Willard	Professor	2,208.00	
Guy W. Conrey	Professor	1,776.00	
Jay B. Park	Professor	576.00	
Robert D. Lewis	Professor	2,266.00	
George M. McClure	Assistant Professor	2,604.00	
Frederick J. Salter	Assistant Professor	1,272.00	
Harold W. Batchelor	Assistant Professor	612.00	
			\$ 17,220.00

Animal Husbandry

Carl W. Gay	Professor and Chairman.....	\$ 6,120.00	
Donald W. Kays	Professor	5,616.00	
Joel S. Coffey	Professor	4,596.00	
Schuyler M. Salisbury	Professor	4,452.00	
Thomas S. Sutton	Assistant Professor	2,148.00	
Graydon W. Brandt	Instructor	1,536.00	
Lawrence E. Kunkle	Instructor	1,128.00	
Melvin H. Hazeleus	Graduate Assistant	450.00	
Sam L. Hansard	Graduate Assistant	300.00	
			\$ 26,346.00

Animal Husbandry—Employees

Robert Watson	Groom	\$ 1,800.00	and house
Roger P. Denney	Dairy Cattle Herdsman.....	1,800.00	and house
J. B. McCorkle	Beef Cattle Herdsman.....	1,800.00	
Author W. Jordan	Swine Herdsman	1,620.00	and house
William Franklin	Shepherd	1,716.00	
Ray Garrett	Handyman	1,440.00	
Cecil Bayes	Herdsman	1,260.00	and house
W. C. Dillon	Laborer	1,200.00	
Alvin McAdow	Laborer	1,080.00	and house
James Wallace	Laborer	1,080.00	
Herbert M. Barnes	Student Laborer	792.00	
Jack Rickly	Student Laborer	360.00	
Kenneth Lloyd	Student Laborer	360.00	
Wayne Bauer	Student Laborer	360.00	
Edwin Hofstetter	Student Laborer	360.00	
Albert Koteles	Student Laborer	360.00	
Lyman Schnell	Student Laborer	360.00	
Robert Watts	Student Laborer	360.00	
George Zeis	Student Laborer	360.00	
			\$ 18,468.00

Botany

Edgar N. Transeau	Professor, Chairman and Director Botanical Garden.....	\$ 5,616.00	
Homer C. Sampson	Professor	4,896.00	
Wilmer G. Stover	Professor	3,780.00	
A. L. Pierstorff	Associate Professor	4,092.00	
Adolf E. Waller	Associate Professor and Curator Botanical Garden.....	3,780.00	
Bernard S. Meyer	Associate Professor	3,672.00	
Glenn W. Blaydes	Associate Professor	2,760.00	
Ralph O. Freeland	Assistant Professor	2,148.00	
Lois Lampe	Instructor	2,544.00	
Benjamin H. Davis	Instructor	2,148.00	
Herbert T. Scofield	Instructor	2,148.00	
Clarence E. Taft	Instructor	2,028.00	
Sylvester S. Humphrey	Instructor	1,836.00	
R. T. Wareham	Instructor	1,836.00	
Gordon S. Crowl	Instructor	1,836.00	
John N. Wolfe	Instructor	1,836.00	
Robert Findlay	Assistant	1,800.00	
Clyde H. Jones	Assistant	1,404.00	
Richard A. Popham	Assistant	648.00	
Donald E. Davis	Graduate Assistant	450.00	
Frederick H. Norris	Graduate Assistant	450.00	
Carroll Arthur Swanson	Graduate Assistant	450.00	
Clayton W. Ellett	Graduate Assistant	450.00	
John B. Whitney, Jr.	Graduate Assistant	450.00	
Darrell M. McLean	Graduate Assistant	450.00	
John P. Steele	Graduate Assistant	450.00	
Elwyn O. Hughes	Graduate Assistant	450.00	

David K. Efos	Graduate Assistant	450.00	
Isabel Thompson	Graduate Assistant	450.00	
John N. Wolfe	Instructor	300.00	
			\$ 55,608.00

Dairy Technology

Robert B. Stoltz	Professor and Chairman	\$ 4,728.00	
Oscar Erf	Professor	4,368.00	
Louis H. Burgwald	Associate Professor	3,888.00	
J. Hoffman Erb	Assistant Professor	3,492.00	
Walter L. Slatter	Instructor	1,104.00	
Raymond J. Alberts	Assistant (eff. 8-1)	1,257.00	
Donald W. Glover	Graduate Assistant	450.00	
G. Freeman Gober	Graduate Assistant	450.00	
Robert Y. Cannon	Graduate Assistant	450.00	
			\$ 20,187.00

Farm Operations

John D. Bragg	Assistant Professor and Superintendent of Farms (eff. 10-1)	\$ 4,080.00	
Thomas D. Phillips	Assistant Professor and Superintendent of Farms (3 mos.)	849.00 and house	
John DeWitt	Mechanic	1,560.00 and house	
Lloyd Blackburn	Mechanic	1,400.00 and house	
Charles H. Pugh	Head Teamster	1,320.00 and house	
Merle Day	Laborer	1,260.00 and house	
H. L. Bosart	Laborer	1,200.00 and house	
Lewis Dunn	Laborer	1,200.00 and house	
J. R. Remy	Laborer	1,200.00	
J. Everett Clarke	Laborer	1,200.00	
Kenneth Vaught	Laborer	1,200.00	
C. C. Harvey	Laborer	1,200.00	
LeRoy Wilson	Laborer	1,080.00 and house	
A. C. Rhoten	Laborer (8 mos.)	800.00	
G. W. Hill	Laborer (7 mos.)	700.00	
S. N. Bell	Laborer (6 mos.)	500.00	
			\$ 20,749.00

School of Home Economics

Faith Lanman Gorrell	Professor and Chairman	\$ 3,468.00	
Hughina McKay	Professor	2,568.00	
Winona Morgan	Associate Professor	1,836.00	
Daisy Davis	Assistant Professor	2,760.00	
Eve E. Turnbull	Assistant Professor	2,448.00	
Osee Hughes	Assistant Professor	2,400.00	
Alma C. Heiner	Assistant Professor	2,400.00	
Eunice Ryan	Assistant Professor	2,220.00	
June F. Kennedy	Assistant Professor (special)	2,052.00	
Alice Donnelly Pressey	Assistant Professor	1,740.00	
Florence E. Petzel	Assistant Professor (part time)	1,284.00	
Emily A. King	Instructor	2,184.00	
Ruth A. Blanshan	Instructor	1,956.00	
Ruth M. Beard	Instructor	1,836.00	
Faith E. Davis	Instructor	1,644.00	
Florence M. Osborn	Assistant	1,404.00	
	Assistant	600.00	
Ruth Jones	Assistant (part time)	600.00	
	Assistant (part time)	450.00	
	Assistant (part time)	75.00	
Mary Jane Madden	Graduate Assistant	450.00	
Emily Johnstone	Graduate Assistant	300.00	
Ruth Jones	Assistant (part time)	150.00	
LaRoux Roebuck	Assistant (part time)	150.00	
Mary Jane Madden	Graduate Assistant	75.00	
	Assistant (part time)	150.00	
			\$ 37,200.00

Horticulture and Forestry

Joseph H. Gourley	Professor and Chairman	\$ 3,408.00	
Howard D. Brown	Professor	3,288.00	
Alex Laurie	Professor	3,288.00	
Wendell Paddock	Emeritus Professor	1,572.00	
Lewis C. Chadwick	Associate Professor	1,560.00	
Freeman S. Howlett	Associate Professor	1,368.00	
Norman F. Childers	Assistant Professor	3,060.00	

Frank K. Beyer	Assistant Professor	2,760.00	
Gustav H. Poesch	Assistant Professor	1,260.00	
Milton W. Austin	Assistant	1,800.00	and house
William P. Robinson	Foreman of Greenhouses.....	1,464.00	and house
	(Assistant)		
Elbert L. Agnew	Graduate Assistant	450.00	
George William Schneider	Graduate Assistant	450.00	
D. C. Kiplinger	Graduate Assistant	450.00	
Hubert C. Mohr	Graduate Assistant	450.00	
Paul H. Bender	Graduate Assistant	450.00	
D. J. Witt	Graduate Assistant	450.00	
Fred Petri	Laborer	1,080.00	
Rudolph Meyer	Student Laborer	600.00	
Charles Arnold	Student Laborer	600.00	
	Graduate Assistant	450.00	
			\$ 30,258.00

Poultry Husbandry

Everett L. Dakan	Professor and Chairman.....	\$ 5,196.00	
Alden R. Winter	Associate Professor	3,408.00	
Arthur T. Bayes	Superintendent of Poultry Plant	2,300.00	
Richard A. Gordon	Laborer	1,380.00	
Charles P. Colwell	Laborer	1,200.00	
			\$ 13,484.00

Rural Economics

John I. Falconer	Professor and Chairman.....	\$ 2,808.00	
Charles G. McBride	Professor	2,916.00	
Arthur R. Mangus	Professor of Rural Sociology..	2,448.00	
George F. Henning	Professor	2,052.00	
Virgil B. Wertz	Professor (special)	1,164.00	
John H. Sitterley	Assistant Professor	2,148.00	
Francis L. Morrison	Assistant Professor	1,982.00	
Charles W. Hauck	Assistant Professor	768.00	
Mabel Snyder	Stenographer	960.00	
			\$ 17,196.00

Zoology and Entomology

Raymond C. Osburn	Professor and Chairman.....	\$ 5,616.00	
Herbert Osborn	Emeritus Professor	1,416.00	
Dwight M. DeLong	Professor (Zoology and Entomology)	5,148.00	
Laurence H. Snyder	Professor	6,108.00	
Alvah Peterson	Professor	4,596.00	
William M. Barrows	Professor	4,488.00	
Clarence H. Kennedy	Professor	3,888.00	
Frank L. Campbell	Associate Professor	4,092.00	
David F. Miller	Associate Professor	3,888.00	
John W. Price	Associate Professor	3,240.00	
Wencel J. Kostir	Assistant Professor	3,888.00	
John A. Miller	Assistant Professor	2,604.00	
Josef N. Knull	Curator of Insects	2,448.00	
	(Assistant Professor)		
David C. Rife	Assistant Professor	2,292.00	
Ralph H. Davidson	Assistant Professor	2,280.00	
Winston E. Dunham	Assistant Professor	612.00	
	(part time) (special)		
Lawrence E. Hicks	Assistant Professor	No salary	
Joseph N. Miller	Instructor	2,172.00	
Edward N. Warner	Instructor	1,992.00	
Wilbur M. Tidd	Instructor	1,992.00	
Donald J. Borrer	Instructor	1,992.00	
Paul E. Schaefer	Instructor	1,992.00	
Carl E. Venard	Instructor	1,992.00	
James G. Haub	Instructor	1,920.00	
Charles W. Cotterman	Instructor	1,836.00	
	Instructor (part time)	1,200.00	
	(special)		
Ernest V. Fowler	Assistant	1,620.00	
Paul J. Seyler	Assistant	1,200.00	
Wilma Setterfield	Assistant	756.00	
Donald W. Dunham	Assistant	972.00	
Harriet Hymen Parker	Technical Assistant	1,200.00	
Karl H. Busch	Graduate Assistant	450.00	
Hamblin H. Crowell	Graduate Assistant	450.00	

Robert H. Edgerley	Graduate Assistant	450.00
Beckford F. Coon	Graduate Assistant	450.00
Mike Wright	Graduate Assistant	450.00
Reuben E. Groves	Graduate Assistant	450.00
H. Warner Kloepfer	Graduate Assistant	450.00
Edwin R. Willis	Graduate Assistant	450.00
George R. Ferguson	Graduate Assistant	450.00
Gordon E. Bucher	Graduate Assistant	450.00
Hubert Bezdek	Graduate Assistant	150.00
	Graduate Assistant	450.00
Thomas H. Langlois	Professor	No salary
		<u>\$ 84,540.00</u>
Total for College of Agriculture		\$410,084.00

COLLEGE OF ARTS AND SCIENCES

Administration

Bland L. Stradley	Dean	\$ 7,116.00
D. Luther Evans	Junior Dean	4,596.00
Harold A. Edgerton	Student Counselor	4,044.00
Howard L. Hamilton	Secretary of the College	3,804.00
Christine Y. Conaway	Assistant to Dean	1,596.00
Agnes Stump Dickey	Assistant to Junior Dean	1,560.00
Ruth C. Bailey	Stenographer	1,680.00
Bessie Workman Schaffner	Stenographer	1,200.00
Margaret Smith	Stenographer	1,200.00
Katherine E. Gardner	Stenographer	1,200.00
Annabelle Swickard Clark	Stenographer	1,140.00
M. Elizabeth Whitney	Stenographer	1,080.00
Phyllis B. Keifer	Stenographer	1,032.00
Janet Ricket	Stenographer	1,020.00
Lucile Krill	Stenographer	1,020.00
Maxine Goodwin	Stenographer	960.00
Louise Barber	Stenographer	960.00
Irene Dresner Snyder	Stenographer	960.00
Mary Ellen Baker	Stenographer	960.00
Hazel Hadden Varner	Stenographer	960.00
Mary Wilson	Stenographer	960.00
Helen Buchanan	Stenographer	960.00
Elinor M. Bayer	Stenographer	960.00
Josephine L. Curren	Stenographer	960.00
Vivian Chubb Light	Stenographer (9 months)	540.00
Alyce Moore	Typist	1,032.00
Jean H. Hammond	Typist	960.00
Virginia Harrison	Clerk	960.00
		<u>\$ 45,420.00</u>

Bacteriology

N. Paul Hudson	Professor and Chairman	\$ 7,116.00
Charles B. Morrey	Emeritus Professor	1,808.00
William A. Starin	Professor	4,596.00
Oram C. Woolpert	Associate Professor	4,188.00
Jorgen M. Birkeland	Assistant Professor	3,060.00
Floyd Stephen Markham	Assistant Professor	3,060.00
Grant L. Stahly	Assistant Professor	3,060.00
Harry H. Weiser	Instructor	2,448.00
D. Frank Holtman	Instructor	1,836.00
Edwin B. Adams	Research Assistant	1,608.00
Joseph A. Taylor	Technical Assistant	1,212.00
Warren Copenhefer	Animal Attendant	900.00
Harold E. Moses	Assistant	1,000.00
Fred W. Gallagher	Assistant	1,000.00
Sol Haberman	Graduate Assistant	450.00
Homer F. Marsh	Graduate Assistant	450.00
Thomas W. Green	Graduate Assistant	450.00
Max E. Tyler	Graduate Assistant	450.00
Helen I. Knott	Graduate Assistant	450.00
Ralph P. Elrod	Graduate Assistant	450.00
Charles W. Rotbs	Graduate Assistant	450.00
Sanford B. Rosenman	Graduate Assistant	450.00
Frederick C. Blubaugh	Graduate Assistant	450.00
Maida M. Heath	Graduate Assistant	450.00

Margaret D. Heise	Graduate Assistant	450.00
Clara Seeler	Graduate Assistant	450.00
Robert Finkelstein	Graduate Assistant	300.00
John Schwab	Graduate Assistant	300.00
Suzanne Stinson	Graduate Assistant	150.00
John R. Dick	Student Assistant	300.00
Homer F. Marsh	Graduate Assistant	150.00
Harold Moses	Graduate Assistant	150.00
Paul Kadull	Graduate Assistant	75.00
		\$ 43,217.00

Chemistry

William L. Evans	Professor and Chairman	\$ 6,360.00
William McPherson	Emeritus Professor	No salary
Charles W. Foulk	Emeritus Professor (eff. 9-1-39)	1,260.00
Charles W. Foulk	Professor (2 months)	760.00
W. E. Henderson	Professor	5,364.00
Cecil E. Boord	Professor	4,896.00
Herrick L. Johnston	Professor	4,452.00
Wesley G. France	Professor	4,356.00
Harvey V. Moyer	Professor	4,092.00
Wallace R. Brode	Professor	3,984.00
W. Conrad Fernelius	Associate Professor	4,080.00
Melville L. Wolfrom	Associate Professor	3,840.00
Laurence L. Quill	Associate Professor	3,588.00
Albert L. Henne	Associate Professor	No salary
Marion Hollingsworth	Assistant Professor	3,060.00
William MacNevin	Assistant Professor	2,868.00
Henry E. Wirth	Assistant Professor	2,868.00
Alfred B. Garrett	Assistant Professor	2,832.00
Frank Henry Verhoek	Assistant Professor	2,748.00
Preston M. Harris	Assistant Professor	2,724.00
Edwin N. Lassettre	Instructor	2,232.00
George E. MacWood	Instructor (special)	2,052.00
	Instructor	2,052.00
John F. Betz	Technical Assistant	2,148.00
Richard C. Hall	Assistant	950.00
Arthur S. Gregory	Assistant	950.00
Paul H. Wise	Assistant	950.00
Francis L. Benton	Assistant	750.00
Karl E. Blumenberg	Assistant	750.00
John R. Bright	Assistant	750.00
Louis C. Gibbons	Assistant	750.00
Phillip Hill	Assistant	750.00
Ernest Hogge	Assistant	750.00
Edgar R. Lang	Assistant	750.00
Charles D. McCleary	Assistant	750.00
Don E. Pletcher	Assistant	750.00
Calvin Vander Werf	Assistant	750.00
Joseph E. Fields	Assistant	750.00
Earl W. Balis	Assistant	750.00
Charles Jones	Assistant	750.00
Frank Moody	Assistant	750.00
Maynard S. Raasch	Assistant	750.00
Arthur Lien	Assistant	750.00
David I. Weisblat	Assistant	750.00
Louis E. Marchi	Assistant	750.00
John Mahan	Assistant	750.00
Max V. Noble	Assistant	750.00
John Blomquist	Assistant	750.00
George Weep	Assistant	750.00
	Assistant	750.00
William Arendshorst, Jr.	Graduate Assistant	450.00
William Harold Baxley	Graduate Assistant	450.00
Otis D. Black	Graduate Assistant	450.00
John A. Cathcart	Graduate Assistant	450.00
Alfred F. Foster	Graduate Assistant	450.00
Kenneth W. Greenlee	Graduate Assistant	450.00
Arthur Raymond Hanze	Graduate Assistant	450.00
Eugene C. Kerr	Graduate Assistant	450.00
William H. Krister	Graduate Assistant	450.00
Donald W. Lyon	Graduate Assistant	450.00
Norman S. MacDonald	Graduate Assistant	450.00
Edgar P. Meibohm	Graduate Assistant	450.00
Paul W. Morgan	Graduate Assistant	450.00

E. P. Plueddemann	Graduate Assistant	450.00
Ralph H. Plumlee	Graduate Assistant	450.00
Eugene A. Talley	Graduate Assistant	450.00
Edwin G. Wallace	Graduate Assistant	450.00
Atherton M. Whaley	Graduate Assistant	450.00
Edwin M. Larsen	Graduate Assistant	450.00
David Thomas Mowry	Graduate Assistant	450.00
Samuel W. Waisbrot	Graduate Assistant	450.00
Edwin Stafford Hodge	Graduate Assistant	450.00
Harry V. Zahm	Graduate Assistant	450.00
Dan Trivich	Graduate Assistant	450.00
Howard L. Yowell	Graduate Assistant	450.00
Joseph J. Burbage	Graduate Assistant	450.00
Thomas Alderson	Graduate Assistant	450.00
R. L. Brown	Graduate Assistant	450.00
Irving I. Bezman	Graduate Assistant	450.00
John V. Flanagan	Graduate Assistant	450.00
J. A. Gearhart	Graduate Assistant	450.00
George Johnson	Graduate Assistant	450.00
H. W. Kruse	Graduate Assistant	450.00
Nathan Lizawetsky	Graduate Assistant	450.00
Bradley T. Lord	Graduate Assistant	450.00
Katherine Mounce	Graduate Assistant	450.00
Samuel M. Moffett	Graduate Assistant	450.00
John W. Patterson	Graduate Assistant	450.00
Ronald Rosher	Graduate Assistant	450.00
Robert Staniforth	Graduate Assistant	450.00
Ralph Tiede	Graduate Assistant	450.00
Walter Zophy	Graduate Assistant	450.00
Donald R. Myers	Graduate Assistant	150.00
W. Conrad Fernelius	Associate Professor	900.00
Roy G. Bossert	Assistant Professor	850.00
Paul Rothermund	Non-resident Associate Profes- sor—Kettering Foundation..	No salary
Melvin S. Newman	Instructor	On leave
	Graduate Assistant	450.00

 \$114,416.00
Classical Languages

John B. Titchener	Professor and Chairman	\$ 4,416.00
George M. Bolling	Professor	5,508.00
A. W. Hodgman	Emeritus Professor	1,128.00
John N. Hough	Assistant Professor	3,060.00
Kenneth M. Abbott	Assistant Professor	2,304.00
Louis Zickgraf	Lecturer	350.00

 \$ 16,766.00
English

James F. Fullington	Professor and Chairman	\$ 4,596.00
Harlan Hatcher	Professor	5,364.00
George H. McKnight	Professor	5,112.00
William L. Graves	Professor	5,112.00
Edwin L. Beck	Professor	4,596.00
Milton Percival	Professor	4,596.00
Harold R. Walley	Professor	4,116.00
J. Marold Wilson	Associate Professor	3,444.00
Royall H. Snow	Associate Professor	3,312.00
Sada Harbarger	Associate Professor	3,060.00
Robert S. Newdick	Assistant Professor	2,940.00
William R. Parker	Assistant Professor	2,940.00
	Assistant Professor	2,820.00
J. Forest Craig	Assistant Professor	2,568.00
Robert M. Estrich	Assistant Professor	2,568.00
Ruth Hughey	Assistant Professor	2,568.00
Edith M. Sniffen	Instructor	2,804.00
Robert J. Kane	Instructor	2,804.00
Wilson R. Dumble	Instructor	2,172.00
William H. Hildreth	Instructor	2,172.00
James V. Logan, Jr.	Instructor	2,172.00
Tom B. Haber	Instructor	2,052.00
Notley S. Maddox	Instructor	2,052.00
Francis L. Utley	Instructor	1,968.00
Herbert Edwards	Instructor	1,836.00
Lawrence E. Snyder	Instructor	1,836.00

Anne B. Whitmer	Instructor	1,886.00
Roy Battenhouse	Instructor	1,886.00
	Instructor	1,886.00
Bernice Fox	Assistant	954.00
Marie Hadley	Assistant	954.00
Robert Price	Assistant	954.00
Elizabeth B. Stanton	Assistant	954.00
Robert E. Tuttle	Assistant	954.00
William A. Sutton	Assistant	954.00
Thearle A. Barnhart	Assistant	954.00
E. L. Marilla	Assistant	954.00
Harry Graff	Assistant	954.00
Katherine Edbrooke	Assistant	954.00
Hubert C. Howard	Assistant	954.00
Douglas R. Angus	Assistant	702.00
Robert L. Maurer	Assistant	702.00
Victor Elconin	Graduate Assistant	450.00
Robert M. Ross	Graduate Assistant	450.00
Margret Trotter	Graduate Assistant	450.00
Joseph R. Reaver	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
George W. Howgate	Professor	500.00
Stewart S. Morgan	Professor	500.00
Harry W. Graff	Instructor	900.00
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		\$104,886.00

Geology

J. Ernest Carman	Professor, Chairman and Curator	\$ 5,112.00
Edmund N. Spieker	Professor	4,356.00
Paris B. Stockdale	Associate Professor	3,576.00
Grace A. Stewart	Associate Professor	2,820.00
W. Storrs Cole	Assistant Professor	2,820.00
Bruce C. Freeman	Instructor	2,448.00
Carl A. Lamey	Instructor	2,448.00
John W. Wells	Instructor	2,804.00
Wilber Stout	Lecturer	400.00
Frederick H. Kate	Graduate Assistant	450.00
Charles W. Hutton	Graduate Assistant	450.00
Leo E. Swick	Graduate Assistant	450.00
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		\$ 27,634.00

German

M. B. Evans	Professor and Chairman	\$ 5,112.00
August C. Mahr	Professor	4,356.00
Hans Sperber	Professor	4,128.00
B. A. Eisenlohr	Emeritus Professor	864.00
May Thomas	Emeritus Assistant Professor	1,140.00
Walter Gausewitz	Associate Professor	3,060.00
R. L. W. Nordsieck	Assistant Professor	2,804.00
Frederic J. Kramer	Assistant Professor	2,804.00
Peter Epp	Instructor	2,052.00
Wolfgang Fleischhauer	Instructor	1,836.00
Adolph Weinberger	Instructor	1,836.00
Walter L. DeVold	Graduate Assistant	450.00
Robert H. Esser	Graduate Assistant	450.00
Helen M. Schettler	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	150.00
Norman H. Binger	Graduate Assistant	150.00
Arne O. Lindberg	Graduate Assistant	150.00
Erich Steiniger	Graduate Assistant	150.00
Walter DeVold	Graduate Assistant	150.00
		<hr/>
		\$ 31,842.00

History

George A. Washburne	Professor and Chairman	\$ 4,860.00
Wilbur H. Siebert	Emeritus Professor	1,368.00
Edgar H. McNeal	Professor	4,848.00
Warner F. Woodring	Professor	4,716.00
	Professor	4,696.00

Lawrence F. Hill	Professor	4,356.00
William F. McDonald	Professor	4,092.00
Homer C. Hockett	Professor (½ time)	3,672.00
Eugene H. Roseboom	Associate Professor	3,444.00
Francis P. Weisenburger	Associate Professor	3,192.00
Henry H. Simms	Associate Professor	3,192.00
Harold J. Grimm	Assistant Professor	3,060.00
John S. Hare	Instructor	2,304.00
Harold W. Landin	Instructor	2,304.00
Charles M. Thomas	Instructor	2,304.00
Sydney N. Fisher	Instructor	2,304.00
Sidney D. Terr	Instructor	2,304.00
Harvey M. Rice	Instructor	2,304.00
Neal Southard	Graduate Assistant	450.00
Louis J. Brown	Graduate Assistant	450.00
Charles M. Brown	Graduate Assistant	450.00
Earl R. Beck	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Reader	200.00
	Reader	200.00
	Reader	200.00
	Reader	200.00
	Reader	200.00
Lewis G. Vander Velde	Visiting Professor	1,000.00
Louis M. Hacker	Visiting Professor	1,000.00
Neal Southard	Reader	100.00
Walter L. Dorn	Professor	On leave
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\$ 64,370.00

Mathematics

Harry W. Kuhn	Professor and Chairman	\$ 5,364.00
Tibor Rado	Professor	5,868.00
Henry Blumberg	Professor	4,356.00
Samuel E. Rasor	Professor	4,284.00
James H. Weaver	Professor	4,092.00
Charles C. Morris	Professor	3,924.00
Frederic R. Bamforth	Associate Professor	3,576.00
Lincoln LaPaz	Associate Professor	3,576.00
Grace M. Bareis	Assistant Professor	2,268.00
Harry M. Beatty	Assistant Professor	2,268.00
Vaughn B. Caris	Assistant Professor	2,268.00
Hortense Rickard	Assistant Professor	2,062.00
Clarence R. Wylie, Jr.	Instructor	2,268.00
Margaret E. Jones	Instructor	1,968.00
J. W. Theodore Youngs	Instructor	1,836.00
George E. Albert	Instructor	1,836.00
Paul V. Reichelderfer	Instructor	1,836.00
Morris Hendrickson	Instructor	1,836.00
Walter S. Snyder	Instructor	1,836.00
John W. Kaiser	Assistant	750.00
Howard E. Menke	Assistant	600.00
Earl J. Mickle	Assistant	600.00
William J. Schart	Assistant	600.00
Robert L. Westhafer	Assistant	600.00
Harry Douglas Huskey	Assistant	600.00
John W. Ault	Assistant	600.00
Landon A. Colquitt	Assistant	600.00
Robert G. Helsel	Assistant	600.00
Brooks J. Lockhart	Assistant	600.00
David M. Krabill	Graduate Assistant	450.00
Lawrence A. Ringenberg	Graduate Assistant	450.00
Paul Young	Graduate Assistant	450.00
John Molnar	Graduate Assistant	450.00
Ronald B. Wiley	Graduate Assistant	450.00
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\$ 65,712.00

Philosophy

Joseph A. Leighton	Professor and Chairman	\$ 6,360.00
Albert E. Avey	Professor	4,848.00
Albert R. Chandler	Professor	4,092.00
D. Luther Evans	Professor	3,000.00
William H. Reither	Instructor	2,424.00
T. Bruce Waters	Instructor	1,836.00
Sarah M. Watson	Graduate Assistant	450.00
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\$ 20,810.00

Physics and Astronomy

Alpheus W. Smith	Professor and Chairman.....	\$ 6,360.00
Alfred Lande	Professor	6,864.00
Frederic C. Blake	Professor	4,848.00
Llewelyn H. Thomas	Professor	4,596.00
Edmund S. Manson	Professor	3,576.00
Alva W. Smith	Associate Professor	3,840.00
Jerome B. Green	Associate Professor	3,576.00
Marion L. Pool	Associate Professor	3,576.00
Harold H. Nielsen	Associate Professor	3,576.00
Herman G. Heil	Assistant Professor	3,840.00
Robert V. Zumstein	Assistant Professor	3,824.00
Harold P. Knauss	Assistant Professor	3,824.00
Cedric E. Hesthal	Assistant Professor	3,824.00
George H. Shortley, Jr.	Assistant Professor	2,820.00
Kenneth R. More	Instructor	2,172.00
Erwin R. Gaerttner	Instructor	2,292.00
Nicholas T. Bobrovnikoff	Director, Perkins Observatory and Associate Professor....	3,576.00
J. Allen Hynek	1st Assistant (Instructor)....	2,172.00
Ernest H. Cherrington	2nd Assistant (Instructor)...	2,172.00
William Bryan Decker	Technical Assistant	2,000.00
Gretchen Huntsberger	Clerk	1,000.00
Clarence E. Smale	Janitor	1,200.00
Stanley V. Forgeue	Observatory Assistant	444.00
Glenn A. Fry	Assistant Professor in Optom- etry	2,820.00
Charles S. Bridgman	Instructor in Physiological Optics	2,568.00
Frederick W. Paul	Instructor in Physiological Optics	2,568.00
H. F. Haines	Associate in Optometry	1,500.00
Ellsworth E. Reese	Assistant in Optometry	500.00
Herbert G. Mote	Assistant in Optometry	500.00
Carl McWhirt	Assistant	2,280.00
Clarence H. Frank	Assistant	1,836.00
J. B. Sparrow	Assistant (½ time)	1,125.00
Robert S. Bee	Technical Assistant	900.00
Charles W. Latshaw	Technical Assistant	800.00
Hugo L. Libby	Assistant (3 months)	375.00
Paul Darby	Assistant (4 months)	375.00
George W. Charles	Graduate Assistant	450.00
Louis D. Ellsworth	Graduate Assistant	450.00
Joe T. Lynn	Graduate Assistant	450.00
Donald C. MacDonald	Graduate Assistant	450.00
Elmer J. Scott	Graduate Assistant	450.00
John DeWire	Graduate Assistant	450.00
Robert Deeter	Graduate Assistant	450.00
Edmund Goodale	Graduate Assistant	450.00
Harry DeLeon Polster	Graduate Assistant	450.00
W. Max Schwarz	Graduate Assistant	450.00
Fred P. Dickey	Graduate Assistant	450.00
C. H. Tindal	Graduate Assistant	450.00
Donald W. Bowman	Graduate Assistant	450.00
Harold B. Law	Graduate Assistant	450.00
Hugh B. Stewart	Graduate Assistant	450.00
Charles L. Semmelman	Graduate Assistant	450.00
J. G. Woodward	Graduate Assistant	450.00
Paul K. Weimer	Graduate Assistant	450.00
Joy O. Schock	Graduate Assistant	450.00
Martin E. Nelson	Graduate Assistant	450.00
John L. Hult	Graduate Assistant	450.00
Clarence W. Matthews	Graduate Assistant	450.00
George M. Vanator	Student Assistant	360.00
Harry C. Stieber	Student Assistant	360.00

\$108,239.00

Political Science

Henry R. Spencer	Professor and Chairman.....	\$ 5,508.00
Harvey Walker	Professor	5,112.00
E. Allen Helms	Professor	3,564.00
Francis R. Aumann	Associate Professor	3,812.00
H. Schuyler Foster, Jr.	Assistant Professor	2,820.00
Frederic W. Heimberger	Instructor	2,568.00
	Instructor	2,448.00
Earl E. Warner	Instructor	1,836.00

7-10-'39

Howard L. Hamilton	Instructor	No salary
Ceph LeRoy Stephens	Assistant	954.00
Paul Kelso	Assistant	954.00
		\$ 29,076.00
<i>Romance Languages</i>		
William S. Hendrix	Professor and Chairman.....	\$ 5,364.00
George R. Havens	Professor	6,108.00
Robert E. Rockwood	Professor	4,848.00
Robert E. Monroe	Professor	4,752.00
Don L. Demorest	Professor	4,512.00
Olin H. Moore	Professor	4,356.00
Claude E. Anibal	Professor	4,356.00
Alexander H. Schutz	Professor	4,080.00
Theodore E. Hamilton	Emeritus Assistant Professor..	600.00
	(eff. 9-1)	
Theodore E. Hamilton	Assistant Professor (2 months)	460.00
Santiago Gutierrez	Assistant Professor (part time)	2,028.00
Theodore R. Bowie	Instructor	3,060.00
Gertrude Walsh	Instructor	2,304.00
Girdler B. Fitch	Instructor	2,052.00
Jose R. Palomo	Instructor	2,052.00
Harry Rogers	Instructor	2,040.00
Demetrio Cabarga	Instructor	1,836.00
Edward W. Bieghler	Instructor	1,836.00
Walter E. Meiden	Instructor	1,836.00
Sheldon Robertson	Assistant	954.00
Charles E. Carlut	Assistant	954.00
	Assistant	900.00
	Assistant	900.00
		\$ 62,188.00
<i>School of Journalism</i>		
James E. Pollard	Professor and Director.....	\$ 4,728.00
Joseph S. Myers	Emeritus Professor	1,272.00
Osman C. Hooper	Emeritus Professor	1,200.00
Norval N. Luxon	Associate Professor	3,372.00
Lester C. Getzloe	Assistant Professor	3,888.00
Edward N. Doan	Assistant Professor	2,868.00
Harold K. Schellenger	Instructor (part time)	250.00
Harry R. O'Brien	Lecturer	900.00
William Mendel	Editor— <i>Lantern</i>	300.00
*Amon Gross	Business Manager— <i>Lantern</i> ..	200.00
Clara Baker	Bookkeeper	1,380.00
Gertrude Hettinger	Stenographer	1,080.00
Edward N. Doan	Assistant Professor	666.00
		\$ 22,104.00
<i>Speech</i>		
Victor A. Ketcham	Professor and Chairman.....	\$ 5,508.00
Earl W. Wiley	Professor	4,596.00
Herman A. Miller	Professor	3,672.00
James Carrell	Assistant Professor	2,868.00
Eugene Bahn	Assistant Professor	2,832.00
Elbert R. Moses, Jr.	Assistant Professor	2,580.00
Marie K. Mason	Assistant Professor	2,668.00
Bert Emsley	Assistant Professor	2,304.00
Donald W. Riley	Instructor	2,172.00
Frances E. Jones	Instructor	1,836.00
C. Emory Glander	Assistant	954.00
Roy D. Murphy	Assistant	900.00
Albert Capuder	Assistant	900.00
Ramon George	Graduate Assistant	450.00
John V. Irwin	Graduate Assistant	450.00
Frances X. Brilty	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
R. Wayne Masters	Graduate Assistant	450.00
Louis Kellogg	Graduate Assistant	450.00
Ray E. Keesey	Assistant	300.00
J. Edwin Gordon	Assistant	300.00
		\$ 39,744.00
Total for College of Arts and Sciences.....		\$790,424.00

* Plus commissions to be determined.

COLLEGE OF COMMERCE AND ADMINISTRATION

Administration

Walter C. Weidler	Dean	\$ 6,600.00
C. Wells Reeder	Junior Dean	4,596.00
John F. Mee	Director of Placement.....	1,836.00
	(part time)	
Claire Harmeyer	Assistant to Dean.....	2,568.00
Nell Gainer	Stenographer	2,100.00
Harriet Skidmore Blair	Stenographer	1,260.00
Dorothy G. Suydam	Stenographer	1,200.00
Ragna S. Ingwaldsen	Stenographer	1,200.00
Anne C. Totten	Stenographer	1,200.00
Tillie B. Harmon	Stenographer	1,020.00
Florence G. Morgan	Stenographer	1,020.00
Gay Nuzum	Stenographer	1,020.00
Corinne Steele Weston	Stenographer	1,020.00
Martha Feth	Stenographer	1,020.00
Betty Suydam	Stenographer	1,020.00
Isabel W. Ward	Stenographer	960.00
Alice E. Heer	Telephone Operator	1,020.00
		<hr/>
		\$ 30,660.00

Accounting

Jacob B. Taylor	Professor and Chairman.....	\$ 5,604.00
George W. Eckelbery	Professor	6,108.00
Hermann C. Miller	Professor	4,224.00
J. B. Heckert	Associate Professor	4,128.00
William E. Dickerson	Associate Professor	3,696.00
Russell S. Willcox	Associate Professor	3,672.00
Daniel M. Shonting	Assistant Professor	2,916.00
Dallas S. Bolon	Lecturer	2,412.00
W. J. Fleig	Instructor	2,352.00
James R. McCoy	Instructor	2,304.00
Walter C. Burnham	Instructor	2,052.00
Walter D. Wall	Lecturer	792.00
John D. Choate	Assistant	900.00
John Manchester	Assistant	900.00
	Assistant	900.00
James R. McCoy	Instructor	600.00
Donald Moore	Assistant	800.00
		<hr/>
		\$ 43,860.00

Bureau of Business Research

Viva Boothe	Professor and Acting Director	\$ 4,596.00
Lester S. Kellogg	Assistant Professor	4,080.00
James C. Yocum	Assistant Professor (special)..	3,060.00
Erla Wombold	Secretary (Stenographer)	1,800.00
Laura Miller	Mimeograph Operator	900.00
		<hr/>
		\$ 14,436.00

Business Organization

Harold H. Maynard	Professor and Chairman.....	\$ 5,508.00
Felix E. Held	Professor and Secretary of the College	5,244.00
Henry E. Hoagland	Professor	6,108.00
Theodore N. Beckman	Professor	4,836.00
Charles A. Dice	Professor	4,728.00
Ralph C. Davis	Professor	4,728.00
William M. Duffus	Professor	4,728.00
Kenneth Dameron	Associate Professor	4,380.00
Harry W. Cordell	Associate Professor	3,888.00
Montgomery E. Pike	Associate Professor	3,492.00
*Donald C. Power	Associate Professor (part time)	2,040.00
Milo Kimball	Assistant Professor	3,876.00
N. Gilbert Riddle	Assistant Professor	3,492.00
J. Wayne Ley	Assistant Professor	3,060.00
Elvin F. Donaldson	Assistant Professor	2,928.00
Orin E. Burley	Assistant Professor	2,928.00
Herman C. Nolen	Assistant Professor	2,808.00
Cary W. Bowers	Assistant Professor	2,688.00
Michael Jucius	Assistant Professor	2,688.00
John F. Mee	Instructor	612.00
Warren Whitlinger	Assistant	900.00
Tom F. Jones	Assistant	900.00
Allen Meyer	Graduate Assistant	450.00

John W. McNeill	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	150.00
	Reader	150.00
	Reader	150.00
Felix E. Held	Professor	1,000.00
J. Wayne Ley	Assistant Professor	250.00
Dillard E. Bird	Reader	50.00
		<hr/>
		\$ 80,560.00

Economics

Albert Wolfe	Professor and Chairman.....	\$ 5,508.00
Thomas L. Kibler	Professor	5,376.00
H. Gordon Hayes	Professor	4,824.00
Henry F. Walradt	Professor	4,728.00
L. Edwin Smart	Associate Professor	4,380.00
Edison L. Bowers	Associate Professor	4,380.00
Clifford L. James	Associate Professor	3,576.00
Virgil Willit	Associate Professor	3,264.00
Henry J. Bitterman	Associate Professor	3,156.00
Alma Herbst	Associate Professor	3,156.00
Robert D. Patton	Assistant Professor	3,264.00
R. H. Rowntree	Assistant Professor	3,060.00
Walter Egle	Assistant Professor	2,808.00
Richard T. Stevens	Instructor	2,172.00
Edward C. Welsh	Instructor	2,172.00
David M. Harrison	Instructor	2,052.00
William B. Shaffer	Instructor	2,052.00
Benjamin Caplan	Instructor	2,052.00
Michael Sapir	Instructor	2,052.00
Leonard A. Doyle	Instructor	2,052.00
Philip P. Schaffner	Instructor	2,052.00
Sidney C. Sufrin	Instructor	2,052.00
	Instructor	2,052.00
	Instructor	2,052.00
Arthur Salz	Professor	2,040.00
John N. Hart	Assistant	900.00
John R. Field	Assistant (part time)	350.00
Clare Distel	Assistant (part time)	300.00
Frances E. Kirby	Assistant (part time)	150.00
Sam Arnold	Graduate Assistant	450.00
Gordon W. McKinley	Graduate Assistant	450.00
Robert E. Emmer	Graduate Assistant	450.00
Merlin Smeiker	Graduate Assistant	450.00
William R. Bigler	Graduate Assistant	450.00
Virgil C. Crisafulli	Graduate Assistant	450.00
Edgar E. Poulton	Graduate Assistant	300.00
Irvin Sobel	Graduate Assistant	300.00
		<hr/>
		\$ 81,332.00

Geography

Guy-Harold Smith	Professor and Chairman.....	\$ 4,596.00
Eugene Van Cleef	Professor	4,836.00
Charles C. Huntington	Professor	4,536.00
Roderick Peattie	Professor	4,188.00
Fred A. Carlson	Professor	4,080.00
Alfred J. Wright	Assistant Professor	2,808.00
Webster McBryde	Instructor	2,304.00
	Instructor	2,052.00
Lowry B. Karnes	Assistant	750.00
Alford Archer	Assistant	750.00
Arthur H. Robinson	Assistant	600.00
Barbara Kathleen Archer	Graduate Assistant	450.00
Walter G. Lezius	Graduate Assistant	450.00
Eugene W. Miller	Graduate Assistant	450.00
Alford Archer	Assistant	150.00
Arthur H. Robinson	Assistant	150.00
		<hr/>
		\$ 33,150.00

School of Social Administration

Charles C. Stillman	Professor and Chairman.....	\$ 6,108.00
James E. Hagerty	Professor	5,664.00

* On leave without salary to December 31, 1939.

Stockton Raymond	Professor	5,112.00	
John A. Mark	Professor	4,068.00	
Robert G. Paterson	Professor (part time)	996.00	
	(special)		
Wilbur C. Batchelor	Associate Professor	3,948.00	
John A. Reimers	Assistant Professor	3,672.00	
Elsie V. Jones	Assistant Professor	3,384.00	
William J. Blackburn, Jr.	Assistant Professor	3,060.00	
Merriss Cornell	Instructor (part time)	1,400.00	
	(special)		
Donald D. Shira	Lecturer	300.00	
Carroll Day Tibbals	Assistant to Director.....	1,500.00	
Wilbur C. Batchelor	Associate Professor	800.00	
			\$ 40,012.00

Sociology

Frederick E. Lumley	Professor and Chairman.....	\$ 5,664.00	
Cecil C. North	Professor	5,196.00	
Perry P. Denune	Associate Professor	4,728.00	
Lloyd A. Cook	Associate Professor	3,652.00	
John P. Gillin	Assistant Professor	3,228.00	
Harold E. Wetzel	Instructor	2,052.00	
Florence Greenhoe	Instructor	2,052.00	
Ina Telberg	Instructor	1,836.00	
Raymond L. Gibbs	Assistant	900.00	
Orden C. Smucker	Assistant	900.00	
	Assistant	900.00	
Christopher E. Sower	Assistant	900.00	
Ersel E. LeMasters	Assistant	900.00	
	Graduate Assistant	150.00	
James A. Quinn	Associate Professor	900.00	
Rupert Koeninger	Assistant	300.00	
Ersel E. LeMasters	Assistant	300.00	
Edwin M. Lemert	Assistant	300.00	
			\$ 34,758.00
Total for College of Commerce and Administration...			\$358,768.00

COLLEGE OF DENTISTRY

Wendell D. Postle	Acting Dean	\$ 4,740.00	
Harry M. Semans	Dean Emeritus	1,236.00	
William C. Graham	Emeritus Professor (eff. 9-1)..	1,416.00	
William C. Graham	Professor (2 months)	750.00	
Harvey V. Cottrell	Emeritus Professor (eff. 9-1)..	1,104.00	
Harvey V. Cottrell	Professor (2 months)	750.00	
Irwin A. Bottenhorn	Professor	4,596.00	
Clyde H. Hebble	Associate Professor	1,608.00	
Earl G. Jones	Associate Professor	1,080.00	
Paul C. Kitchin	Associate Professor	3,864.00	
Charles W. Strosnider	Assistant Professor	4,284.00	
Roland B. Wiltberger	Assistant Professor	1,092.00	
Frank C. Starr	Assistant Professor	1,080.00	
Herbert S. Shumway	Instructor	1,800.00	
Louis E. Reif	Instructor	1,404.00	
Robert E. Wade	Instructor (8 months)	800.00	
Victor L. Steffel	Instructor	700.00	
Total for College of Dentistry.....			\$ 32,304.00

COLLEGE OF EDUCATION

Administration

Arthur J. Klein	Dean	\$ 7,116.00	
Leston L. Love	Junior Dean	4,596.00	
R. D. Bennett	Secretary of College and Associate Professor	3,804.00	
Lester T. Nicholas	Assistant to Dean	2,076.00	
Martha M. Bidwell	Assistant to Junior Dean.....	1,500.00	
Doris E. Clickenger	Assistant	1,200.00	
Eleanor T. Ludeman	Student Advisor	1,868.00	
Merle E. Dunn	Stenographer	1,404.00	
Winifred Hiles	Stenographer	1,404.00	
Helen Heimberger	Stenographer	1,404.00	
Faye M. DuBois	Stenographer	1,308.00	

Rowena R. Travis	Stenographer	1,200.00	
Marjorie N. Lisle	Stenographer	1,200.00	
Olga S. Krill	Stenographer	1,080.00	
Frances L. John	Stenographer	1,200.00	
Pauline Kelsner Norris	Stenographer	1,020.00	
Delia Harris Ingles	Stenographer	1,020.00	
Florobel Carpenter	Stenographer	1,020.00	
Wilda McCallister	Stenographer	996.00	
Catherine M. Riley	Stenographer	960.00	
Mary Anne Walker	Stenographer	960.00	
Ruth Vaughters	Stenographer	960.00	
	Stenographer (student)	540.00	
Caroline Hoffman	Stenographer (half time)	480.00	
Marguerite J. McCoy	Stenographer (4 months)	840.00	
Carolyn W. Welsh	Typist	1,164.00	
Eather M. Ulmer	Typist	1,020.00	
Esther U. Bowerman	Clerk	1,140.00	
Virginia G. Morrison	Clerks	570.00	
	Clerk (1½ months)	114.00	
Wanda L. Martin	Clerk (2 months)	152.00	
Ruth Beattie	Clerk (2 months)	152.00	
Elinor Marion	Assistant (part time)	150.00	
Jean Failing	Assistant	50.00	
			\$ 45,628.00
<i>Bureau of Special Education</i>			
Charles Scott Berry	Director and Professor of Psychology	\$ 7,608.00	
Herschel W. Nisonger	Assistant Director and Professor of Adult Education	4,596.00	
Wilda Rosebrook	Associate Professor	3,576.00	
			\$ 15,780.00
<i>Bureau of Educational Research</i>			
W. W. Charters	Director and Professor	\$ 7,608.00	
Thomas C. Holy	Professor	4,908.00	
Edgar Dale	Professor	4,008.00	
Earl W. Anderson	Professor (half time)	2,604.00	
Wilford M. Aikin	Research Associate and Profes- sor of Education	1,500.00	
Louis E. Rath	Research Associate and Assoc- iate Professor	5,100.00	
Ross L. Mooney	Research Associate and Assist- ant Professor	4,080.00	
I. Keith Tyler	Research Associate and Assist- ant Professor	4,080.00	
Josephine MacLatchy	Assistant Professor	3,168.00	
Robert W. Richey	Research Assistant	1,200.00	
William J. Jones	Research Assistant	1,200.00	
Alice L. Crist	Research Assistant (3 months)	300.00	
Louise Walcutt	Research Assistant	900.00	
Vaughn W. Fry	Research Assistant	No salary	
John G. Odgers, Jr.	Research Assistant	No salary	
Hazel L. Gibbons	Research Assistant	No salary	
Adelaide Lowdermilk	Assistant to Director	2,100.00	
Ruth E. Seeger	Bibliographical Assistant	1,900.00	
Audrey Knowlton	Bibliographical Assistant	1,260.00	
Mary Ewan	Assistant	1,944.00	
Doris E. Clickenger	Placement Assistant	300.00	
Ruth Humphreyville	Assistant (part time)	555.00	
Nancy Mason Dasher	Copyholder	1,200.00	
Edna McLaughlin	Stenographer	1,200.00	
Edna R. Cooke	Stenographer	1,200.00	
Audrey R. Mayer	Stenographer	1,200.00	
Louise English Davis	Stenographer	1,200.00	
Ila H. Church	Stenographer	1,200.00	
Marie Kellstadt	Typist	1,200.00	
Jane Burrows	Stenographer (3 months)	240.00	
Sam Zlotnick	Student Clerk (2½ months)....	200.00	
Mary Margaret Edler	Student Clerk (2½ months)....	200.00	
Janet Clover	Stenographer (part time)	50.00	
	(1 month)		
			\$ 57,805.00

Education

Harvey H. Davis	Professor and Chairman.....	\$ 5,712.00
Harold B. Alberty	Professor	No salary
Boyd H. Bode	Professor	7,032.00
Ervin E. Lewis	Professor	6,672.00
John L. Clifton	Professor	5,832.00
Howard F. Seely	Professor	5,508.00
Dan H. Eikenberry	Professor	5,292.00
Harry G. Good	Professor	4,884.00
Laura Zirbes	Professor	4,848.00
William H. Stone	Professor	4,812.00
Edwin W. Pahlow	Professor	4,764.00
Arch O. Heck	Professor	4,764.00
Ward G. Reeder	Professor	4,500.00
Virginia Sanderson	Professor	4,596.00
William E. Warner	Professor	4,596.00
Ruth Streitz	Professor	4,584.00
H. Gordon Hullfish	Professor	4,452.00
Roscoe H. Eckelberry	Professor	4,092.00
Frederick C. Landsittel	Professor	4,176.00
Orville G. Brim	Professor (special)	2,388.00
Earl W. Anderson	Professor (half time)	2,604.00
George R. Twiss	Emeritus Professor	552.00
Guybert P. Cahoon	Associate Professor	4,832.00
James B. Sharp	Associate Professor	4,128.00
Robert E. Smith	Associate Professor	4,092.00
Wilfred Eberhart	Assistant Professor (special) ..	2,040.00
	Instructor	2,448.00
	Instructor	2,448.00
Charles B. Mendenhall	Instructor	2,436.00
James D. Teller	Instructor	2,062.00
Orin B. Graff	Instructor	2,052.00
Inez R. Wells	Instructor	1,956.00
	Instructor (part time)	900.00
Clarence C. Ross	Assistant	900.00
	Assistant	900.00
Victor Bowers	Assistant	900.00
Merle R. Sumption	Assistant	801.00
Alan Griffin	Assistant	801.00
	Assistant	801.00
	Assistant	600.00
Norma Kirkendall	Assistant (part time)	100.00
W. L. Sprouse	Graduate Assistant	450.00
	Graduate Assistant	450.00
Don Faulkner	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
Charles E. Prall	Professor	1,100.00
Thomas C. Holy	Professor	1,026.00
Heber Sotzin	Professor	550.00
Joseph K. Hart	Professor	200.00
Miles E. Cary	Associate Professor	1,200.00
M. M. Chambers	Associate Professor	450.00
A. H. Moehlman	Associate Professor (part time)	450.00
Wilfred Eberhart	Assistant Professor	500.00
J. K. Skipper	Instructor	500.00
A. W. Anderson	Instructor	500.00
R. H. Richards	Instructor	500.00
O. B. Graff	Instructor	500.00
Merle Sumption	Instructor	400.00
R. Lee Hornbake	Instructor	400.00
Burl N. Osburn	Instructor	400.00
Olive Woodruff	Instructor	200.00
Gladys Risden	Instructor	200.00
George Salt	Instructor (part time)	100.00
John M. Trytten	Lecturer	1,100.00
E. W. Bollinger	Lecturer	300.00
L. K. Replogle	Lecturer	250.00
Laura Johnston	Assistant	300.00
W. L. Sprouse	Assistant	300.00
L. W. Harding	Assistant	287.00
David Temple	Assistant	287.00
William A. Hackett	Assistant	287.00
O. H. P. Snyder	Assistant	150.00
Kenneth Henderson	Assistant	150.00

J. Crawford Bower	Assistant	150.00
Bernard W. Dornbirer	Assistant	150.00
Robert E. Black	Assistant	150.00
Isaac Thut	Assistant	150.00
Walter R. Williams, Jr.	Assistant	150.00
Ann Paterson	Assistant	100.00
John Ramseyer	Assistant	100.00
Willis Whitehead	Assistant (part time)	100.00
Harold Reynard	Assistant	100.00
Robert Fink	Assistant	100.00
Paul Parker	Graduate Assistant	100.00
T. H. Everhart	Graduate Assistant	150.00
Evelyn McClelland	Graduate Assistant	50.00
John H. Thompson	Instructor	450.00

\$147,884.00

Fine Arts

James R. Hopkins	Professor and Chairman	\$ 5,664.00
Arthur E. Baggs	Professor	5,664.00
Ralph S. Fanning	Professor	5,196.00
Alice R. Robinson	Professor	3,312.00
Hoyt Leon Sherman	Associate Professor	3,192.00
Erwin F. Frey	Associate Professor	3,060.00
Carolyn G. Bradley	Associate Professor	3,060.00
Frank J. Roos, Jr.	Associate Professor	3,060.00
Carlton Atherton	Assistant Professor	2,760.00
Will Rannells	Assistant Professor	2,760.00
James W. Grimes, Jr.	Assistant Professor	2,676.00
Edgar Littlefield	Assistant Professor	2,520.00
Robert M. Gatrell	Assistant Professor	2,148.00
Marjorie H. Batchelder	Assistant Professor	1,836.00
Anthony Anderla	Instructor	2,028.00
Harold A. Mitts	Instructor	1,836.00
Robert M. Coffin	Instructor	1,836.00
Anita Landacre	Instructor	1,776.00
Ralston C. Thompson	Instructor	1,644.00
Marian J. Reber	Instructor (part time)	1,536.00
	(special)	
Margaret S. Fetzer	Instructor (part time)	900.00
	(special)	
Philip B. Blakesly	Assistant	900.00
Robert D. King	Assistant	800.00
Dorothy I. Relyea	Assistant	702.00
Hester A. Robinson	Assistant	702.00
Ann E. Stelhorn	Assistant	450.00
	Assistant	150.00
Erwin F. Frey	Associate Professor and Acting Chairman	667.00
Robert M. Gatrell	Assistant Professor	466.00
Will Rannells	Assistant Professor	300.00
Edgar Littlefield	Instructor	500.00
Margaret Fetzer	Instructor	400.00
Anita Landacre	Instructor	200.00
Charles G. Yeager	Instructor	200.00
Herbert Sanders	Assistant	150.00

\$ 65,051.00

Music

Eugene J. Weigel	Professor and Acting Chairman	\$ 4,968.00
Joseph A. Leeder	Professor	4,728.00
Louis H. Diercks	Professor	4,176.00
M. Emmet Wilson	Professor	4,176.00
Cloea Thomas	Assistant Professor	3,408.00
Maude M. Slawson	Assistant Professor	3,408.00
Dale V. Gilliland	Assistant Professor	3,060.00
M. Edith Jones	Assistant Professor	2,700.00
Walter Kob	Assistant Professor	2,364.00
Manley R. Whitcomb	Assistant Professor	2,352.00
William McBride	Assistant Professor	2,328.00
George Hardesty	Assistant Professor	2,328.00
Hilda Dierker	Assistant Professor	2,316.00
Lela Hardy	Assistant Professor	2,316.00
Howard S. Wilson	Instructor	2,568.00
Miriam Smart Mooney	Instructor	2,328.00
Clare E. Grundman	Instructor	2,052.00

Marguerite L. Miller	Instructor	1,908.00	
Mary Phillips	Instructor (part time)	450.00	
Eleanor Anawalt	Assistant	450.00	
Jean R. Clymer	Graduate Assistant	450.00	
Samuel R. Goldman	Graduate Assistant	450.00	
Eugene J. Weigel	Professor	550.00	
Louis H. Diercks	Professor	500.00	
Don Morrison	Assistant Professor	450.00	
M. Edith Jones	Assistant Professor	300.00	
Olwen Jones	Assistant Professor	300.00	
Dale V. Gilliland	Assistant Professor	300.00	
William B. McBride	Assistant Professor	260.00	
George E. Hardesty	Assistant Professor	240.00	
Thomas H. Hamilton	Professor	450.00	
Manley R. Whitcomb	Instructor	540.00	
Clare E. Grundman	Instructor	340.00	
Dorothy Jane Lord	Instructor	300.00	
Eleanor Anawalt	Instructor (part time)	240.00	
Samuel R. Goldman	Assistant	480.00	
			\$ 60,584.00
<i>Psychology</i>			
Harold E. Burt	Professor and Acting Chairman	\$ 5,100.00	
Henry H. Goddard	Emeritus Professor	1,068.00	
Herbert A. Toops	Professor	5,568.00	
Francis N. Maxfield	Professor	5,436.00	
Floyd C. Dockera	Professor	5,388.00	
Horace B. English	Professor	5,256.00	
	Professor	5,100.00	
Samuel Renshaw	Professor	4,824.00	
Sidney L. Pressey	Professor	4,572.00	
Robert D. Williams	Professor	3,888.00	
Willard L. Valentine	Associate Professor	3,672.00	
A. Sophie Rogers	Associate Professor	3,060.00	
Mervin A. Durea	Assistant Professor	3,840.00	
Francis F. Robinson	Assistant Professor	3,672.00	
Emily L. Stogdill	Assistant Professor	2,700.00	
Robert Y. Walker	Instructor	2,052.00	
Bronson Price	Instructor	2,052.00	
Delos D. Wickens	Instructor	2,052.00	
William C. Biel	Instructor	2,052.00	
Edward J. Carr	Instructor	2,052.00	
Lawrence O'Kelly	Instructor (part time)	1,536.00	
Reign H. Bittner	Instructor (part time)	1,536.00	
I. Lynn Hampton	Assistant	2,400.00	
Lois M. Hilgeman	Clinical Assistant	1,500.00	
Anne E. Royer	Clerk	1,200.00	
Charles C. Gibbons	Assistant	954.00	
Thelma A. Herndon	Assistant	954.00	
Raymond C. Kuhlen	Assistant	954.00	
Edmund P. Marx	Assistant	954.00	
Lawrence P. Marx	Assistant	954.00	
Elias H. Porter	Assistant	954.00	
Ruth Vendig Raimy	Assistant	954.00	
William A. Benton Schrader	Assistant	954.00	
Richard W. Wallen	Assistant	954.00	
Milton M. Parker	Assistant	954.00	
Sherwood McIntyre	Assistant	954.00	
Kenneth E. Clark	Assistant	954.00	
Gene A. Waller	Assistant	954.00	
Richard H. Leukart	Assistant	954.00	
Elwood Senderling	Assistant	954.00	
Dorothy Hilty	Assistant (part time)	100.00	
John Henry Rapparlie	Graduate Assistant	450.00	
Nicholas Hobbs	Graduate Assistant	450.00	
Victor C. Raimy	Graduate Assistant	450.00	
George W. Knox	Graduate Assistant	450.00	
Frances S. Johnson	Graduate Assistant	450.00	
	Graduate Assistant	450.00	
John L. Holmes	Graduate Assistant	450.00	
Charles Hursh	Student Assistant	284.00	
Kurt Koffka	Professor	750.00	
C. M. Louttit	Professor	750.00	
John L. Holmes	Graduate Assistant	150.00	
Harold A. Edgerton	Assistant Professor	No salary	
			\$101,070.00

University School

Harold B. Alberty	Director of University Schools and Professor	\$ 6,600.00
Harold P. Fawcett	Associate Professor and Associate Director	4,416.00
Lou L. La Brant	Professor	4,092.00
Charles C. Cowell	Associate Professor	3,888.00
Charles C. Weidemann	Associate Professor	3,578.00
Arthur H. Moehlman	Associate Professor	3,372.00
C. Warren Moore	Assistant Professor	3,576.00
Rose Lammel	Assistant Professor	3,576.00
Margaret Willis	Assistant Professor	3,180.00
Norma Albright	Assistant Professor	2,888.00
Everett J. Kircher	Assistant Professor	2,808.00
Virginia H. Blunt	Assistant Professor	2,760.00
William A. Van Til	Assistant Professor	2,760.00
Dale Wantling	Assistant Professor	2,448.00
Mary A. Giles	Instructor	2,568.00
Louise Asplund	Instructor	2,566.00
Mary Jane Loomis	Instructor	1,836.00
Victor B. Coutant	Instructor	1,836.00
George E. Salt	Instructor	1,836.00
John A. Ramseyer	Instructor	1,788.00
Oreon Keeslar	Instructor	1,836.00
Harold E. Reynard	Instructor	1,740.00
Marjorie Hammel	Instructor (part time)	1,692.00
	(special)	
Catherine E. Hennessey	Instructor	1,536.00
Alice M. Johnson	Dietitian and Instructor	1,224.00
Frieda M. Heller	Librarian and Associate Professor	600.00
Janet C. MacLeod	Assistant Librarian	3,552.00
Louise M. Ort	Nurse	1,356.00
Rebecca C. Kindler	Secretary	1,608.00
Florence E. Moore	Secretary	1,200.00
Elizabeth McGinty	Stenographer	900.00
Sarah Jane Fink	Assistant	1,308.00
William S. Casey	Assistant	1,500.00
Beth Wilson Thewlis	Assistant	1,350.00
Evelyn M. McClelland	Assistant	1,350.00
Marjorie H. Post	Graduate Assistant	1,300.00
Paul O. Parker	Graduate Assistant	450.00
Paul T. Doelker	Graduate Assistant	450.00
Helen E. Shively	Graduate Assistant	450.00
Beryl D. Hensel	Graduate Assistant	450.00
Eugene A. Waters	Assistant Professor	On leave

Elementary School

Cecile C. Swales	Instructor and Teacher in charge of Elementary Schools.....	\$ 2,556.00
Catharine M. Williams	Instructor	2,400.00
Nelle Morris	Instructor	2,172.00
Edna DeBolt Salt	Instructor	2,025.00
Lois Kirkpatrick Matthias	Instructor	1,932.00

Summer Demonstration School

Cecile C. Swales	Instructor	\$ 400.00
Roberta Green	Instructor	400.00
Olive Jackson	Instructor	300.00
Mary Jane Loomis	Instructor	300.00
Edna DeBolt Salt	Instructor	300.00
Blanche Kent	Instructor	300.00
Louise Asplund	Instructor	300.00
Margaret E. Sutton	Instructor	300.00
Beth Wilson Thewlis	Instructor	300.00
Ray Snyder	Instructor	200.00
John Marquis	Assistant	50.00
Ruth Shane	Assistant	50.00
Ellen Laughead	Assistant to Observers	50.00

\$102,977.00

Workshop—Secondary School Curriculum

Lloyd A. Cook	Associate Professor	No salary
Everett Kircher	Assistant Professor	No salary
Robert Coffin	Instructor	No salary
Alan Griffin	Instructor	No salary
Charles B. Mendenhall	Instructor	No salary
(Above salaries paid direct by the Progressive Education Association)		
Joseph K. Hart	Professor	\$ 600.00
W. C. Croxton	Professor	500.00
Paul Sears	Professor	200.00
Evelyn Eastman	Instructor	600.00
Gerhart W. Wiebe	Instructor	500.00
		<hr/>
		\$ 2,400.00
Total for College of Education.....		<hr/>
		\$599,129.00

COLLEGE OF ENGINEERING

Administration

Charles E. MacQuigg	Dean	\$ 7,608.00
William D. Turnbull	Junior Dean	4,596.00
Embury A. Hitchcock	Dean Emeritus	1,452.00
Lenora Glasgow	Secretary to Dean.....	2,424.00
	(Stenographer)	
Lilyan B. Bradshaw	Clerk	1,500.00
Helen M. Vogel	Clerk	1,260.00
Dorothea Fismer	Stenographer	1,200.00
Annie Fraser	Stenographer	1,260.00
Mina Kennedy	Stenographer	1,140.00
Catherine L. Liddil	Stenographer	1,080.00
Annette M. Shugert	Stenographer	1,080.00
Ruth E. Brown	Stenographer	1,080.00
Martha Sullivan	Stenographer	1,080.00
Ruth M. Manker	Stenographer	1,020.00
Kathryn G. Schankweiler	Stenographer	960.00
		<hr/>
		\$ 28,740.00

Architecture and Landscape Architecture

Charles S. Chubb	Professor and Chairman.....	\$ 5,388.00
Herbert Baumer	Professor	5,388.00
Wilbert C. Ronan	Professor	4,164.00
Joseph N. Bradford	Emeritus Professor of Archi- tecture	1,152.00
Charles R. Sutton	Associate Professor	3,672.00
Richard S. Buck, Jr.	Assistant Professor	3,060.00
Galen F. Oman	Assistant Professor	3,000.00
Morris E. Trotter, Jr.	Assistant Professor	2,868.00
Marion V. Packard	Assistant	702.00
	Student Assistant	300.00
		<hr/>
		\$ 29,694.00

Ceramic Engineering

Arthur S. Watts	Professor and Chairman.....	\$ 4,896.00
John L. Carruthers	Professor	4,416.00
Robert M. King	Associate Professor	3,924.00
Charles B. Tauber	Assistant	750.00
		<hr/>
		\$ 13,986.00

Chemical Engineering

James R. Withrow	Professor and Chairman.....	\$ 5,508.00
Joseph H. Koffolt	Associate Professor	3,672.00
L. Kermit Herndon	Assistant Professor	2,668.00
James O. Pence	Instructor	1,668.00
Stuart B. Row	Instructor	1,428.00
Charles R. Owens	Instructor (part time) (special)	855.00
Elden D. Haller	Assistant	1,300.00
George B. Hughey	Assistant	900.00
Harvey H. Grice	Graduate Assistant	450.00
Elton B. Gunyou	Graduate Assistant	450.00
Edward J. Haven	Graduate Assistant	450.00
Daniel W. Duncan	Graduate Assistant	450.00
Richard A. Clark	Graduate Assistant	450.00
Tse Kao Wu	Graduate Assistant	450.00
Fred E. Levy	Graduate Assistant	300.00

Mary Wing Robb	Assistant	1,000.00
G. M. Machwart	Associate Professor	500.00
L. Kermit Herndon	Assistant Professor	500.00
George B. Hughey	Assistant	150.00

\$ 23,049.00

Civil Engineering

Clyde T. Morris	Professor and Chairman	\$ 5,808.00
Edwin F. Coddington	Professor	4,728.00
John C. Prior	Professor	4,500.00
Roscoe C. Sloane	Professor	4,224.00
Jacob R. Shank	Professor	2,124.00
George E. Large	Associate Professor	4,092.00
John M. Montz	Associate Professor	3,192.00
Claude H. Wall	Associate Professor	2,844.00
Oscar J. Marshall	Assistant Professor	2,760.00
Charles O. Dawson	Assistant (part time)	900.00
	Student Assistant	90.00

Civil Engineering Summer Camp

Roscoe C. Sloane	Camp Director	600.00
John M. Montz	Associate Professor	400.00
Claude H. Wall	Assistant Professor	350.00
Earl E. Burnett	Cook	120.00

\$ 36,732.00

Electrical Engineering

Erwin E. Dreese	Professor and Chairman	\$ 8,880.00
Harold Bibber	Professor	6,360.00
William L. Everitt	Professor	5,616.00
F. C. Caldwell	Emeritus Professor (eff. 9-1)	1,152.00
F. C. Caldwell	Professor (2 months)	848.00
E. E. Kimberly	Associate Professor	3,084.00
	Assistant Professor	3,672.00
Kwan Yau Tang	Assistant Professor	2,460.00
E. M. Boone	Assistant Professor	2,304.00
R. C. Higgy	Assistant Professor	No salary
Jerome E. Williams	Instructor	1,968.00
Allan A. Kunze	Instructor	1,908.00
	Instructor	900.00
John B. Heffelfinger	Graduate Assistant	450.00
George Sinclair	Graduate Assistant	450.00
Walter K. Halstead	Graduate Assistant	450.00
F. Carlin Weimer	Graduate Assistant	450.00
Roger J. Pieracci	Graduate Assistant	450.00
John B. Heffelfinger	Graduate Assistant	150.00
Earl B. McDowell	Assistant	1,800.00
*Susannah L. Bryant	Assistant	1,116.00
John Dankworth	Technical Assistant	1,500.00
C. E. Katzenberger	Assistant (2 months)	176.00

* On leave for 3 months.

\$ 46,144.00

Engineering Drawing

Thomas E. French	Professor and Chairman	\$ 5,508.00
Robert Meiklejohn	Professor	4,284.00
Owen E. Williams	Professor	3,528.00
Wooster B. Field	Professor	3,528.00
Ralph S. Paffenbarger	Professor	3,528.00
Allen McManigal	Associate Professor	3,228.00
Lawrence D. Jones	Associate Professor and Secretary of the College	3,084.00
Charles D. Cooper	Assistant Professor	2,736.00
Jay N. Edmondson	Assistant Professor	2,556.00
Harry H. Brittingham	Assistant Professor	2,556.00
Charles J. Vierck	Assistant Professor	2,556.00
Gilbert Coddington	Instructor	1,836.00
Alfred J. Philby	Instructor	1,836.00
Fairfax E. Watkins	Instructor	1,836.00
Paul E. Machovina	Instructor	1,836.00
L. R. Schruben	Instructor	1,644.00
Hollie W. Shupe	Instructor	1,644.00
Glada M. Weaver	Assistant	1,000.00
	Student Assistant	300.00
	Student Assistant	300.00

\$ 49,324.00

Engineering Experiment Station

Charles E. MacQuigg	Director	\$ 1,800.00
Jacob R. Shank	Assistant Director	3,000.00
John M. Weed	Associate Professor, Civil Engineering and Editor.....	3,576.00
Frank H. Eno	Emeritus Professor	1,080.00
George A. Bole	Research Professor	4,284.00
	Research Professor of Civil Engineering (part time)...	3,672.00
Arthur H. Dierker	Senior Research Engineer and Assistant Professor of Metallurgical Engineering	3,168.00
	(10 months)	
George A. Loomis	Senior Research Engineer and Assistant Professor of Ceramic Engineering	2,040.00
	(part time)	
Harold H. Dawson	Junior Research Engineer.....	1,680.00
Ralston Russell, Jr.	Research Assistant	1,440.00
Harry D. Foster	Research Assistant (part time)	1,200.00
Mildred DePue	Stenographer	1,260.00
Rupert L. Atkin	Student Stenographer	600.00
Helen Eckert	Stenographer (part time)	540.00
Henri Hoffman	Engineer	2,040.00
Gerald L. Lee	Station Mechanic and Laboratory Assistant	1,560.00
Frank A. Young	Equipment Custodian	1,320.00
Christopher E. Sherman	Emeritus Professor of Civil Engineering (eff. 9-1)	1,164.00
Christopher E. Sherman	Research Professor of Civil Engineering (2 months) ...	600.00
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		\$ 36,024.00

Industrial Engineering

John Younger	Professor and Chairman.....	\$ 5,808.00
William A. Knight	Emeritus Professor of Industrial Engineering	636.00
Paul N. Lehoczky	Associate Professor	3,240.00
O. D. Rickly	Assistant Professor	2,448.00
Rudolph P. Schneider	Assistant Professor	2,256.00
J. R. Stitt	Assistant Professor of Welding Engineering	825.00
Guy Cooper	Instructor	2,256.00
Jacob A. Foust	Instructor	2,256.00
Harold M. Poole	Instructor	2,100.00
Robert L. Folden	Assistant	1,500.00
James C. Thomas	Assistant	960.00
Kenneth K. Edgar	Assistant	1,200.00
John F. Cooke	Laborer	1,080.00
	Student Assistant	150.00
H. M. Wiggins	Student Assistant	150.00
Louis A. Schultz	Student Assistant	150.00
Harry D. Moore	Student Assistant	150.00
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		\$ 27,165.00

Mechanical Engineering

Franklin W. Marquis	Professor and Chairman.....	\$ 5,628.00
Carl A. Norman	Professor	4,260.00
Karl W. Stinson	Professor	4,104.00
Aubrey I. Brown	Professor	3,804.00
Paul Bucher	Professor	3,612.00
Horace Judd	Emeritus Professor (eff. 9-1) ..	636.00
Horace Judd	Professor (2 months)	600.00
George N. Moffatt	Associate Professor	3,120.00
Samuel R. Beitler	Associate Professor	3,060.00
Charles P. Roberts	Associate Professor	2,940.00
Salvatore M. Marco	Instructor	2,208.00
E. J. Lindahl	Instructor	1,336.00
Eugene K. Falls	Assistant (part time)	300.00
Helmut W. Engelman	Student Assistant	300.00
Orly Musgrave	Student Assistant	300.00
John P. Kramer	Assistant	1,320.00
R. L. Pratt	Helper and Fireman	2,112.00
Robert T. Simpson	Machinist	1,896.00
Richard M. Jones	Laborer	1,200.00
Aubrey I. Brown	Professor	500.00
		<hr/>
		\$ 43,786.00

Mechanics

Percy W. Ott	Professor and Chairman.....	\$ 4,632.00
James E. Boyd	Emeritus Professor	1,140.00
Samuel B. Folk	Associate Professor	3,562.00
Ralph W. Powell	Associate Professor	2,866.00
Edgar C. Clark	Assistant Professor	2,796.00
Leroy Tucker	Assistant Professor	2,616.00
David C. Williams	Instructor	2,052.00
Geoffrey A. Miller	Graduate Assistant	300.00
	Graduate Assistant	150.00
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		\$ 20,094.00

Metallurgy

Dana J. Demorest	Professor and Chairman.....	\$ 5,148.00
William A. Mueller.	Professor	4,044.00
James O. Lord	Associate Professor	3,562.00
Laurie J. Rautio	Instructor	2,760.00
		<hr/>
		\$ 15,504.00

Mine Engineering

Harry E. Nold	Professor and Chairman.....	\$ 4,836.00
Edward V. O'Rourke	Professor	4,104.00
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		\$ 8,940.00

Mineralogy

William J. McCaughey	Professor and Chairman.....	\$ 5,148.00
Arthur M. Brant	Associate Professor	3,180.00
	Graduate Assistant	450.00
	Student Assistant	180.00
		<hr/>
		\$ 8,958.00

Photography

Francis William Davis	Assistant Professor and Act- ing Chairman	\$ 2,196.00
A. Lloyd Reber	Instructor	1,836.00
Harry G. Binau	Assistant	960.00
	Graduate Assistant	450.00
Nina Padovan Coccia	Stenographer (part time)	480.00
		<hr/>
		\$ 5,922.00

Total for College of Engineering..... \$894,013.00

COLLEGE OF LAW

	Dean	\$ 8,880.00
John E. Hallen	Professor	6,612.00
Harry W. Vanneman	Professor	6,120.00
Silas A. Harris	Professor	6,120.00
Robert E. Mathews	Professor	5,508.00
Arthur T. Martin	Professor	5,112.00
Norman D. Lattin	Professor	4,608.00
Robert M. Hunter	Professor	4,368.00
William H. Rose	Professor	4,128.00
Alonzo H. Tuttle	Professor (part time)	2,556.00
Frank R. Strong	Associate Professor	5,100.00
	Assistant to Dean.....	1,500.00
Ruth Erwine	Assistant to Dean.....	1,200.00
Margaret Daehler	Assistant to Director of Legal Stenographer	1,200.00
Dorothea Worthing	Stenographer	1,200.00
Herschel W. Arant	Dean	1,000.00
Silas A. Harris	Professor	750.00
William H. Rose	Professor	675.00
Robert M. Hunter	Professor	450.00
Lester W. Feezer	Professor	425.00
Arthur T. Martin	Professor	400.00
Harry W. Vanneman	Professor	400.00
Norman D. Lattin	Professor	375.00
Frank R. Strong	Associate Professor	375.00
		<hr/>
		\$ 69,062.00

Total for College of Law..... \$ 69,062.00

COLLEGE OF MEDICINE

Administration

J. H. J. Upham	Dean and Director of Hospital	\$ 8,100.00
Arthur J. Linn	Secretary to Dean	2,304.00
Corvin A. Starkey	Technical Assistant	2,100.00
Margaret R. Colburn	Technical Assistant	2,004.00
Earl Schofield	Technical Assistant	1,800.00
Marian A. Snively	Technical Assistant	1,500.00
Johnnie Robert Bee	Technical Assistant	1,200.00
Edythe Lynn	Technical Assistant	1,020.00
		<hr/>
		\$ 20,028.00

Anatomy

Rollo C. Baker	Professor and Chairman	\$ 4,896.00
Ralph A. Knouff	Professor	4,596.00
Linden F. Edwards	Associate Professor	3,252.00
Hugh E. Setterfield	Associate Professor	3,060.00
Dwight M. Palmer	Assistant Professor	2,760.00
Paul B. Yates	Assistant Professor	2,568.00
Grant O. Graves	Assistant Professor	2,568.00
Emory S. James	Instructor	2,148.00
Morris B. Guthrie	Instructor (part time) (special)	900.00
Ruth Penfield	Research Assistant	1,200.00
Arnold Whiting	Technician	1,200.00
Don A. Urban	Assistant (part time)	450.00
Bernard M. Schneider	Assistant (part time)	450.00
Morris L. Battles	Assistant (part time)	450.00
Robert H. English	Assistant (part time)	450.00
Francis W. McCoy	Assistant (part time)	450.00
Harold K. Treece	Assistant (part time)	450.00
Jasper M. Hedges	Assistant (part time)	450.00
John C. Holliday	Graduate Assistant	450.00
	Assistant (part time)	300.00
		<hr/>
		\$ 33,048.00

Dispensaries

Earl H. Baxter	Assistant Professor	\$ 284.00
Samuel D. Edelman	Assistant Professor	284.00
Mary A. Graber	Instructor	312.00
Camille J. DeLor	Instructor	500.00
Robert C. Kirk	Instructor	500.00
John P. Farson	Instructor	300.00
Oscar W. Jepsen	Instructor	200.00
Harve M. Clodfelter	Instructor	200.00
John H. Mitchell	Instructor	200.00
Thomas E. Rardin	Instructor	100.00
Herbert D. Emswiler	Instructor	96.00
J. Clyde Vanneter	Instructor	96.00
Robert Schoene	Instructor	No salary
Clark Pritchett	Instructor	No salary
Morris Guthrie	Assistant	400.00
William F. Mitchell	Assistant	200.00
Howard R. Mitchell	Assistant	200.00
Oscar L. Coddington	Assistant	192.00
Dana W. Cox	Assistant	192.00
Harold V. Postle	Assistant	96.00
Thomas F. Ross	Assistant	96.00
J. E. Arrington	Assistant	No salary
D. G. Sanor	Instructor	No salary
		<hr/>
		\$ 4,448.00

Medicine

Charles A. Doan	Professor and Chairman of Medicine and Director of Medical Research	\$ 8,880.00
Elijah J. Gordon	Clinical Professor of Medicine and Director of Dispensaries	3,864.00
Elmer G. Horton	Emeritus Professor (Pediatrics) (eff. 9-1)	1,104.00
Elmer G. Horton	Professor (2 months)	368.00
Charles J. Shepard	Clinical Professor (Dermatology)	100.00
Bruce K. Wiseman	Associate Professor of Medicine	4,092.00
Franklin C. Wagenhals	Associate Clinical Professor... (Neurology)	300.00
George I. Nelson	Associate Clinical Professor... (Medicine)	3,108.00

Solomon A. Hatfield	Associate Clinical Professor... (Medicine)	2,052.00
Lear H. Van Buskirk	Associate Clinical Professor... (Medicine)	2,052.00
Earl H. Baxter	Associate Clinical Professor... (Pediatrics)	750.00
Phillip T. Knies	Assistant Clinical Professor...	1,000.00
Samuel D. Edelman	Assistant Clinical Professor... (Pediatrics)	750.00
George T. Harding	Assistant Clinical Professor... (Psychiatry)	200.00
Ben C. Houghton	Instructor	1,836.00
James R. Reeves	Instructor	1,836.00
John E. Brown, Jr.	Clinical Instructor (Pediatrics)	300.00
Mary Ann Graber	Clinical Instructor (Pediatrics)	300.00
Samuel J. Goldstein	Clinical Instructor	300.00
C. C. Sherburne	Clinical Instructor (Medicine)	200.00
Thomas E. Rardin	Clinical Instructor	200.00
Max P. Kanter	Clinical Instructor (Medicine)	150.00
Donald E. Yochem	Clinical Instructor	150.00
Marion L. Ainsworth	Clinical Instructor (Pediatrics)	100.00
Harrison Evans	Clinical Instructor	100.00
Herbert M. Platter	Lecturer in Medical Law.....	240.00
Jonathan Forman	Lecturer on Allergy.....	100.00
R. W. Kissane	Lecturer on Cardiology.....	100.00
Warren W. Hicks	Clinical Assistant	192.00
C. C. Landen	Clinical Assistant	100.00
Etta Mae Willis	Research Assistant	1,500.00
Bruce A. Shepard	Research Assistant	1,200.00
Joseph H. J. Akeroyd	Research Chemist	1,200.00
Margaret Ann Johnson	Technical Assistant	912.00
Jo B. Welch	Technical Assistant	912.00
Donald Mahanna	Instructor	500.00
William F. Shepard	Laboratory Assistant	996.00
Florence Melvin	Medical Illustrator	1,008.00
Mabel M. Haverfield	Secretary	1,500.00
Dorothy K. Cranmer	Stenographer	1,080.00
Jacob J. Coons	Emeritus Clinical Professor of Medicine	No salary
Laurence H. Snyder	Professor (Genetics)	No salary
John W. Wilce	Clinical Professor	No salary
J. Fremont Bateman	Clinical Professor (Medicine).	No salary
Paul C. Kitchin	Associate Professor	No salary
Morse F. Osborn	Associate Clinical Professor...	No salary
Oram C. Woolpert	Associate Professor	No salary
Alfred W. Bosworth	Assistant Professor	No salary
Casper H. Benson	(Biochemical Research)	
James A. Beer	Assistant Clinical Professor of Medicine (Tuberculosis) ...	No salary
Shirley Armstrong	Assistant Clinical Professor...	No salary
Charlotte Winnemore	Assistant Clinical Professor...	No salary
Grant O. Graves	Instructor (Neurology)	No salary
Dwight M. Palmer	Instructor (Neuro-Psychiatry)	No salary
James M. Foley	Clinical Instructor	No salary
Myron D. Miller	Clinical Instructor	No salary
John H. Mitchell	Clinical Instructor	No salary
Burton F. Barney	Clinical Instructor	No salary
Nicholas Michael	(Dermatology)	
Camille J. DeLor	Clinical Instructor (Psychiatry)	No salary
Robert Kirk	Clinical Instructor (Medicine)	No salary
John E. Hoberg	Clinical Instructor	No salary
Clark Pritchett	(Pediatric Dispensary)	
Robert H. Schoene	Clinical Instructor (Dispensary)	No salary
Harve M. Clodfelter	Clinical Instructor (Dispensary)	No salary
Sidney M. McCurdy	Clinical Instructor (Dispensary)	No salary
Beatrice L. Postle	Lecturer	No salary
Clara G. Bonner	Clinical Assistant (Psychiatry)	No salary
Lawrence Senseman	Clinical Assistant	No salary
Dan Morse	Clinical Assistant (Psychiatry)	No salary
	Clinical Assistant	No salary
	(Tuberculosis Dispensary)	

Robin H. Obetz	Clinical Assistant in Medicine.	No salary
William F. Mitchell	Clinical Assistant (Medicine)..	No salary
Rollo W. Bonnell	Clinical Assistant	No salary
	(Medical Dispensary)	
Ruth A. Koons	Clinical Assistant	No salary
	(Pediatric Dispensary)	
Joseph H. Shepard	Clinical Assistant	No salary
	(Dermatology)	
James J. Hughes	Clinical Assistant	No salary
	(Physical Diagnosis)	
Eugene H. Sterne, Jr.	Voluntary Research Fellow....	No salary
Sarah H. Bowditch	Voluntary Research Fellow....	No salary
		<u>\$ 45,632.00</u>

Obstetrics

Andrews Rogers	Professor and Chairman.....	\$ 3,672.00
Francis Ward Davis	Assistant Professor	2,328.00
Charles W. Pavey	Assistant Professor and Act- ing Resident	1,008.00
Herman W. Koerper	Assistant Professor	960.00
Thomas F. Ross	Instructor and Acting Resident (Dispensaries)	1,104.00
J. Clyde Vanneter	Instructor	No salary
Dana Wesley Cox	Assistant	No salary
		<u>\$ 9,072.00</u>

Ophthalmology

Albert D. Frost	Professor and Chairman.....	\$ 500.00
John B. Alcorn	Emeritus Assistant Professor..	No salary
W. A. Stoutenborough	Instructor	150.00
Harry M. Sage	Instructor	150.00
Claude S. Perry	Instructor	150.00
Hugh C. Thompson	Clinical Assistant	500.00
Francis W. Thomas	Assistant	100.00
Robert E. Quinn	Assistant	50.00
Harold V. Postle	Assistant	No salary
Arthur B. McConagha	Assistant	No salary
		<u>\$ 1,600.00</u>

Oto-Laryngology

Hugh G. Beatty	Professor and Chairman.....	\$ 600.00
T. Rees Williams	Assistant Professor	300.00
Russel G. Means	Instructor	300.00
Morris Goldberg	Instructor	200.00
Edward W. Harris	Instructor	200.00
Herbert Emswiler	Instructor	100.00
		<u>\$ 1,700.00</u>

Pathology

Emmerich von Haam	Professor and Chairman.....	\$ 6,100.00
Carl L. Spohr	Emeritus Professor	648.00
Harry L. Reinhart	Associate Professor of Clinical Pathology	1,320.00
Horace B. Davidson	Assistant Professor (parttime)	1,200.00
Ralph W. Pagel	Instructor	1,968.00
Sylvester F. Crynes	Instructor	1,836.00
George Y. Shinowara	Instructor (part time)	1,020.00
Sloan J. Wilson	Instructor	900.00
Marie Moorhead	Instructor (part time)	816.00
Russell Milliser	Instructor	600.00
Roswell S. Fidler	Instructor	No salary
Frank C. Andrus	Instructor	No salary
Catherine Ann Brennan	Research Assistant	1,100.00
Mortimer Banks	Technical Assistant	1,400.00
Winifred Robinson	Technical Assistant	1,200.00
Kathryn M. Bankhardt	Technical Assistant	1,224.00
Mildred E. Bottigheimer	Technical Assistant	1,080.00
Ralph M. Hartwell	Assistant in Clinical Pathology	900.00
K. B. Grim	Resident Pathologist	600.00
J. A. Hull	Resident Pathologist	600.00
G. Frank Jones, Jr.	Resident Pathologist	550.00
W. J. Miller	Resident Pathologist	No salary
		<u>\$ 25,062.00</u>

Physiological Chemistry

Clayton S. Smith	Professor and Chairman.....	\$ 4,692.00
John B. Brown	Associate Professor	4,044.00
Helen L. Wikoff	Assistant Professor	2,760.00
Adrian C. Kuyper	Instructor	2,304.00
Samuel Rosenfeld, Jr.	Instructor (special)	1,200.00
Joseph B. McClelland	Assistant	964.00
Joseph F. Vincent	Assistant	964.00
Alfred E. Brown	Graduate Assistant	450.00
Roscoe C. Millican	Graduate Assistant	450.00
Jean F. Caul	Graduate Assistant	450.00
Edwin H. Ellison	Graduate Assistant	450.00
Jerome S. Frankel	Graduate Assistant	150.00
Roscell T. Preston	Technical Assistant	1,200.00
Sylvanus Conley	Technical Assistant	1,008.00
Helen L. Linn	Technical Assistant	750.00

\$ 21,816.00

Physiology

Frank A. Hartman	Professor and Chairman.....	\$ 7,108.00
Raymond J. Seymour	Professor	4,284.00
Edwin P. Durrant	Emeritus Professor	216.00
Fred A. Hitchcock	Associate Professor	3,276.00
Emil Bozler	Assistant Professor	3,576.00
Gordon C. Ring	Assistant Professor	3,576.00
Rollin R. Durant	Assistant Professor	2,820.00
Saul L. Cohen	Instructor	3,060.00
Harold W. Schultz	Instructor	2,040.00
Samuel R. Tipton	Instructor	1,968.00
	Instructor	1,788.00
Floyd R. Stauffer	Assistant (part time)	450.00
Katharine Anna Brownell	Research Assistant	1,800.00
Jonathan Thatcher	Research Assistant	1,500.00
Ella McNeal	Research Assistant (10 months)	500.00
	Research Assistant (10 months)	500.00
Hugh B. McGlade	Technical Assistant	1,632.00
Elmon McDaniel	Technical Assistant	1,200.00
Ruth M. Stouffer	Technical Assistant	1,200.00
Randolph Andrews	Assistant	1,008.00
Glenn W. Scofield	Assistant Storekeeper	1,104.00
Floyd R. Stauffer	Graduate Assistant	150.00

\$ 44,756.00

School of Nursing

Priscilla K. Hall	Director	\$ 3,672.00
Vera Warner	Assistant Professor — Nursing Education	2,448.00
Saima Huber	Assistant Professor — Medical and Psychiatric Nursing...	2,040.00
	Instructor — Public Health Nursing	3,060.00
Italia Sears	Instructor — Obstetric Nursing	2,040.00
Eleanor Rothrock	Instructor — Pediatric Nursing	2,040.00
Mable I. Darrington	Instructor — Nursing Arts....	2,040.00
Eva Brunt Smith	Instructor — Surgical Nursing...	1,836.00
	Instructor — Field Nursing...	600.00
	Instructor — Field Nursing...	600.00
Vivian Ellis	Assistant	720.00
Edythe Massey	Clerk	1,020.00

\$ 22,116.00

Surgery and Gynecology

Verne A. Dodd	Professor and Chairman.....	\$ 4,680.00
Lealie L. Bigelow	Professor of Clinical Surgery..	3,060.00
William N. Taylor	Professor of Genito- Urinary Surgery	2,760.00
John W. Means	Professor of Clinical Surgery..	2,520.00
Philip J. Reel	Professor of Gynecology.....	2,256.00
Luke V. Zartman	Associate Professor of Clinical Surgery	1,104.00
Hugh J. Means	Associate Professor	900.00
Paul H. Charlton	Assistant Professor of Clinical Surgery	2,148.00
Louis J. Roth	Assistant Professor of Clinical Genito-Urinary Surgery ...	696.00

Edward H. Wilson	Assistant Professor of Orthopedic Surgery	500.00
Judson D. Wilson	Assistant Professor of Orthopedic Surgery	300.00
Harry E. LeFever	Instructor	600.00
Edward T. Kirkendall	Instructor	300.00
Huston F. Fulton	Instructor	200.00
Conrad A. Kuehn	Instructor in Genito-Urinary ..	196.00
Walter H. Hamilton	Instructor	180.00
George B. Watson	Assistant	996.00
Tom F. Lewis	Assistant in Gynecology.....	300.00
Edwin J. Stedem	Instructor	No salary
Fred Fletcher	Professor	No salary
Isaac B. Harris	Professor	No salary
Paul W. Palmer	Instructor	No salary
Joseph M. Dunn	Instructor in Clinical Surgery.	No salary
Howard E. Boucher	Instructor in Clinical Surgery.	No salary
Gilman D. Kirk	Instructor	No salary
Drew L. Davies	Instructor	No salary
John V. Horst	Instructor in Gynecology.....	No salary
H. P. Worstell	Instructor	No salary
Chester S. Shinbach	Instructor in Orthopedics.....	No salary
Clyde W. Dawson	Instructor in Orthopedics.....	No salary
Henry B. Lacey	Instructor	No salary
Roy J. Secrest	Assistant	No salary
William B. Harris	Assistant	No salary
		\$ 23,696.00

Surgical Research

George M. Curtis	Professor of Surgery and Chairman of Research Surgery..	\$ 6,108.00
Frank E. Hamilton	Instructor	1,856.00
Ruth Bierbaum Roush	Assistant	1,050.00
Marinda Wickham	Assistant in Research Surgery	750.00
Jack Greenfield	Research Assistant	1,600.00
Robert A. Davison	Research Assistant	225.00
Frederick M. Flickinger	Research Assistant	225.00
Mary E. Frame	Secretary (Stenographer)	1,650.00
Frederick G. Smith	Assistant in Research Surgery	No salary
		\$ 12,864.00

*Starling-Loving Hospital**Administration*

		Code	
J. H. J. Upham	Dean and Director.....		No salary
	Assistant Director.....		\$ 3,600.00
Anna C. Nida	Clinical Patient Supervisor	1	2,040.00
	(Financial Investigator)		
Alice B. Rowland	Investigator, Out-Patient Department	1	1,200.00
Elizabeth Simmerman	Director of Business Administration (Stenographer)	1	2,544.00
Leila Evans	Cashier (Clerk)	1	1,500.00
Leonora M. Adams	Bookkeeper	1	1,200.00
Alice B. Taylor	Clerk	1	1,200.00
Amber Hammond	Clerk	1	1,140.00
Wilma H. Dolezal	Clerk	3	972.00
Mary A. Rottman	Student Relief Clerk.....	3&4	636.00
Frederick A. Waltz	Student Clerk	3	516.00
Bertha Dillon	Admitting Clerk	1&4	996.00
Catherine L. Herman	Admitting Clerk	1&4	972.00
Florence Jones	Stenographer	1	1,140.00
Gertrude Hammell	Telephone Operator	1	1,020.00
Marie Connett	Telephone Operator	1	960.00
Attilio D. Puppel	Telephone Operator	1	900.00
Dale Walters	Orderly—Office	3&4	600.00
			\$ 23,136.00

Housekeeping

Beatrice Harlow	Housekeeper	3&4	\$ 900.00
Maude E. Ruth	Seamstress	1&4	702.00
Lulu F. Porter	Seamstress	1&4	702.00
Margaret Jones	Seamstress	1&4	654.00
Paul G. Blakely	Elevator Operator	3&4	828.00
Donald William Walters	Elevator Operator	3&4	600.00
Joseph Gleach	Technical Assistant		1,820.00

Ernest Long	Orderly—Janitor	1&4	1,122.00
Livingston Wright	Orderly—Janitor	1&4	1,014.00
W. W. Smith	Janitor	1	1,200.00
W. C. Miller	Janitor	1&4	980.00
Jesse Coles	Janitor	1&4	882.00
Lindsay Bozeman	Janitor	1&4	882.00
John H. Rowland	Janitor	1&4	882.00
Oliver Banks	Janitor	1&4	840.00
Alexander E. Sherrill	Janitor	1&4	720.00
Martha Davis	Janitress	1&4	588.00
Bertha Mae Trombley	Janitress	1&4	588.00
Hazel Lane	Janitress	1&4	588.00
Frances Moore	Janitress	1&4	588.00
Clementine Berry	Janitress	1&4	588.00
Bertha Wilson	Janitress	1&4	588.00
Sarah Moore	Janitress	1&4	588.00
Hilda Sherrill	Janitress	1&4	588.00
Russie Lane	Linen Room Helper	1&4	588.00
			\$ 19,470.00

Nursing Care

Ruth DeWolfe	Assistant Director and In- structor in Principles and Practice of Nursing	3&4	\$ 2,040.00
Esther Swendal	Head Nurse—3B	3&4	1,200.00
Gale Cox	Head Nurse—Isolation	3&4	1,200.00
Catherine Helman	Relief Night Supervisor	3&4	1,140.00
Mary T. Gordon	Assistant Head Nurse— 8d wards	3&4	1,060.00
Virginia McD. Bender	General Duty Nurse	3&4	900.00
Carmela Britton	General Duty Nurse	3&4	900.00
Betty Finke	General Duty Nurse	3&4	900.00
Leona James	General Duty Nurse	3&4	900.00
Jane Ackers	General Duty Nurse	3&4	900.00
Lela Beck	General Duty Nurse	3&4	900.00
Charles L. Miller	Orderly	3&4	684.00
Bruce B. Barber, Jr.	Orderly	3&4	684.00
Robert Reaser	Orderly	3&4	684.00
Curtis Daniels	Orderly	3&4	684.00
William Everett Rettig	Orderly	3&4	684.00
Woodrow Jobe	Orderly	3&4	684.00
John Puppel	Orderly	3&4	684.00
Julia Ake	Nurses Aide	3&4	504.00
Dorothy M. Freeland	Nurses Aide	3&4	504.00
Dorothy Ellen Jones	Nurses Aide	3&4	504.00
Louise E. Kiener	Nurses Aide	3&4	504.00
Virginia Klein	Nurses Aide	3&4	504.00
Stella Lee	Nurses Aide	3&4	504.00
Thelma McCoy	Nurses Aide	3&4	504.00
Margaret B. Sautter	Nurses Aide	3&4	504.00
Carolyn R. Shepard	Nurses Aide	3&4	504.00
Elizabeth Scranton	Nurses Aide	3&4	504.00
Helen Bower	Nurses Aide	3&4	504.00
			\$ 23,884.00

Nurses Home

Loretta Fitzer	Housemother	5	\$ 390.00
Charlotte Thum	Janitress	1&4	720.00
			\$ 1,110.00

Medical and Surgical Service

Josephine R. Barker	Head Nurse—Central Supply	3&4	\$ 1,254.00
Louise Kagay	Assistant Head Nurse	3&4	900.00
Max A. Hammel	Clinical Assistant	3&4	600.00
Emma H. Boyle	Resident—4th year	3&4	600.00
Zeph J. R. Hollenbeck	Resident	3&4	600.00
Paul C. Foeter	Resident	3&4	600.00
Richard Zollinger	Resident	3&4	600.00
C. Thomas Read	Assistant Resident	3&4	300.00
Harold D. Waltz	Assistant Resident	3&4	300.00
Charles R. Baber	Assistant Resident	3&4	300.00

Arthur James	Assistant Resident	3&4	300.00	
Cyril T. Surrington	Assistant Resident	3&4	300.00	
John S. Meier	Assistant Resident	3&4	300.00	
Robert F. Daly	Assistant Resident	3&4	300.00	
Robert A. Keating	Assistant Resident	3&4	300.00	
	Assistant Resident	3&4	300.00	
	Assistant Resident	3&4	300.00	
H. C. Haynie	Assistant Resident	3&4	300.00	
Stewart Wilson	2nd Year Intern	3&4	100.00	
William F. Armstrong	2nd Year Intern	3&4	100.00	
Emerson R. Hatcher	2nd Year Intern	3&4	100.00	
Morris B. Martin	2nd Year Intern	3&4	100.00	
Hall S. Wiedemer	Senior Intern	3&4	100.00	
James G. Healy	Intern	3&4	50.00	
Victor Kislser	Intern	3&4	50.00	
Harold K. Roberts	Intern	3&4	50.00	
	Intern	3&4	50.00	
	Intern	3&4	50.00	
				\$ 9,204.00
<i>Medical Records</i>				
Wanda Knox	Historian	1&4	\$ 1,200.00	
Judith Chadwick Clarke	Historian	1&4	1,080.00	
Alys A. Willison	Medical Record Clerk	1&4	960.00	
				\$ 3,240.00
<i>Operating Room and Anesthetics</i>				
Jessie Jasper	Anesthetist		\$ 2,300.00	
Emilie Kaiser	Anesthetist	3&4	1,632.00	
			& room	
Dorothy Tohms	Anesthetist	3&4	1,200.00	
			& room	
Louise Roane Kunkle	Instructor in Operating Room Technique	3&4	1,452.00	
Eloise Diehl	Assistant Head Nurse—Operating Room	3&4	1,254.00	
Margaret Pringle	Assistant Head Nurse—Operating Room	3&4	1,254.00	
Margaret Ross	Assistant Head Nurse—Operating Room	3&4	1,254.00	
John Long	Orderly—Janitor	1&4	1,200.00	
Charles T. Whimbs	Janitor	1&4	1,152.00	
Mabel Rowe	Nurses Aide	3&4	564.00	
Mary Jane Miller	Nurses Aide	3&4	504.00	
				\$ 13,766.00
<i>X-Ray</i>				
Hugh J. Means	Radiologist and Director			
	X-Ray Laboratory	1	\$ 1,032.00	
Faye Irvin	X-Ray Technician	1&4	1,800.00	
Alice M. Stemen	Technical Assistant	1&4	1,032.00	
				\$ 3,864.00
<i>Laboratories</i>				
Harry L. Reinhart	Pathologist	1	\$ 3,276.00	
Lura S. Ricketts	Assistant Chief Laboratory Technician	1&4	1,500.00	
Marie Moorehead	Clinical Bacteriologist and Serologist	1&4	1,020.00	
Ruth Patton	Medical Technologist	1&4	1,500.00	
Doris Goldman	Assistant Medical Technologist	1&4	900.00	
Mary Fulton	Assistant Medical Technologist	1&4	900.00	
Ralph M. Hartwell	Assistant Resident in Pathology	5	300.00	
Josephine Shoaf Fetro	Stenographer	1&4	1,500.00	
Ben Porter	Orderly—Laboratory	1&4	720.00	
				\$ 11,616.00
<i>Fever Therapy</i>				
Lucile C. Kester	Fever Therapy Technologist	3&4	\$ 1,500.00	\$ 1,500.00
<i>Radium Therapy</i>				
Verna Bowyer	Radium Nurse	3&4	\$ 1,200.00	\$ 1,200.00

Urology

Gladys Steenrod Robinson	Instructor in Urological		
	Nursing	3&4	\$ 1,104.00
Reginald A. Hancock	Resident	3&4	600.00
	& room		
			\$ 1,704.00

Emergency Room

Marie Connell	Head Nurse	3&4	\$ 1,254.00
Jessie Ullman	Supervisor	3&4	1,254.00
			\$ 2,508.00

Dietary

Emma McCormick	Director of Dietetics.....	3&4	\$ 2,400.00
Kathleen Scobie	Assistant Dietitian	3&4	1,464.00
Beatrice Evans	Administrative Dietitian..	3&4	1,104.00
	& room		
Carrie Fulwider	Pastry Cook	3&4	744.00
Mary Miller	Assistant Cook	3&4	864.00
Margaret Russell	Assistant Cook	3&4	780.00
Imogene Freeland	Assistant Cook	3&4	636.00
Gertrude Tolbert	Assistant Cook	3&4	588.00
Bert Rickman	Dishwasher	3&4	702.00
Lawrence Alexander	Dishwasher	3&4	618.00
Landon Reed	Kitchen Helper	3&4	702.00
Umphria Ware	Kitchen Helper	3&4	702.00
Lottie Moore	Diet Kitchen Helper.....	3&4	720.00
Edward Trent	Diet Kitchen Helper.....	3&4	648.00
Eileen Bryant Connor	Diet Kitchen Helper.....	3&4	588.00
Minnie Louise Gill	Diet Kitchen Helper.....	3&4	588.00
Opal Lee	Diet Kitchen Helper.....	3&4	588.00
Thelma Elizabeth Parker	Diet Kitchen Helper.....	3&4	588.00
Helen Thomas	Diet Kitchen Helper.....	3&4	588.00
Gussie Wright	Diet Kitchen Helper.....	3&4	588.00
Elizabeth Ballard	Diet Kitchen Helper.....	3&4	588.00
Lucy E. Weaver	Diet Kitchen Helper.....	3&4	588.00
Miriam Swinehart	Diet Kitchen Helper.....	3&4	588.00
	Diet Kitchen Helper.....	3&4	588.00
Edna Alexander	Assistant Cook	3&4	588.00
Lorraine Elizabeth Clipp	Waitress	3&4	588.00
Garlettia G. Dickson	Waitress	3&4	588.00
Florence M. Smith	Waitress	3&4	588.00
Loma Jeanne Yeamans	Waitress	3&4	588.00
Mary Ellen Flannigan	Nurses Aide	3&4	504.00
			\$ 22,584.00

Dispensary

Ferne DeVoll	Supervising Nurse	3&4	\$ 900.00
Elvira Ann Hertz	General Duty Nurse.....	3&4	900.00
Martha Stephens	General Duty Nurse.....	3&4	900.00
Lillie Puppel	General Duty Nurse.....	3&4	900.00
	General Duty Nurse.....	3&4	900.00
George Y. Shinowara	Chemical Pathologist	1&4	1,224.00
Katherine Worth	Technical Assistant	1&4	1,560.00
Eva Ponser	Technical Assistant	1&4	1,140.00
Edythe B. Potts	Historian	1&4	1,140.00
Marcia Rumbaugh	Cashier	1&4	1,020.00
James H. Griffin	Janitor	1&4	900.00
Lillian H. Williams	Janitress	1&4	588.00
Addie Burris	Maid	1&4	600.00
			\$ 12,672.00

Total for Starling-Loving Hospital..... \$151,458.00

Code:

1. 1 meal per day
2. 2 meals per day
3. 3 meals per day
4. Laundry of Uniforms
5. Complete Maintenance

St. Francis Hospital

George Bonnell	Resident	\$ 300.00
J. Langley Plymale	Resident	300.00
Benjamin Arnoff	Intern	125.00
Hugh C. Dorr	Intern	125.00

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Rosendo Forteza, Jr.	Intern	125.00	
Earl P. Knisely	Intern	125.00	
William F. Lovebury	Intern	125.00	
Ralph H. Shilling	Intern	125.00	
Jack S. Silberstein	Intern	125.00	
Gerald N. Wilson	Intern	125.00	
			\$ 1,600.00
Total for College of Medicine.....			\$417,298.00

COLLEGE OF PHARMACY

	Dean	\$ 5,100.00	
Clair A. Dye	Dean Emeritus (eff. 9-1).....	1,104.00	
Clair A. Dye	Dean (2 months)	1,002.00	
Clarence M. Brown	Associate Professor	3,888.00	
William S. Stevens	Assistant Professor	2,952.00	
Robert L. McMurray	Assistant Professor	2,668.00	
Charles L. Williams	Assistant Professor	2,472.00	
Harry P. Ulicny	Instructor	1,536.00	
Nolon H. Blosser	Student Assistant	198.00	
Joseph A. Zapotocky	Student Assistant	198.00	
Charles E. Bope	Student Assistant	198.00	
Frank W. Bope	Student Assistant	198.00	
Mary E. Collins	Stenographer	1,176.00	
			\$22,690.00
Total for College of Pharmacy.....			\$22,690.00

COLLEGE OF VETERINARY MEDICINE

<i>Administration</i>			
Oscar V. Brumley	Dean	\$ 6,348.00	
Walter R. Hobbs	Secretary of the College.....	No salary	
Marie Combs	Secretary to Dean.....	1,320.00	
	(Stenographer)		
Myrta Johnston	Typist	1,044.00	\$ 8,712.00
<i>Veterinary Anatomy</i>			
James D. Grossman	Professor	\$ 3,912.00	
Theodore C. Fitzgerald	Instructor	2,304.00	
William E. Bills	Instructor	1,968.00	
Victor Gene Foust	Technical Assistant	1,104.00	\$ 9,288.00
<i>Veterinary Medicine</i>			
Oscar V. Brumley	Professor	No salary	
Charles R. Donham	Professor	\$ 4,596.00	
Walter R. Hobbs	Professor	3,328.00	
John N. Shoemaker	Emeritus Professor	828.00	\$ 9,252.00
<i>Veterinary Parasitology</i>			
Russell E. Rebrassier	Professor	\$ 3,876.00	
Clarence A. Woodhouse	Instructor	2,304.00	
Harold D. James	Graduate Assistant	450.00	\$ 6,630.00
<i>Veterinary Pathology</i>			
Leonard W. Goss	Professor	\$ 4,728.00	
John W. Mills	Instructor	2,040.00	
Eleanor Graham	Technical Assistant	1,200.00	
A. Ferner Sellers	Graduate Assistant	450.00	
Ralph D. Barner	Graduate Assistant	450.00	\$ 8,868.00
<i>Veterinary Physiology and Pharmacology</i>			
Derwin W. Ashcraft	Assistant Professor	\$ 3,060.00	
Fred Kingma	Assistant	1,200.00	\$ 4,260.00
<i>Veterinary Research</i>			
Oscar V. Brumley	Professor	No salary	
Arthur F. Schalk	Professor	No salary	
Russell E. Rebrassier	Professor	No salary	
Bruce H. Edgington	Professor	216.00	
Clarence A. Woodhouse	Instructor	No salary	
John Helwig	Instructor	No salary	\$ 216.00

Veterinary Preventive Medicine

Arthur F. Schalk	Professor	\$ 5,864.00
John Helwig	Instructor	1,668.00

\$ 7,332.00

Veterinary Surgery and Clinics

Willard F. Guard	Professor	\$ 6,120.00
Walter R. Krill	Assistant Professor	2,916.00
Roy E. Nichols	Instructor	2,448.00
John H. Knapp	Instructor	1,800.00
Renna A. White	Bookkeeper	1,104.00
Clarence Lester	Groom	1,272.00
Robert Millington	Groom	1,260.00
Martin Stapleton	Groom	1,224.00

\$ 18,144.00

Total for College of Veterinary Medicine.....

\$ 72,702.00

GRADUATE SCHOOL

George F. Arps	Dean	\$ 7,116.00
William McPherson	Dean Emeritus	1,104.00
Alice A. Moran	Secretary of the Graduate School (Stenographer)	2,754.00
Marian E. Watjen	Secretary to the Dean..... (Stenographer)	1,500.00
Catherine M. Welch	Stenographer	1,200.00
Geraldine Blair	Assistant	1,080.00
Grace Lowry Moran	Assistant to Dean	1,304.00
Norman A. Preble	Research Fellow (12 months)..	960.00
John C. Sparks	Special Fellow	750.00
Glenn Carmer Couch	Fellow	400.00
Joseph W. Friedlander	Fellow	400.00
Ray Emerson Heiks	Fellow	400.00
John F. Moore	Fellow	400.00
Howard H. Rostorfer	Fellow	400.00
	Special Scholar	325.00
	Special Scholar	75.00
Paul R. Weidner	Scholar	250.00
Glenn Arthur Lowery	Scholar	250.00
Howard Church	Scholar	250.00
Leslie W. Gysel	Scholar	250.00
Howard McDonald	Scholar	250.00
Isaac Thut	Scholar	250.00
George E. Bechtolt	Scholar	250.00
Edward Bordin	Scholar	250.00
David Russell	Scholar	250.00
Neil W. Chamberlain	Scholar	250.00
John T. Clarke	Scholar	250.00
Stanley K. Coffman, Jr.	Scholar	250.00
Helen L. Culbertson	Scholar	250.00
Sarah E. M. Eason	Scholar	250.00
Hilda V. Gilliland	Scholar	250.00
Lowell W. Herron	Scholar	250.00
Janice D. Howenstine	Scholar	250.00
Everett H. Hurlburt	Scholar	250.00
Virginia J. McAllister	Scholar	250.00
	Scholar	250.00
Herman J. Reitz	Scholar	250.00
William U. Snyder	Scholar	250.00
Joseph W. Straley	Scholar	250.00
Stanley T. Vandersall	Scholar	250.00
Dorothy Ellen Wilson	Scholar	250.00
James A. Grossman	Scholar	250.00
Robert R. Fink	Scholar	250.00
Dai Ho Chun	Scholar	250.00
Tien Hsi Cheng	Scholar	100.00
Amel Menotti	Kettering Foundation Fellow..	No salary
Thomas E. Londergan	Kettering Foundation Fellow..	No salary
John W. Van Cleve	Kettering Foundation Fellow..	No salary

Total for Graduate School.....

\$ 27,018.00

PRESIDENT'S DIVISION

7-10-'39

Broadcasting Station

Robert C. Higgy	Director	\$ 4,080.00
Byron B. Williams	Program Supervisor	3,000.00
William F. Heimlich	Production Supervisor	2,640.00
Andrew L. Hammerschmidt	Technical Supervisor	2,256.00
Ann Charles	Music Supervisor	1,740.00
C. Wilbert Pettegrew	Station Editor	2,340.00
Joseph H. Wack	Radio Operator	1,500.00
H. Neil Black	Radio Operator	1,500.00
J. Philip Doelker	Assistant Announcer (2 months)	230.00
Donald Beam	Assistant Operator (eff. 7-5 to 8-19, 9-15 to 9-22)	220.00
	Assistant Operator	315.00
Dorothy L. Hahn	Stenographer	1,080.00
Rosemary Smith	Stenographer	960.00

\$ 21,861.00

Library

Earl N. Manchester	Librarian	\$ 5,664.00
Lillian Van Harlingen	Secretary to Librarian	2,100.00
Anna M. Green	Accession Librarian	2,640.00
Maud D. Jeffrey	Reference Librarian	3,060.00
Alice D. McKee	Assistant Reference Librarian	2,448.00
William R. Janeway	Assistant Reference Librarian	2,376.00
Glady J. Capell	Library Reference Assistant...	2,004.00
Bertha M. Schneider	Catalog Librarian	3,108.00
Ena Oertli	Cataloging Reviser	2,604.00
Maude E. Avery	Cataloger	2,400.00
Agnes B. Flanagan	Cataloger	2,304.00
Margaret Oldfather	Cataloger	2,100.00
Lilian H. Rose	Cataloger	2,016.00
Merle C. Derrenbacher	Cataloger	1,800.00
Adele T. Aungst	Cataloger	1,200.00
Evelyn Baker	Cataloger	1,200.00
Ilse Wilhelmi	Supervisor, Departmental Libraries	2,760.00
Helen L. Edmondson	Librarian—Education	2,400.00
Mildred V. Watson	Librarian—Commerce	1,992.00
Ethel M. Miller	Librarian—Botany	1,500.00
Gladyce Scott	Library Assistant	1,680.00
Ellen Michael	Library Assistant	1,656.00
Jane Kintner	Library Assistant	1,560.00
Esther Stroedter	Library Assistant	1,500.00
Lillian Michaelis	Library Assistant	1,440.00
Gertrude W. Nesbitt	Library Assistant	1,404.00
Marie Hopkins	Library Assistant	1,308.00
Lela Sinkey	Library Assistant	1,200.00
Helen DeSelm	Library Assistant	1,200.00
Eldra Hartley	Library Assistant	1,200.00
Margaret B. Millett	Library Assistant	1,176.00
Mary E. Cowles	Library Assistant	1,140.00
Georgiana Brawley	Library Assistant	1,080.00
Grace G. Scott	Library Assistant	1,080.00
Eleanor Olney	Library Assistant	1,080.00
Anne McLaughlin	Library Assistant	1,020.00
Dorothy E. Krepps	Library Assistant	1,020.00
Emily Sullivan	Library Assistant	1,020.00
Marian Estep	Library Assistant	960.00
Nadine Beatty	Library Assistant	900.00
Doris S. Kohn	Library Assistant	900.00
Pauline Ramsey	Library Assistant	900.00
Norman O. Pierce	Library Assistant	900.00
Claude M. Hayes	Library Assistant	900.00
Helen Robuck	Library Assistant	900.00
Marian Sloane	Library Assistant	900.00
Marian Hollingshead	Library Assistant	900.00
Frances Earhart	Library Assistant	900.00
J. Marguerite Thut	Library Assistant	900.00
Mary E. Riegger	Library Assistant	876.00
Muriel A. Thornhill	Library Assistant	720.00
Ruth Harrison	Library Assistant	660.00
Ada Carver	Library Assistant	600.00
Elmer V. English	Bookbinder	2,500.00
Gertrude Roehrer	Binderywoman	360.00
	Cataloger	800.00

\$ 86,916.00

Military Science

Otto L. Brunzell	Professor and Commandant...	\$ 500.00
G. L. Townsend	Professor Emeritus of Military Science and Tactics.....	No salary
Paul A. Barry	Associate Professor, Custodian of Military Property and Adjutant	2,282.00
India Jo Lupton	Stenographer	1,140.00
Eleanor J. Oglesby	Stenographer	960.00
Gene Alyce Grimes	Stenographer	960.00
Charles A. Beaucond	Assistant Professor	240.00
James F. Brooke, Jr.	Assistant Professor	240.00
Martin H. Burckes	Assistant Professor	240.00
Ralph J. Canine	Assistant Professor	240.00
Charles W. Cowles	Assistant Professor	240.00
James A. Dorst	Assistant Professor	240.00
Eacalus E. Elliott	Assistant Professor	240.00
Halstead C. Fowler	Assistant Professor	240.00
John G. Howard	Assistant Professor	240.00
Douglas V. Johnson	Assistant Professor	240.00
Harold A. Kurstedt	Assistant Professor	240.00
Joseph L. Langevin	Assistant Professor	240.00
Douglas Page	Assistant Professor	240.00
Harvey K. Palmer, Jr.	Assistant Professor	240.00
William E. Potter	Assistant Professor	240.00
Lyle E. Seeman	Assistant Professor	240.00
Alexander R. Sewall	Assistant Professor	240.00
Allan E. Smith	Assistant Professor	240.00
John C. Strickler	Assistant Professor	240.00
Edwin F. Shaffer	Assistant Professor	240.00
John Williams	Assistant	240.00
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		\$ 10,832.00

Physical Education for Men

L. W. St. John	Professor	\$ 5,604.00
Delbert Oberteuffer	Professor	5,112.00
F. R. Castleman	Professor	3,600.00
Francis A. Schmidt	Professor	1,000.00
Willard P. Ashbrook	Associate Professor	3,060.00
Walter E. Duffee	Associate Professor	2,412.00
Samuel H. Cobb	Assistant Professor	3,672.00
Glenn W. Howard	Assistant Professor	3,576.00
Richard C. Larkins	Assistant Professor	3,060.00
Bernard F. Mooney	Assistant Professor	2,448.00
Michael Peppe	Assistant Professor	2,448.00
Richard E. Stultz	Instructor	2,256.00
Carl J. Wirthwein	Instructor	2,052.00
Herman L. Wirthwein	Instructor	1,536.00
Frank A. Riebel	Part-time Instructor	300.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
Henry G. Cleaveland, II	Student Assistant	300.00
Milton Overholt	Student Assistant	300.00
Benjamin E. Carroll	Stenographer	1,800.00
Marie J. Manning	Stenographer (part time)	960.00
Delbert Oberteuffer	Professor	1,000.00
Francis A. Schmidt	Professor	450.00
Willard P. Ashbrook	Associate Professor	400.00
Wesley E. Fesler	Instructor	350.00
Paul E. Landis	Graduate Assistant	100.00
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		\$ 48,696.00

Physical Education for Women

Gladys E. Palmer	Professor and Chairman.....	\$ 4,284.00
Katharine H. Oberteuffer	Professor	3,276.00
Shirley Armstrong	Professor	1,848.00
Geneva Watson	Assistant Professor	2,352.00
Eather Gilman	Assistant Professor	2,304.00
Violet C. Boynton	Assistant Professor	2,256.00
Jennette A. Stein	Assistant Professor	2,148.00
Charlotte Winnemore	Assistant Professor	1,512.00
Mary M. Yost	Instructor	1,886.00
Mary D. Creamer	Instructor	1,716.00
Virginia Bone	Instructor	1,716.00

Ruth Hook	Instructor	1,536.00	
	Graduate Assistant	450.00	
	Graduate Assistant	450.00	
Margaret E. Gettinger	Assistant	996.00	
Eleanor Anawalt	Accompanist	960.00	
Lucy S. Tingley	Stenographer	1,260.00	
Maxine B. Longenecker	Stenographer	912.00	
Lissie Jane McBane	Matron	864.00	
Anna Mae Moss	Maid	684.00	
Gladys E. Palmer	Professor	500.00	
Ruth E. Grout	Professor	500.00	
Geneva Watson	Assistant Professor	400.00	
Jennette A. Stein	Assistant Professor	350.00	
Ruth Hook	Instructor	500.00	
Helen Alkire	Graduate Assistant	75.00	
			\$ 35,685.00

Franz Theodore Stone Laboratory

Thomas H. Langlois	Director	\$ 6,108.00	and house*
Charles F. Walker	Associate Professor	3,676.00	
David C. Chandler	Assistant Professor of Limnology	2,892.00	
Theodore H. Phillips	Caretaker	1,800.00	and house
Earnest H. Miller	Assistant Caretaker	1,500.00	
William S. McArtor	Clerk	1,070.00	
Raymond C. Osburn	Professor of Ichthyology	750.00	
Clarence H. Kennedy	Professor of Entomology	600.00	
Guy-Harold Smith	Professor of Geography	300.00	
J. Ernest Carman	Professor of Geology	300.00	
William F. Hahnert	Associate Professor	600.00	
Earl L. Core	Associate Professor of Botany	600.00	
David C. Chandler	Assistant Professor	325.00	
Bertil G. Anderson	Instructor in Animal Physiology	600.00	
Ernst Mayr	Lecturer	100.00	
Francis H. Herrick	Lecturer	100.00	
W. L. McAtee	Lecturer	100.00	
S. Charles Kendeigh	Lecturer	100.00	
Herbert Friedmann	Lecturer	100.00	
Margaret M. Nice	Lecturer	100.00	
Aldo Leopold	Lecturer	100.00	
	Janitor	150.00	
* House is property of U. S. Fisheries.			\$ 21,871.00

Total for President's Division..... \$225,861.00

ADMINISTRATIVE DIVISION

President's Office

George W. Rightmire	President	\$10,236.00	and house
J. L. Morrill	President Emeritus	3,660.00	
	Vice President	7,452.00	
	Assistant to President	5,400.00	
John E. Pryor	Statistician	3,924.00	
Katherine A. Vogel	Executive Clerk	2,916.00	
Miriam Long	Stenographer	1,620.00	
Naomi S. Wagy	Typist	1,560.00	
June D. Moore	Typist	1,560.00	
George W. Eckelberry	Director of Summer Quarter ..	756.00	
			\$ 39,084.00

Business Office

Carl E. Steeb	Secretary, Board of Trustees and Business Manager	\$ 6,108.00	and house
Katharine C. Taylor	Chief Clerk (Office Assistant) ..	1,968.00	
Adah P. Riggan	Stenographer	1,500.00	

Purchasing Department

R. M. Royer	Purchasing Agent	4,800.00	
George H. Siebert	Manager, Print Shop, Bookstore, Mailing Department (Book- store Manager)	4,704.00	
Mary E. Duffy	Stenographer	2,268.00	
Katherine R. Mueller	Clerk	1,560.00	
Sigid Gidlund	Typist	1,080.00	

Accounting Department

Charles A. Kuntz	Comptroller	5,112.00
Charley F. Miller	Assistant Comptroller	4,080.00
George F. Fischer	University Accountant	1,440.00
	(8 months)	
Mary Kraus	Personnel Clerk (Auditor)....	2,268.00
Floris D. Hane	Cashier (Typist)	2,328.00
Marian Evans	Typist	1,500.00
Dwight D. Guerin	Auditor (Inventory Clerk) ...	2,808.00
Eileen McCullough	Typist	1,200.00
Marjorie Kirkpatrick	Typist	1,020.00
Anna L. O'Rourke	Stenographer	1,320.00
Beulah Treadway	Comptometer Operator	1,020.00
Mildred Scott	Clerk	1,968.00
Florence Ford	Bookkeeper	1,620.00
Martha M. Beggs	Bookkeeper	1,200.00
A. L. White	Inventory Clerk	1,860.00
Samuel T. Price	Assistant Inventory Clerk....	1,560.00
Edna Fay	Clerk	1,260.00
	Typist	960.00
Mildred Trego	Typist	1,020.00
Velma I. Pollock	Typist	960.00
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		\$ 60,492.00

Registrar's Office

Edith D. Cockins	Registrar, University Editor, Alumni Recorder and Secre- tary of Faculty	\$ 5,196.00
Helen M. Clarke	Assistant Registrar	3,336.00
Ethyl Woodbury	Chief Schedule Clerk.....	2,652.00
Bonnie Woodbury	Chief Transcript Clerk.....	1,836.00
Ruth E. Agler	(Assistant to Registrar)	
Josephine Richardson	Assistant to Registrar.....	1,968.00
Ruth Evans	Assistant to Registrar.....	1,656.00
Betty Bonnet Shepherd	Assistant to Registrar.....	1,620.00
Marguerite J. Fox	(Stenographer)	
Mildred O. Williams	Assistant to Registrar.....	1,500.00
Dorothy C. Sinkey	Assistant to Registrar.....	1,500.00
Marguerite Buchanan	Assistant to Editor	1,500.00
Floy Core	(Assistant to Registrar)	
Doris C. Swan	Recorder	1,404.00
Dorotha Buckley	(Assistant to Registrar)	
Elizabeth Harley	Assistant to Registrar.....	1,320.00
Marjorie Fassig	Assistant to Registrar.....	1,320.00
Lucia B. Little	File Clerk	1,260.00
Joan Brightman	(Assistant to Registrar)	
Melba Griffin	Assistant to Registrar.....	1,200.00
Frances J. Coultrap	Assistant to Registrar.....	1,200.00
Eleanor Bricker	Assistant to Registrar.....	1,080.00
Margaret Bazler	Assistant to Registrar.....	1,080.00
Natalie Blanden	Assistant to Registrar.....	1,020.00
Jane H. Little	Assistant to Registrar.....	1,020.00
Lou Mesloh	Assistant to Registrar.....	1,020.00
Mary C. Garvin	Assistant to Registrar.....	1,020.00
Martha Ashbrook	Assistant to Registrar.....	1,020.00
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		\$ 43,248.00

Entrance Board

Bland L. Stradley	University Examiner	No salary
Howard C. Ginn	Assistant University Examiner in charge	\$ 3,108.00
Mary E. Morris	Assistant University Examiner (Clerk)	2,196.00
Adeline Underwood	Clerk	1,764.00
Leona Freshwater	Stenographer	1,200.00
Marie Mincks Pfahl	Stenographer	1,080.00
Ruth H. Adkins	Stenographer	1,032.00

Pauline Wittwer	Stenographer	972.00	
Frances Naylor	Assistant	960.00	
Jane Bowers	Clerk (5 months)	375.00	
Thelma L. Vilbrandt	Clerk (3 months)	225.00	
Ada Ruth Davis	Clerk (3 months)	225.00	
Elizabeth Hogue	Clerk (3 months)	210.00	
Charlotte Hancox	Clerk (3 months)	210.00	
	Clerk	90.00	
Eleanor Guilkey	Typist (3 months)	225.00	
			\$ 13,872.00
<i>Dean of Men</i>			
Joseph A. Park	Dean of Men	\$ 4,596.00	
Frederick Stecker	Assistant Dean of Men	2,448.00	
Lowell A. Wrigley	Director, Men's Housing Bureau and Assistant Dean of Men	2,040.00	
Catherine E. Dolby	Auditor, Student Organizations	850.00	
Delber Kinsel	Auditor, Fraternity Accounts and Assistant Dean of Men	No salary	
Mary Alma Evans	Sorority Auditor	No salary	
George Morris	Assistant Fraternity Auditor..	No salary	
Mary E. Gates	Stenographer	1,080.00	
			\$ 11,014.00
<i>Dean of Women</i>			
Esther Allen Gaw	Dean of Women	\$ 4,368.00	
Grace S. M. Zorbaugh	Associate Dean	3,612.00	
Miriam Lois Latta	Assistant to Dean	1,356.00	
Daisy M. Denune	Assistant to Dean	972.00	
Dorothy Downing	Stenographer	960.00	
			\$ 11,268.00
<i>Stores and Receiving</i>			
Fred E. Jones	Director	\$ 4,188.00	
Blanche Sullivan	Clerk	1,860.00	
Margaret R. Schureman	Clerk	1,320.00	
James T. Lawson	Checking Clerk	1,800.00	
Nellie Dean	Typist	900.00	
Harry Sanders	Laborer	1,428.00	
Frank Langworthy	Laborer	1,844.00	
Irven C. Brown	Laborer	1,320.00	
Roy W. Burgett	Laborer	1,320.00	
			\$ 15,480.00
<i>Hospital Stores</i>			
Robert H. Bower	Pharmacist	\$ 2,196.00	
Donald C. Van Dyke	Pharmacist	1,908.00	
Edwin F. Hoffman	Pharmacist	1,800.00	
John E. Swain	Laborer	1,260.00	
Betty Oden	Clerk	960.00	
			\$ 8,124.00
Total for Administrative Division.....			\$202,582.00

GENERAL DIVISION

<i>Industrial Research</i>			
Albert Ray Olpin	Professor, Director of Industrial Research and Field Director of Engineering Experiment Station	\$ 6,108.00	
E. Lucille Keep Boyes	Clerk	1,308.00	
			\$ 7,416.00
<i>Mailing Department</i>			
Ernest Ford	Mail Carrier (Janitor)	\$ 1,308.00	
G. J. Hoesch	Clerk (Janitor)	1,152.00	
	Clerk	1,020.00	
			\$ 3,480.00
<i>News Bureau</i>			
Harold K. Schellenger	Director	\$ 3,672.00	
Josephine B. Reed	Clerk	1,440.00	
Arlene Fouty	Assistant (4 months)	820.00	
			\$ 5,432.00

Ohio Biological Survey

Elizabeth A. Davis	Office Assistant (part time)...	\$ 360.00	
John A. Fluno	Graduate Assistant (8 months)	400.00	
			\$ 760.00

Telephone Exchange

Katherine N. McKee	Telephone Operator	\$ 1,680.00	
Margaret M. O'Neill	Telephone Operator	1,020.00	
Agnes Calvert	Telephone Operator	900.00	
Anna Yokum	Telephone Operator	900.00	
	Telephone Operator (student)	300.00	
	Telephone Operator (student)	300.00	
			\$ 5,100.00

Typewriter Repair Service

Volfred Rich	Mechanic (Typewriter Repair)	\$ 1,380.00	\$ 1,380.00
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University Health Service

William A. Humphrey	Assistant Physician	\$ 1,856.00	\$ 1,856.00
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Total for General Division.....			\$ 24,924.00
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PHYSICAL PLANT

Superintendent's Office

William C. McCracken	Chief Engineer	\$ 3,500.00	
Paul H. Elleman	Maintenance Engineer	4,696.00	and house
Earl R. Cohee	Clerk	2,460.00	
Neville Babbert	Clerk	1,260.00	
Ruth Shillingburg	Stenographer	1,320.00	
Alice Glick	Stenographer	1,200.00	
			\$ 14,336.00

Betterment of Buildings—Carpenters

Allen H. Sipple	Foreman (Carpenter)	\$ 2,400.00	
Carl Glade	Carpenter	1,980.00	
Lawrence Kurfiss	Carpenter	1,980.00	
John Scholten	Carpenter	1,980.00	
Fred Uhle	Carpenter	1,980.00	
Fred Moore	Carpenter's Helper	1,500.00	
			\$ 11,820.00

Betterment of Buildings—Painters

Max Lehman	Foreman (Painter)	\$ 2,460.00	
Earling C. Howard	Painter	1,860.00	
Otis Betts	Painter	1,860.00	
Herbert A. Jergens	Painter	1,860.00	
Albert H. Thoma	Painter	1,860.00	
Linden A. Christian	Painter	1,800.00	
Arthur Lewis	Painter	1,740.00	
Laurence A. Jennings	Plasterer	1,860.00	
			\$ 15,800.00

Betterment of Buildings—Tinners

H. R. Johnson	Tinner	\$ 2,220.00	
John R. Combs	Tinner's Helper	1,560.00	
Wade Wickard	Tinner's Helper	1,200.00	
			\$ 4,980.00

Betterment of Buildings—General Utility Service

Charles Feil	Refrigeration Mechanic	\$ 2,400.00	
Harry Fisher	Utility Man	2,160.00	
William J. Murray	Auto Painter	1,980.00	
Charles Baker	Carpenter	1,980.00	
John G. Birle	Handyman	1,440.00	
			\$ 9,960.00

Light, Heat, and Power—Generation

Glenn E. Haney	Superintendent of Power Plant	\$ 3,120.00	
William H. Case	Assistant Chief Engineer.....	2,280.00	
Ross Smeltzer	Maintenance Mechanic	2,160.00	
George Nye	Steamfitter—Boilerman	2,160.00	
Elmer E. Cavender	Electrician	2,160.00	
H. P. Cassady	Boiler Repairman Helper.....	1,500.00	
Frank S. Coe	Clerk	1,200.00	
William Anderson	Craneman	1,920.00	

Thomas Findlay	Crane Helper	1,880.00	
Joseph Dill	Stationary Engineer	1,920.00	
Clarence Snider	Engineer	1,920.00	
Charles Dick	Engineer	1,920.00	
Joseph Temple	Engineer	1,920.00	
Frank Asher	Fireman	1,740.00	
William P. Reed	Fireman	1,740.00	
Lester A. Hall	Fireman	1,740.00	
J. L. Johnston	Pumpman	1,560.00	
LeRoy V. Roberts	Pumpman	1,880.00	
D. Winters	Fireman's Helper	1,844.00	
C. L. Mincer	Fireman's Helper	1,844.00	
Frank High	Fireman's Helper	1,844.00	
H. J. Roberson	Ashwheeler	1,844.00	
Domenico Benedetto	Ashwheeler	1,844.00	
William D. Moody	Ashwheeler	1,844.00	
John Kelley	Ashwheeler	1,260.00	
Charles Woodford	Laborer	1,680.00	
Norman Thompson	Laborer	1,844.00	
Ralph E. Walters	Laborer	1,844.00	
Oliver James	Laborer	1,260.00	
Otis D. Black	Student Chemist	482.00	
J. Fredo	Laborer (retired)	860.00	
			\$ 49,464.00

Light, Heat, and Power—Electricians

George Dillahunt	Foreman (Electrician)	\$ 2,580.00	
Glenn Stoody	Electrician	1,920.00	
Etnair Lanning	Electrician	1,920.00	
Floyd Heischman	Electrician	1,920.00	
Myron M. Rankin	Electrician	1,824.00	and house
Clinton T. Fippin	Assistant Electrician	1,920.00	
Robert A. Nitsche	Electrician Apprentice	1,820.00	
Robert Murphy	Handyman	2,040.00	
			\$ 15,444.00

Light, Heat, and Power—Machinists

William E. Eckenrode	Foreman Machinist	\$ 2,220.00	
Arthur Pegler	Mechanic	1,920.00	
Grover R. Murdock	Blacksmith	1,680.00	
John McCormick	Blacksmith's Helper	1,820.00	
Bacile G. DeWitt	Machinist Helper	1,296.00	
			\$ 8,436.00

Light, Heat, and Power—Steamfitters and Plumbers

George E. Shepherd	Foreman (Steamfitter)	\$ 2,700.00	
John Schweizer	Night Troublemaker	2,160.00	
Samuel R. Sher	Heat Regulating Man	1,920.00	
Henry C. Herdt	Steamfitter	2,400.00	
Michael J. Yeager	Steamfitter	1,860.00	
Felix Kearney	Steamfitter	1,920.00	
Clarence Knoblauch	Steamfitter's Helper	1,920.00	
Michael J. Devlin	Engineman—Power and Refrigeration	1,680.00	
Earl Anthony	Plumber	2,400.00	
Polk J. Tennant	Plumber	2,400.00	
Harry Berlin	Plumber	2,100.00	
E. E. Insko	Plumber's Apprentice	1,920.00	and house
Arthur J. Schmidt	Plumber's Apprentice	1,920.00	
Ralph Bobb	Plumber's Assistant	1,740.00	
Brian Hizey	Fireman (7 months)	840.00	
	Fireman (5 months)	600.00	
			\$ 30,480.00

Police and Watchmen

William North	Day Policeman	\$ 1,740.00	
Hollis S. Brown	Night Policeman	1,500.00	
Charles G. Kalb	Policeman	1,500.00	
James Luther Beck	Policeman (Day)	1,440.00	
O. D. Conaway	Night Supervisor	1,500.00	
Solomon D. Isenaggle	Night Watchman	1,820.00	
Ellis Belcher	Night Watchman	1,820.00	
Lewis J. Dale	Night Watchman	1,820.00	
Milton C. Rainier	Night Watchman	1,820.00	
Frank Zollinger	Night Watchman	1,820.00	
Frank Deshler	Night Watchman	1,820.00	

Claude G. Ford	Night Watchman	1,260.00	
Floyd J. Dober	Night Watchman	1,260.00	
Thomas S. Woolley	Night Watchman	1,260.00	
George R. Demint	Night Watchman	1,260.00	
William E. Sharp	Night Watchman (3 months) ..	300.00	
			\$ 20,940.00
<i>Roads and Grounds</i>			
Henry B. Sherman	Assistant Maintenance Engineer	\$ 2,760.00	
John E. Hussey	Landscape Gardener	1,800.00	
	(part time)		
Robert H. Graham	Engineer's Helper	1,440.00	
Frank McDonald	Gardener	1,320.00	
William W. Bischoff	Laborer	1,680.00	
Luther F. Ealy	Laborer	1,440.00	
Lewis J. Feiber	Laborer	1,380.00	
Joseph McGuire	Laborer	1,380.00	
John Bugno	Laborer	1,320.00	
Felix Coletta	Laborer	1,320.00	
Paul Pinther	Laborer	1,320.00	
Thomas E. Froggatt	Laborer	1,320.00	
Adolf Singenstreu	Laborer	1,320.00	
John Wycuff	Laborer	1,320.00	
Paul H. Althoff	Laborer	1,320.00	
Albert B. McConaha	Laborer	1,260.00	
George Osbun	Laborer (7 months)	630.00	
Charles J. Bell	Laborer (7 months)	630.00	
			\$ 24,960.00
<i>Roads and Grounds—Garage</i>			
Howard McDonald	Auto Mechanic	\$ 1,980.00	
Leo Moran	Assistant Auto Mechanic	1,440.00	
	(Truck Driver)		
John W. Coe	Truck Driver	1,320.00	
J. McKinley Stewart	Laborer	1,560.00	
C. D. Lowry	Laborer	1,320.00	
			\$ 7,620.00
<i>Janitor Service</i>			
A. O. Kaiser	Superintendent, Janitor Service	\$ 2,460.00	
Cecil C. Dysart	Natatorium Orderly	1,500.00	
Jay J. Farrell	Handyman	1,560.00	
Thurman W. Cann	Janitor	1,800.00	
Earl M. Bilderback	Janitor	1,440.00	
John R. Butler	Janitor	1,440.00	
Charles Carter	Janitor	1,440.00	
John M. Conti	Janitor	1,440.00	
C. M. Fesler	Janitor	1,440.00	
Clifford Gabert	Janitor	1,440.00	
Fred Henkel	Janitor	1,440.00	
Fred Henning	Janitor	1,440.00	
George Perkins	Janitor	1,440.00	
Forrest Spencer	Janitor	1,440.00	
William Todd	Janitor	1,440.00	
Edward J. Tyne	Janitor	1,440.00	
John M. Wallace	Janitor	1,440.00	
Lawrence Barnett	Janitor	1,380.00	
Thad S. Blackwood	Janitor	1,380.00	
Fred Cardosi	Janitor	1,380.00	
John J. Conti	Janitor	1,380.00	
Finley B. Cross	Janitor	1,380.00	
Benjamin F. Davis	Janitor	1,380.00	
J. E. Doebele	Janitor	1,380.00	
August J. Frank	Janitor	1,380.00	
Cary M. Huston	Janitor	1,380.00	
Charles E. Klinck	Janitor	1,380.00	
James H. Kramer	Janitor	1,380.00	
George N. Latremore	Janitor	1,380.00	
Francy McGinnis	Janitor	1,380.00	
Harry E. Munk	Janitor	1,380.00	
Joseph M. Peyton	Janitor	1,380.00	
Ray D. Stewart	Janitor	1,380.00	
Frank J. Then	Janitor	1,380.00	
Albert N. Tracy	Janitor	1,380.00	
Irvin L. Walker	Janitor	1,380.00	

Louis E. Walters	Janitor	1,380.00
W. J. Whalen	Janitor	1,380.00
William Daehler	Janitor	1,380.00
William H. Williams	Janitor	1,380.00
Willis Abbott	Janitor	1,325.00
Charles Bentz	Janitor	1,325.00
Pasquale Caldararo	Janitor	1,320.00
Domenico Capretta	Janitor	1,320.00
Joe S. Forcheski	Janitor	1,320.00
Andrew D. Grayson	Janitor	1,320.00
George R. Grover	Janitor	1,320.00
James E. Harrington	Janitor	1,320.00
Will G. Howard	Janitor	1,320.00
John H. Jaeger	Janitor	1,320.00
Robert E. Johnson	Janitor	1,320.00
Herman E. Kaufman	Janitor	1,320.00
Leonard F. Jordan	Janitor	1,320.00
Patrick J. Keenan	Janitor	1,320.00
Douglas B. Lindsley	Janitor	1,320.00
George W. Newman	Janitor	1,320.00
Joseph Schrader	Janitor	1,320.00
Oliver C. Smith	Janitor	1,320.00
John Tordiff	Janitor	1,320.00
William Wolfe	Janitor	1,320.00
Walter Bailey	Janitor	1,296.00
Lee Farrell Alkire	Janitor	1,260.00
William Cavanaugh	Janitor	1,260.00
Edward J. Long	Janitor	1,260.00
Lawrence J. McKenna	Janitor	1,260.00
James Merrell	Janitor	1,260.00
John B. Truitt	Janitor	1,260.00
Robert L. Albright	Janitor	1,200.00
Joe B. Altier	Janitor	1,200.00
Harry W. Baughman	Janitor	1,200.00
Hilas B. Boyer	Janitor	1,200.00
Charles O. Burnette	Janitor	1,200.00
Carl R. Conrad	Janitor	1,200.00
Herbert DeLong	Janitor	1,200.00
Edward H. Dixon	Janitor	1,200.00
William Fuller	Janitor	1,200.00
Joseph J. Green	Janitor	1,200.00
Lawrence J. Hahn	Janitor	1,200.00
Robert J. Lamb	Janitor	1,200.00
Clinton Mulford	Janitor	1,200.00
Homer J. Palmer	Janitor	1,200.00
John P. Riffe	Janitor	1,200.00
S. Sexton	Janitor	1,200.00
Charles P. Smith	Janitor	1,200.00
Merle E. Smith	Janitor	1,200.00
George Watkins	Janitor	1,200.00
Frederick R. Welsh	Janitor	1,200.00
John W. Wilcoxon	Janitor	1,200.00
Oliver S. Witham	Janitor	1,200.00
LeRoy Delmont Wise	Janitor	1,200.00
Paul R. Wyman	Janitor	1,200.00
Monroe F. Walters	Janitor (10 months)	950.00
Harry Reigel	Janitor (part time)	720.00
Earl Bell	Window Washer	1,380.00
Lawrence B. Clay	Window Washer	1,380.00
Nelson Weiler	Floor Waxer	1,380.00
Edgar McGhee	Floor Waxer	1,380.00
Homer C. Batey	Towel Man	1,260.00
Grace N. Stewart	Janitress	960.00
Viola Parsley	Janitress	960.00
Mabel C. Berry	Janitress	960.00
Nellie Rhoades	Janitress	960.00
Alice Thompson	Janitress	900.00
Hettie Hampton	Janitress	900.00
Hattie Lake	Janitress	900.00
Olaf Christianson	Elevator Operator	720.00
	Elevator Operator	720.00
Michael F. Cooney	Janitor (retired)	360.00

 \$141,986.00

Laundry

Joseph E. Fultz	Laundry Foreman	\$ 1,800.00	
Harry Clayton Hoy	Launderer	1,320.00	
H. M. Billingsley	Laundry Truck Driver.....	1,320.00	
Clara Reichelderfer	Laundress	924.00	
Dora Henry	Laundress	924.00	
May Rees	Laundress	888.00	
Elizabeth Westenhaber	Laundress	888.00	
Mayme Becker	Laundress	888.00	
Maudie Norris	Laundress	888.00	
Stella Fitzsimmons	Laundress	888.00	
Rose Long	Laundress	888.00	
Inez Toy	Laundress	888.00	
Mildred Mercer	Laundress	888.00	
	Laundress	888.00	
			\$ 15,168.00

University Architect

H. Dwight Smith	Professor of Architecture	\$ 6,600.00	
H. F. Reichard	Associate University Architect	4,092.00	
	(Chief Draftsman)		
Marion A. Carter	Architectural Engineer	3,300.00	
Robert D. Rush	Planning Officer	1,800.00	
Elsie Edwards	Clerk	1,320.00	
			\$ 17,112.00

Total for Physical Plant..... \$388,006.00

MISCELLANEOUS AND ROTARY BUDGETS

Farm Marketing F-9

Arthur R. Mangus	Associate Professor	\$ 400.00	
John H. Sitterley	Assistant Professor	1,224.00	
Phil S. Eckert	Research Assistant	1,608.00	
Ralph L. Baker	Research Assistant	460.00	
Paul P. Wallrabenstein	Assistant	540.00	
Robert H. Blosser	Assistant	525.00	
Lucille Mays	Stenographer (part time)	540.00	
Kathleen Cooney	Stenographer	315.00	
			\$ 5,602.00

Bureau of Business Research F-9

James C. Yocum	Assistant Professor	\$ 667.00	\$ 667.00
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Bureau of Special Education F-9

Irene Kinley	Assistant to Director.....	\$ 2,004.00	\$ 2,004.00
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*Cooperative Wildlife Research Station**American Wildlife Institute*

Daniel L. Leedy	Research Fellow	\$ 720.00	
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Division of Conservation—Wildlife Research

Luther Baumgartner	Research Fellow	\$ 720.00	
			\$ 1,440.00

*College of Agriculture**Administration*

Ruth L. Smith	Stenographer	\$ 1,020.00	
Mary Walker	Stenographer (part time)	600.00	
Flo Bailey	Stenographer (part time)	540.00	
Helen Blair	Stenographer (part time)	510.00	
Thelma Davis	Stenographer (part time)	480.00	
Mary A. Whitlinger	Stenographer (part time)	120.00	

Animal Husbandry

Lawrence Kunkle	Instructor	\$ 1,116.00	
	Graduate Assistant	150.00	

Dairy Technology

Walter Slatter	Instructor (part salary)	\$ 1,080.00	
T. V. Armstrong	Instructor	875.00	
Raymond Alberts	Assistant (part salary)	243.00	
	(eff. 8-1)		

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Horticulture and Forestry

Charles D. Fitzgerald	Assistant	\$ 300.00	
Jacob Bowers	Laborer	900.00	
			\$ 7,434.00

Home Economics Nursery

Faith E. Davis	Instructor (8 months)	\$ 200.00	
Emily M. Johnstone	Part-time Assistant (8 months)	400.00	
Marion L. Carr	Graduate Assistant	450.00	
			\$ 1,050.00

Agricultural Education—George-Deen

Ray Fife	Professor (6 months)	\$ 2,500.00	
H. G. Kenestrick	Associate Professor	3,800.00	
Elbert O. Bolender	Assistant Professor	3,800.00	
Howard McClarren	Assistant Professor	3,200.00	
	Research Assistant	400.00	
	Research Assistant	400.00	
Glenn W. Miller	Assistant (part time)	100.00	
Frederick T. Ludwig	Stenographer	1,080.00	
			\$ 15,280.04

Agricultural Education—Smith-Hughes

Wilbur F. Stewart	Professor	\$ 2,100.00	
Chester S. Hutchison	Associate Professor	3,800.00	
Floyd J. Ruble	Instructor	2,900.00	
Charles F. Flickinger	Instructor	2,850.00	
Claude E. Rhoad	Instructor	2,800.00	
Ralph E. Bender	Instructor	2,800.00	
W. H. Wolf	Instructor	2,600.00	
Helen Killworth	Stenographer	1,440.00	
Virginia Stolle	Stenographer	1,020.00	
			\$ 22,310.00

Home Economics—George-Deen

Ruth Lehman	Associate Professor	\$ 3,890.00	
	(10 months)		
Winona Morgan	Associate Professor	1,800.00	
	(9 months)		
Dorothy Scott	Assistant Professor	2,700.00	
	(9 months)		
Elizabeth Moore	Instructor	2,700.00	
Lucile Elliott	Instructor	2,100.00	
Mabel Combs Joyce	Instructor	2,100.00	
Mildred Van Nest	Research Assistant (10 months)	1,250.00	
	Assistant (10 months)	925.00	
	Assistant (9 months)	810.00	
	Assistant (9 months)	825.00	
	Graduate Assistant	450.00	
			\$ 19,550.00

Home Economics—Smith-Hughes

Clara M. Bancroft	Assistant Professor	\$ 3,000.00	
Hazel Huston Price	Assistant Professor	3,800.00	
Alice D. Pressey	Assistant Professor (part time)	1,608.00	
Grace Rea Beckwith	Instructor	2,250.00	
	Instructor	2,250.00	
Louise Wolfram	Instructor	2,012.00	
Marie Kuglen	Stenographer	1,440.00	
			\$ 15,860.00

Optometry Clinic

Samuel M. Steele	Superintendent of Dispensary.	\$ 900.00	
Edward Ewing	Student Assistant	320.00	
			\$ 1,220.00

Dental Clinic

Dick P. Snyder	Professor	\$ 2,184.00	
Robert D. McFarland	Instructor	2,100.00	
Carl O. Boucher	Instructor	1,728.00	
Wilbur L. Marshall	Instructor	1,104.00	
Harold K. Crow	Instructor (8 months)	800.00	
Lyle S. Pettit	Instructor (8 months)	800.00	
Agnes Warner	Assistant	1,200.00	
Emma Smith	Technical Assistant	1,020.00	
Elma Willis	Technical Assistant	900.00	
Marianne Ide Clarke	Technical Assistant	840.00	

Pessa Hanson	Technical Assistant	780.00
Robert T. Trippy	Demonstrating Assistant	800.00
	(9 months)	
Edna Wallace	Stenographer	1,200.00
Retta May Washburn	Clerk	900.00
Sue Merrel	Janitress	804.00
Charles W. Strosnider	Assistant Professor	600.00
	(3½ months)	
Lyle S. Pettit	Instructor (3½ months)	400.00
Carl O. Boucher	Instructor (3½ months)	400.00
Herbert S. Shumway	Instructor (3½ months)	400.00
Harold K. Crow	Instructor (3½ months)	400.00
Robert E. Wade	Instructor (3½ months)	400.00

\$ 19,760.00

*Bureau of Educational Research**Committee on Relation of School and College—P.E.A.*

Samuel P. McCutchen	Research Associate and Assistant Professor of Education	\$ 5,604.00
Allen N. Zechiel	Research Associate and Assistant Professor of Education	4,596.00
H. Harry Giles	Research Associate and Assistant Professor of Education	3,576.00

\$ 13,776.00

Radio Evaluation Study—General Education Board

J. Wayne Wrightstone	Assistant Professor and Research Associate	\$ 5,604.00
Norman Woelfel	Assistant Professor and Research Associate	4,596.00
Alton O'Steen	Assistant Professor and Research Associate	4,284.00
Cuthbert F. Daniel	Assistant Professor and Research Associate	4,200.00
Seerly Reid	Research Assistant	1,700.00
Gerhart D. Wiebe	Research Assistant	1,500.00
John R. Miles	Research Assistant	1,500.00
Kimball Wiles	Research Assistant	1,300.00
Alice Beighley	Statistician	1,500.00
Margariete Ralls	Stenographer	2,000.00
Armada Ruffner	Stenographer	1,200.00
Bernice Williams	Stenographer	1,200.00
	Stenographer (part time)	600.00

\$ 31,184.00

*Starling-Loving Hospital**Nursing Care*

		Code	
Helen Miller	Supervisor	3&4	\$ 1,200.00
Blanche Skinner	Night Supervisor	3&4	1,500.00
Eliza Busenberg	Night Supervisor	3&4	1,500.00
Helen Severns	Supervisor in Gynecological Nursing	3&4	1,440.00
Dorothy Wilson	Supervisor in Pediatric Nursing	3&4	1,254.00
	Supervisor in Obstetrical Nursing	3&4	1,200.00
Chloe Compton	Head Nurse—3rd wards	3&4	1,300.00
Ione Sundstrom	Head Nurse	3&4	1,254.00
Rena White	Head Nurse	3&4	1,260.00
Lynda Evans	Assistant Head Nurse	3&4	1,200.00
Jean Tinkelpaugh	Assistant Head Nurse—Obstetrics	3&4	1,080.00
Beulah Ward	Assistant Head Nurse	3&4	1,020.00
Neurita Rodel	Assistant Head Nurse	3&4	1,020.00
Margaret George	Assistant Head Nurse 3-B	3&4	984.00
Bertha Albers	General Duty Nurse	3&4	900.00
Juanita Beall	General Duty Nurse	3&4	900.00
Gertrude Miller Bent	General Duty Nurse	3&4	900.00
Eunice Archibald	General Duty Nurse	3&4	900.00
	General Duty Nurse	3&4	900.00
Helen Burkhart	General Duty Nurse	3&4	900.00
Mary Cormany	General Duty Nurse	3&4	900.00
Ina Diehl	General Duty Nurse	3&4	900.00
Virginia Ely	General Duty Nurse	3&4	900.00
Mildred Ewing	General Duty Nurse	3&4	900.00

Marjorie Flugge	General Duty Nurse.....	3&4	900.00	
Helen B. Genteline	General Duty Nurse.....	3&4	900.00	
Louise Reising Horn	General Duty Nurse.....	3&4	900.00	
Mildred Kruschenski	General Duty Nurse.....	3&4	900.00	
Eva Llewellyn	General Duty Nurse.....	3&4	900.00	
Helen Max Mark	General Duty Nurse.....	3&4	900.00	
Geraldine Miedel	General Duty Nurse.....	3&4	900.00	
Elsie Minnich	General Duty Nurse.....	3&4	900.00	
Verda B. Mock	General Duty Nurse.....	3&4	900.00	
Mary K. Meyer	General Duty Nurse.....	3&4	900.00	
Ruth Pegg	General Duty Nurse.....	3&4	900.00	
Mary H. Roberts	General Duty Nurse.....	3&4	900.00	
Mary M. Roberts	General Duty Nurse.....	3&4	900.00	
Wanda Robinson	General Duty Nurse.....	3&4	900.00	
Florence Sackett	General Duty Nurse.....	3&4	900.00	
Martha Shelley	General Duty Nurse.....	3&4	900.00	
Leota Snyder	General Duty Nurse.....	3&4	900.00	
Velma Sparks	General Duty Nurse.....	3&4	900.00	
Alice Tracy	General Duty Nurse.....	3&4	900.00	
Ada Vance	General Duty Nurse.....	3&4	900.00	
Marjorie Welley	General Duty Nurse.....	3&4	900.00	
Virginia Weidman	General Duty Nurse.....	3&4	900.00	
Kathryn Weidemer	General Duty Nurse.....	3&4	900.00	
				\$ 46,912.00
<i>Veterinary Clinic</i>				
Walter R. Krill	Assistant Professor		\$ 1,020.00	
John H. Knapp	Instructor		1,260.00	
Frances S. Haggard	Stenographer		1,320.00	
Ray B. Auburn	Assistant Groom		1,200.00	
				\$ 4,800.00
<i>Graduate School</i>				
Roma M. Hodgson	Editorial Assistant		\$ 1,800.00	\$ 1,800.00
<i>Library</i>				
Ralph Brehm	Bookbinder		\$ 2,300.00	
Gertrude Roehrer	Binderywoman (part salary) ..		800.00	
				\$ 3,100.00
<i>Intramural Athletics—General Activities Fee Fund</i>				
<i>Physical Education for Men</i>				
Leo G. Staley	Associate Professor		\$ 4,080.00	
Willard P. Ashbrook	Associate Professor		612.00	
Evelyn B. Hunter	Intramural Assistant		1,236.00	
Alex Pulsinelli	Caretaker, Tennis Courts.....		1,380.00	
Leo G. Staley	Associate Professor		400.00	
Richard C. Larkins	Assistant Professor		400.00	
Bernard F. Mooney	Assistant Professor		400.00	
				\$ 8,508.00
<i>Physical Education for Women</i>				
Dorothy Sumption	Associate Professor		\$ 2,760.00	
Henrietta Cherrington	Instructor		1,836.00	
	Instructor		1,392.00	
Martha P. Hughes	Stenographer		960.00	
Frank Vari	Caretaker, Women's Field.....		1,320.00	
Mary R. Moore	Maid, Women's Field House... ..		720.00	
Violet Boynton	Assistant Professor		350.00	
				\$ 9,338.00
<i>Division of Conservation—Stone Laboratory</i>				
David C. Chandler	Assistant Professor		\$ 276.00	
Kenneth H. Doan	Research Assistant		990.00	
Leonard J. Bodenlos	Assistant		990.00	
Pearl C. Chandler	Librarian		600.00	
M. W. Senstius	Research Professor		600.00	
Nelson Marshall	Research Assistant		150.00	
David C. Chandler	Assistant Professor		276.00	
				\$ 3,881.00
<i>Dean of Men's Office—General Activities Fee Fund</i>				
Wayne V. Harsha	Advisory Business Manager, Student Publications		\$ 300.00*	\$ 300.00
* \$600.00 paid direct from Student Publications Sinking Fund.				

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Student Dramatic Organizations—General Activities Fee Fund

Edward S. Drake	Business Manager	\$ 504.00	\$ 504.00
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News Bureau—General Activities Fee Fund

Lydia E. Collicott	Information Clerk	\$ 1,200.00	\$ 1,200.00
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Student Employment Office—General Activities Fee Fund

William S. Guthrie	Director of Student Employment and Assistant Dean of Men	\$ 3,060.00	
Roberta R. Cullman	Stenographer	1,080.00	
Ellen M. Vick	Clerk	960.00	
Richard Fuller	Student Clerk (10 months)....	400.00	
			\$ 5,500.00

University Health Service—General Activities Fee Fund

John W. Wilce	Director and Professor.....	\$ 5,112.00	
Morse F. Osborn	Associate Professor	4,164.00	
James A. Beer	Assistant Professor	3,192.00	
Shirley Armstrong	Assistant Professor	2,040.00	
Charlotte Winnemore	Assistant Professor	1,656.00	
James Foley	Instructor	3,492.00	
Theodore Allenbach	Associate Physician and Instructor in Medicine....	2,664.00	
Ruth H. St. John	Physician—University School..	1,000.00	
	(10 months)		
Earl H. Baxter	Pediatric Consultant and Examiner (10 months)	150.00	
Lucille Young	Nurse	1,944.00	
Eleanora Wilson	Assistant Nurse	1,200.00	
Margaret T. Merrill	Assistant Nurse	1,200.00	
Virginia Efrid Hoover	Assistant Nurse (9 months)...	900.00	
Dorothea Richards	Technical Assistant	1,200.00	
Maude M. Eckhardt	Clerk	1,440.00	
Margaret Cahill	Stenographer	1,200.00	
Dora White	Stenographer	960.00	
			\$ 33,514.00

University Bookstore

Emerson B. Laird	Assistant Manager	\$ 2,328.00	
Marguerite Hoopingarner	Bookkeeper	1,800.00	
Dale E. Lephart	Manager, Mailing Room.....	1,800.00	
Walter C. Grauman	Stock Clerk	1,500.00	
Eileen Morrissey	Stenographer	1,260.00	
Millicent Jackson	Stenographer	972.00	
Helen Neunherz	Clerk	1,020.00	
Alice L. Booth	Clerk	1,020.00	
Audrey F. McCormick	Sales Clerk	1,080.00	
Dorothy Hayes	Sales Clerk	1,020.00	
	Sales Clerk	900.00	
			\$ 14,700.00

Photography

Francis Wm. Davis	Assistant Professor	\$ 516.00	
George S. Wolfram	Photographer	2,124.00	
Walter Wagner	Photographer	1,920.00	
Nina Padovan Coccia	Stenographer (part time).....	540.00	
			\$ 5,100.00

University Print Shop

George H. Siebert	Manager.....	See Business Office	
George M. Ginn	Printer	\$ 3,600.00	
Richard A. Grimes	Bookkeeper	1,800.00	
Jeannette A. Reed	Proofreader	1,464.00	
			\$ 6,864.00

*Warehouse**General Store Room*

Wilma L. Murtha	Stenographer	\$ 1,428.00	
Mary W. Henderson	Clerk	1,140.00	
Eather Hartnell	Clerk	900.00	
Esther A. Burkhead	Clerk	900.00	
Charles Pugh, Jr.	Laborer	1,560.00	
Ernest Simon	Laborer	1,320.00	
Joseph Paquin	Laborer	1,260.00	

Floyd Allen	Laborer	1,260.00
Thomas Collins	Laborer	1,140.00
A. H. Mayer	Laborer	1,080.00
Hugh Price	Laborer	1,020.00
Fred Collier	Laborer	960.00
George W. Hopper	Laborer	960.00
Clarence Moore	Laborer	900.00
		<hr/>
		\$ 15,828.00

Laboratory Supply Store

Chester W. McClintock	Assistant Director of Stores and Receiving (Storekeeper)	\$ 4,080.00
Lawrence S. Gormley	Pharmacist	2,532.00
Frank D. Brill	Pharmacist	2,400.00
Harold W. Miller	Pharmacist	2,400.00
Leslie W. Rees	Pharmacist	2,160.00
Fred L. Williams	Pharmacist	2,004.00
Lowell H. Ruff	Pharmacist	2,004.00
Aden L. Duffee	Pharmacist	1,800.00
Richard McClarren	Pharmacist	1,752.00
Alfred W. Snider	Pharmacist	1,500.00
Barbee W. Durham	Pharmacist	1,500.00
George McClung, Jr.	Pharmacist	1,500.00
Clyde Minto	Bookkeeper	2,232.00
Clara M. Fleischer	Clerk	1,620.00
Pauline Shank	Clerk	1,020.00
Rheuhamah Corey	Clerk	960.00
Mary F. Deshler	Clerk	960.00
Betty I. Windmaker	Clerk	960.00
Lulu Abel	Clerk	960.00
Sadie Yarger	Clerk	900.00
Russell B. Leonard	Glassblower	2,328.00
William E. Leonard	Glassblower's Helper	1,680.00
H. L. Allison	Laborer	1,500.00
Raymond Roush	Laborer	1,260.00
Scott Dawson	Laborer	1,260.00
C. C. Lloyd	Laborer	1,260.00
James A. Shockley	Laborer	1,200.00
Joe Drake	Laborer	1,200.00
Robert W. Warner	Laborer	1,140.00
	Laborer	960.00
		<hr/>
		\$ 49,032.00

*Laboratory Supply Store Pro Rata**Bacteriology*

John Newbauer	Technical Assistant	\$ 360.00
Gene Kiracofe	Technical Assistant	315.00
William F. Bradley	Technical Assistant	120.00
Donald Gilpin	Technical Assistant	120.00

Chemistry

Amos E. Luckhaupt	Lecture Assistant	\$ 2,250.00
Glenn Breen	Storeroom Manager	1,500.00
Harriet Proctor	Clerk	960.00
Lillian Millious	Stenographer	960.00
Gerard Lord	Assistant	960.00

English

Margaret Foster	Departmental Librarian	\$ 1,560.00
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History

Desmond Auxier	Library Assistant	\$ 600.00
Leona Nerhood	Library Assistant	600.00

University School

Lois K. Matthias	Instructor	\$ 432.00
	Assistant	960.00
	Assistant	450.00
	Assistant	450.00
Harold Shane	Assistant to Observers.....	50.00

Veterinary Medicine

Hugh B. McGlade	Technical Assistant	\$ 420.00
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Physical Education

John M. Evans	Towel Man	\$ 1,400.00
Joseph F. Luckhaupt	Laborer	1,260.00
Louise Ortman	Maid	1,200.00
Michael J. Durkin	Nightwatchman (10 months) ..	950.00
Jean Roberts	Clerk	840.00
		<hr/>
		\$ 18,717.00

*Athletics**Games and Sports*

Francis A. Schmidt	Professor and Director of Football	\$ 8,100.00
Ernest R. Godfrey	Associate Professor and Assistant Football Coach	6,600.00
Frederick C. Mackey	Assistant Professor and Freshman Football Coach	3,984.00
Harold G. Olsen	Professor and Director of Basketball	5,868.00
Laurence N. Snyder	Professor and Track Coach	5,268.00
Frank R. Castleman	Professor and Director of Track	768.00
Bernard F. Mooney	Assistant Professor and Wrestling Coach	1,224.00
Michael Peppe	Assistant Professor and Swimming Coach	1,224.00
Walter E. Duffee	Associate Professor and Team Physician	2,040.00
Tucker P. Smith	Trainer	3,672.00
Ernest Biggs	Assistant Trainer (10 months)	800.00
John E. Blickle	Instructor	2,964.00
Sidney Gillman	Instructor and Assistant Football Coach	2,808.00
Robert H. Kepler	Instructor, Golf	3,060.00
Herman L. Wirthwein	Instructor and Tennis Coach ..	900.00
Frank A. Riebel	Instructor and Fencing Coach ..	300.00
Carl J. Wirthwein	Instructor, Freshman Coach Swimming and Tennis	492.00
William D. Heintz	Assistant Track Coach	750.00
Gomer T. Jones	(10 months)	750.00
Wayne B. Wright	Assistant Football Coach	750.00
	(10 months)	300.00
	Assistant Wrestling Coach	300.00
Galvin LeRoy Walker	Assistant (10 months)	750.00
James R. Hull	Assistant (10 months)	900.00
	Polo Coach	100.00
	Rifle Coach	100.00
	Assistant Coaching	500.00
Charles W. Harley	Honorarium	600.00
		<hr/>
		\$ 55,122.00

Administration and General

L. W. St. John	Professor and Director of Athletics	\$ 8,500.00
Oscar L. Thomas	Assistant to Director	3,864.00
Mildred H. Finch	Office Manager	2,148.00
Caroline F. Dudley	Secretary	1,536.00
M. Helen Pugh	Requisition Clerk	1,500.00
Dorothy Fogle	Stenographer	1,020.00
Marie J. Manning	Stenographer (part time)	420.00
Helen Lum	Stenographer	1,080.00
James L. Renick	Director of Athletic News Service	3,588.00
Henry D. Taylor	Director, Ticket Sales	4,596.00
Charles King	Assistant Director, Ticket Sales (7 months)	1,050.00
George F. Fischer	Auditor-Cashier (4 months)	804.00
Wilda Loudenslager	Ticket Clerk	1,800.00
Tony Aquila	Groundkeeper	2,880.00
Salvatore Leone	Assistant Groundkeeper	1,880.00
Angelo Cervi	Carpenter	1,680.00
Albert Macioce	Truck Driver	1,500.00
James Doon	Nightwatchman	1,260.00
C. E. Conway	Custodian, S.E. Tower	1,200.00
Homer T. Ellis	Custodian of Equipment	1,200.00

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J. D. Marple	Custodian, S.W. Tower.....	450.00	
Helen Billingsley	(6 months) Ticket Clerk	960.00	\$ 39,416.00
<i>Golf Course</i>			
John S. McCoy	Superintendent of Golf Course	\$ 3,672.00	
Park Holcomb	Caretaker, Golf Course.....	1,200.00	and house
E. A. Weed	Caretaker, Golf Course.....	1,140.00	
Besse L. Weed	Manager, Lunch Room, Club House (8 months)	560.00	
Charles S. Chubb	Manager, Club House.....	2,148.00	
Richard Evans	Bus Driver	1,880.00	
			\$ 10,100.00
Total for Athletics.....			\$104,638.00

Residence Halls

Neil Hall

		Code	
Emma E. Prout	Superintendent	1	\$ 1,908.00*
Minnette Cattrell	Secretary-Bookkeeper	1	780.00*
Mary Alexander	Dietitian	1	480.00*
Carolyn Pollock	Assistant Superintendent..	1	1,886.00
Jane B. Salter	Assistant Chaperon.....	1	660.00
Katherine Seymour	Dietitian	1	1,440.00
Edward Thompson	Janitor	3	1,044.00
Henry Harrison	Janitor	1	1,020.00
Harry C. Dye	Nightman		960.00
Helen Eisele	Cook	4	720.00
Georgia Harrison	Cook	3	660.00
Blanche M. Jacoby	Cook	4	624.00
Ruth Stewart	Cook (half time)	2	510.00
Joseph W. Turner	Kitchen Helper	3	720.00
James O. Garrett	Kitchen Helper	3	660.00
Lillian Pack Brown	Maid	3	648.00
Cuba Wells	Maid	4	648.00
Elizabeth Burkhead	Maid	3	648.00
Lucilla M. Givens	Maid	2	624.00
Elizabeth Steele	Maid	2	624.00
	Maid	4	624.00
* Part salary—balance from Oxley and Mack Halls.			\$ 17,888.00

Oxley and Mack Halls

Emma E. Prout	Superintendent	1	\$ 1,908.00*
Minnette Cattrell	Secretary-Bookkeeper	1	792.00*
Mary Alexander	Dietitian	1	1,320.00*
Edith Bullock	Chaperon	1	960.00
Adelaide Leonard	Night Chaperon	1	780.00
Lena May Porter	Chaperon	3	660.00
Katherine Hammell	Housekeeper	1	1,082.00
Lucy Campbell	Housekeeper	3	600.00
Elmer Parks	Cook	3	1,164.00
Clara Spellman	Cook	4	828.00
Flora Baird	Cook	4	780.00
Mae Wagner	Cook	2	660.00
Gustina Gwyn	Maid	3	756.00
Odell Harmon	Maid	2	720.00
Piccola Keith	Maid	3	624.00
Maggie Jackson	Maid	2	624.00
	Maid	2	600.00
Myrtle Campbell	Maid	3	540.00
Jesse Bull	Porter		1,596.00
Isaiah Ragland	Porter	3	1,116.00
James Trotter	Janitor	1	840.00
Florence Trotter	Telephone Operator	1	540.00
* Part salary—balance from Neil Hall.			\$ 19,440.00

Total for Residence Halls..... \$ 37,278.00

Code:

- No. 1—Board and Room
- 2—Lunch
- 3—All meals
- 4—Two meals

Pomerene Refectory

June F. Kennedy	Assistant Professor (parttime)	\$ 400.00	
Agnes Skinner Smith	Manager	2,448.00	
	Assistant Dining Room Supervisor	960.00	
	Assistant (12 months)	780.00	
	Storeroom Manager	1,200.00	
Martha E. Houston	Bookkeeper	1,200.00	
Pauline Trout	Cashier	840.00	
Elinor Frost	Cashier	780.00	
Florence Fitzgerald	Counter Assistant	600.00	
Bertha Shotts	Dining Room Helper	708.00	
	Assistant Kitchen Supervisor	960.00	
	Assistant Kitchen Supervisor..	800.00	
	(9 months)		
Rose Gray	Cook	900.00	
Annie Gabriel	Cook	840.00	
Helen Theis	Cook	840.00	
Ethel Brown	Cook	900.00	
Anna Crockett	Cook	840.00	
Julia Jenkins	Cook	816.00	
Martha Williams	Cook (part-time)	600.00	
Emma Hoesch	Cook (part time)	576.00	
Mary McCurdy	Cook (part time)	528.00	
Elizabeth Wenger	Cook (part time)	432.00	
Edwin H. Burden	Kitchen Helper	780.00	
George W. Hope	Janitor	780.00	
James Riffe	Janitor	684.00	
	Janitor (part time)	444.00	
Florence Neuman	Graduate Assistant	450.00	
Charles D. Fitzgerald	Graduate Assistant (12 months)	300.00	
			\$ 22,386.00

University School Dining Hall

Alice M. Johnson	Dietitian and Instructor	\$ 1,200.00	
Josephine Cronin	Cook (9 months)	540.00	
Nellie Gray	Cook (9 months)	495.00	
	Cook (9 months)	495.00	
John Cute	Kitchen Helper (9 months)	360.00	
			\$ 3,090.00

Journal of Higher Education

Florence Lord	Clerk	\$ 1,200.00	\$ 1,200.00
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University Architect

*Marion A. Carter	Architectural Engineer	\$ 800.00	
*Elaie Edwards	Clerk	240.00	\$ 540.00

* Above salaries to be paid from the Men's and Women's Dormitory Construction Account and to be considered as special appointments during the period of construction only.

AGRICULTURAL EXTENSION SERVICE

SOURCES OF INCOME—1939-1940

State Appropriation	\$217,270.00
Smith-Lever Funds	172,972.88
Capper-Ketcham Funds	39,797.02
Bankhead-Jones Funds	384,816.01
Soil Conservation Service—Cooperating	2,500.00
Clark-McNary Funds	1,440.00
Institute Funds from Counties	15,400.00
	<u>\$834,195.91</u>
County Agent Funds from counties	\$209,171.00
Grand Total	<u>\$1,043,366.91</u>

SALARY BUDGET

Administration

H. C. Ramsower	Director (Professor)	\$ 6,096.00
George B. Crane	Secretary and Assistant Director (Associate Professor)	4,488.00
Tessa Webb	Assistant	1,920.00
Julia Whitmer	Stenographer	1,200.00
Marcell Martin	Stenographer	1,200.00
Nelson Capell	Laborer	1,500.00
Francis M. Cligrow	Multilith Operator	1,200.00
		\$ 17,604.00

*Agricultural Publications**Editorial Service*

J. E. McClintock	Agricultural Editor	\$ 2,100.00
	(Professor) (part time)	
G. E. Ferris	Assistant Agricultural Editor..	3,182.00
	(Assistant Professor)	
A. J. Patch	Assistant Agricultural Editor..	3,672.00
	(Assistant Professor)	
Ethel Cadley	Instructor	2,866.00
C. E. Wilson	Assistant Professor	3,162.00
Dorothy Sheridan	Stenographer	1,140.00
Reva Lipson	Typist	1,140.00
Martha Borrer	Stenographer	1,020.00

Printing and Distribution

Emerson Frederick	Assistant	\$ 1,620.00
D. S. Gordon	Laborer	1,880.00

Correspondence Courses

J. E. McClintock	Agricultural Editor	\$ 2,490.00
	(Professor) (part time)	
Edith Bauer	Stenographer	1,820.00
		\$ 25,062.00

County Agent Work

W. W. Brownfield	District Supervisor (Professor)	\$ 4,886.00
O. C. Croy	District Supervisor (Associate Professor)	4,284.00
G. R. Eastwood	District Supervisor (Professor)	4,886.00
B. B. Spohn	Supervisor of Projects and Pro- grams (Professor)	4,590.00
Clara Sesler	Stenographer	960.00
Susanne Macino	Stenographer	1,200.00
	3 Agricultural Agents in Train- ing	6,000.00
	1 Additional Agent in Training	1,800.00

*County Agricultural Agents**County*

Sherman L. Anderson	Instructor	Marion	\$ 3,264.00
Volney G. Applegate	Instructor	Harrison	2,866.00
David B. Bailey	Instructor	Warren	2,448.00
Lyman F. Baker	Instructor	Madison	2,764.00
William S. Barnhart	Instructor	Muskingum	3,876.00
Roy E. Battles	Instructor	Clermont	2,764.00
Francis I. Bell	Instructor	Williams	3,866.00
Carl R. Bibbee	Instructor	Hamilton	3,774.00
Carl S. Bittner	Instructor	Ottawa	3,264.00
Forest K. Blair	Instructor	Pickaway	3,866.00
Walter L. Bluck	Instructor	Clinton	3,866.00
E. Howard Bond	Instructor	Henry	3,866.00
B. E. Bradford	Instructor	Hardin	2,764.00
Clarence D. Brown	Instructor	Auglaize	2,866.00
George L. Brown	Instructor	Noble	2,866.00
L. G. Brubaker	Instructor	Union	2,764.00
Wilbur H. Bruner	Instructor	Preble	2,866.00
Virgil D. Burris	Instructor	Medina	3,264.00
G. Harold Chambers	Instructor	Coshocton	3,060.00
R. R. Clymer	Instructor	Defiance	2,764.00
Hugh M. Colville	Instructor	Carroll	2,652.00
W. Henri Coulson	Instructor	Monroe	3,264.00
Lester A. Cronin	Instructor	Tuscarawas	2,652.00
Clifford R. Crum	Instructor	Wyandot	2,764.00

O. L. Cunningham	Instructor	Montgomery....	3,876.00
Elwood Davis	Instructor	Morrow.....	2,754.00
Howard Davison	Instructor	Butler.....	2,958.00
Ralph Dush	Instructor	Putnam.....	2,448.00
Dalton D. Dows	Instructor	Champaign....	3,366.00
Ernest A. Drake	Instructor	Greene.....	3,060.00
George A. Dustman	Instructor	Wayne.....	3,264.00
George G. Everhart	Instructor	Knox.....	3,264.00
Wilbur H. Ford	Instructor	Highland.....	3,264.00
Donald G. Foster	Instructor	Paulding.....	2,346.00
George B. Ganyard	Instructor	Richland.....	2,958.00
Wesley Green	Instructor	Meigs.....	2,856.00
Albert M. Griffin, Jr.	Instructor	Summit.....	2,754.00
Paul E. Haag	Instructor	Adams.....	2,958.00
Charles Haas	Instructor	Geauga.....	2,550.00
Forest G. Hall	Instructor	Hancock.....	3,876.00
Frank G. Haskins	Instructor	Lake.....	3,162.00
James C. Hedge	Instructor	Mahoning.....	3,264.00
Floyd Henderson	Instructor	Jackson.....	2,856.00
Martin L. Howell	Instructor	Seneca.....	3,264.00
James F. Hum	Instructor	Morgan.....	2,448.00
Claude I. Hummel	Instructor	Lorain.....	2,856.00
Guy A. Hummer	Instructor	Huron.....	3,264.00
Thomas H. Johnson	Instructor	Perry.....	3,162.00
Fred R. Keeler	Instructor	Ross.....	3,264.00
Ormann R. Keyser	Instructor	Stark.....	3,264.00
George W. Kreidler	Instructor	Licking.....	3,672.00
Robert W. Lang	Instructor	Belmont.....	3,264.00
Floyd I. Lower	Instructor	Columbiana....	3,876.00
Alonzo W. Marion	Instructor	Mercer.....	3,162.00
Richard O. McFerren	Instructor	Pike.....	2,448.00
Charles D. McGrew	Instructor	Trumbull.....	3,570.00
Shippley N. McIntosh	Instructor	Holmes.....	3,060.00
Dwight P. Miller	Instructor	Darke.....	3,366.00
Russell Miller	Instructor	Crawford.....	2,856.00
Arthur R. Milner	Instructor	Ashtabula....	3,264.00
William W. Montgomery	Instructor	Fayette.....	3,162.00
Ralph W. Munger	Instructor	Shelby.....	3,264.00
Maurice R. Myers	Instructor	Erie.....	2,550.00
Ransom S. Oetzel	Instructor	Van Wert.....	2,448.00
Stanley Porter	Instructor	Lawrence.....	2,958.00
Homer S. Porteus	Instructor	Delaware.....	2,550.00
George H. Pulliam	Instructor	Brown.....	2,550.00
B. W. Reading	Instructor	Sandusky.....	3,264.00
Clarence E. Rowland	Instructor	Clark.....	4,284.00
Everett G. Royer	Instructor	Gallia.....	2,448.00
Otto D. Sands	Instructor	Miami.....	3,366.00
Norman H. Shilliday	Instructor	Ashland.....	3,162.00
Arthur H. Smith	Instructor	Washington....	3,468.00
James R. Smoot	Instructor	Hocking.....	2,652.00
Eugene L. Sparrow	Instructor	Fulton.....	2,346.00
Cyrus B. Stewart	Instructor	Wood.....	2,856.00
Francis P. Taylor	Instructor	Jefferson.....	3,264.00
Harold F. Thayer	Instructor	Fairfield.....	3,264.00
Roger M. Thomas	Instructor	Portage.....	3,366.00
Harold S. Ward	Instructor	Cuyahoga.....	3,876.00
James H. Warner	Instructor	Allen.....	2,754.00
Jesse E. Whonsetler	Instructor	Franklin.....	3,774.00
Elmore O. Williams	Instructor	Lucas.....	3,570.00
George E. Wood	Instructor	Scioto.....	2,652.00
Melvin R. Wright	Instructor	Logan.....	2,550.00
Walter W. Wyckoff	Instructor	Athens.....	3,264.00
		Guernsey.....	3,264.00

Assistant County Agricultural Agents

		<i>County</i>	
Norman C. Arnold	Instructor	Franklin.....	\$ 2,244.00
William Bembower	Instructor	Muskingum....	2,448.00
Lawrence A. Best	Instructor	Fairfield.....	2,040.00
Paul Cunningham	Instructor	Wayne.....	2,346.00
Huber E. Denlinger	Instructor	Darke.....	2,550.00
Leo V. Gafin	Instructor	Washington....	2,040.00
Gerald Huffman	Instructor	Clinton.....	2,142.00
Palmer Jones	Instructor	Licking.....	1,938.00

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Donald F. Rehl	Instructor	Ross.....	1,938.00	
Scott J. Rigdon, Jr.	Instructor	Belmont.....	2,040.00	
George Schmidt	Instructor	Trumbull.....	2,448.00	
John D. Strausbaugh	Instructor	Columbiana.....	2,040.00	
Eldon F. Studebaker	Instructor	Lucas.....	2,040.00	
				\$323,610.00

Land Use Planning

Guy Dowdy	Assistant in Land Use and State Agent, Agricultural Conservation Program.....		\$ 3,876.00	\$ 3,876.00
	(Assistant Professor)			

4-H Club Work

William H. Palmer	State Leader Boys' and Girls' Club Work (Professor)....		\$ 4,590.00	
H. W. Harshfield	Assistant State Leader Boys' and Girls' Club Work.....		3,672.00	
	(Assistant Professor)			
Hulda Horst	Assistant State Leader Boys' and Girls' Club Work.....		3,468.00	
	(Associate Professor)			
Chester C. Lang	Assistant State Leader Boys' and Girls' Club Work.....		4,080.00	
	(Associate Professor)			
Eva M. Kinsey	Assistant State Leader Boys' and Girls' Club Work.....		3,060.00	
	(Assistant Professor)			
Dorothy Gibson	Assistant.....		1,560.00	
				\$ 20,430.00

County Club Agents

		<i>County</i>		
Kenneth Battles	Instructor	Ashtabula.....	\$ 2,856.00	
Clinton C. Caldwell	Instructor	Hamilton.....	3,162.00	
	Instructor	Tuscarawas.....	2,300.00	
Chester N. McGrew	Instructor	Medina.....	1,836.00	
Harley C. Renollet	Instructor	Montgomery.....	2,652.00	
Gabriel Simon	Instructor	Cuyahoga.....	2,448.00	
				\$ 15,254.00

Home Demonstration Work

Minnie Price	State Leader Home Demonstration Work (Professor)....		\$ 4,284.00	
Nellie Watts	Assistant State Leader Home Demonstration Work.....		3,060.00	
	(Assistant Professor)			
Dorothy Hammans	Assistant State Leader Home Demonstration Work.....		3,060.00	
	(Assistant Professor)			
	Home Demonstration Agent... (Gallia County)		1,800.00	
	2 new Home Demonstration Agents.....		3,600.00	
	5 Home Demonstration Agents in Training.....		9,000.00	
Thelma Stewart	Stenographer.....		1,820.00	

Home Demonstration Agents

		<i>County</i>		
Addis Barthelmeh	Instructor	Stark.....	2,628.00	
Virginia Bear	Instructor	Franklin.....	2,652.00	
Elizabeth Beckwith	Instructor	Ashland.....	1,836.00	
Sanna Black	Instructor	Muskingum.....	2,754.00	
Ruth R. Bloom	Instructor	Greene.....	2,448.00	
Jessie Bourne	Instructor	Auglaize.....	2,040.00	
Helen Brown	Instructor	Trumbull.....	2,628.00	
Frances E. Brundige	Instructor	Holmes.....	1,938.00	
Margaret L. Burkley	Instructor	Wayne.....	1,836.00	
Georga F. Burk	Instructor	Montgomery.....	2,448.00	
Mary F. Claytor	Instructor	Washington.....	2,448.00	
Iris Craig	Instructor	Butler.....	2,040.00	
Margaret Cram	Instructor	Perry.....	2,142.00	
Imogene Dean	Instructor	Geauga.....	2,040.00	
Frances Eckert	Instructor	Lorain.....	1,938.00	
Mabel Fernald	Instructor	Huron.....	2,448.00	

Leta Gigax	Instructor	Marion	2,040.00	
Velma J. Golding	Instructor	Portage	1,938.00	
Mary A. Gordon	Instructor	Darke	2,040.00	
Elizabeth Graddy	Instructor	Warren	2,448.00	
Harriet Green	Instructor	Coshocton	2,142.00	
Rossie Greer	Instructor	Lake	2,628.00	
Ruth Hansen	Instructor	Lucas	2,448.00	
Geneva Humphreys	Instructor	Meigs	1,938.00	
Ruth E. Knoch	Instructor	Morgan	1,938.00	
Dorothea Kurtz	Instructor	Fulton	1,938.00	
Pauline Lehman	Instructor	Henry	2,040.00	
Dorcas Marsh	Instructor	Harrison	2,040.00	
Florence McBride	Instructor	Mahoning	2,560.00	
Dolores McCarty	Instructor	Williams	1,938.00	
Louise McClain Converse	Instructor	Jefferson	1,836.00	
Marian McElhanev	Instructor	Licking	2,142.00	
Pauline Mills	Instructor	Champaign	2,040.00	
Marjorie Moore	Instructor	Summit	1,908.00	
Velma Paisley	Instructor	Miami	2,040.00	
Amy Parker	Instructor	Ashtabula	2,448.00	
Erma M. Ramseyer	Instructor	Columbiana	1,836.00	
Doris Snook	Instructor	Seneca	2,040.00	
Dorothy Stamback	Instructor	Scioto	2,142.00	
Ruth Stone	Instructor	Hocking	1,938.00	
Ava Swartz Lime	Instructor	Tuscarawas	2,040.00	
Katherine Tingley	Instructor	Preble	2,448.00	
Margaret Ulmer	Instructor	Sandusky	2,040.00	
Grace Wagner	Instructor	Wood	2,560.00	
Fanchon Warfield	Instructor	Guernsey	2,346.00	
Odean Waugh	Instructor	Van Wert	2,040.00	
Mabel Westervelt	Instructor	Fairfield	2,346.00	
Eleanor Whitney	Instructor	Belmont	2,244.00	
Eva M. Williamson	Instructor	Jackson	2,040.00	
Mary C. Wiseman	Instructor	Crawford	1,836.00	
				\$134,754.00
<i>Clothing</i>				
Edna Callahan	Associate Professor		\$ 3,570.00	
Edith Berry	Assistant Professor		2,754.00	\$ 6,324.00
<i>Home Management</i>				
Thelma Beall	Assistant Professor		\$ 3,264.00	
Katherine Rupert	Stenographer		960.00	\$ 4,224.00
<i>Nutrition</i>				
Alma Garvin	Associate Professor		\$ 3,866.00	
Norma Aschbacher	Assistant Professor		2,550.00	\$ 5,916.00
<i>Child Development</i>				
Mary Gerlaugh	Assistant Professor		\$ 3,060.00	\$ 3,060.00
<i>Home Furnishings</i>				
Anne Biebricher	Associate Professor		\$ 3,866.00	
Alice McKinney	Assistant Professor		2,550.00	\$ 5,916.00
<i>Agronomy</i>				
Earl Jones	Associate Professor		\$ 4,080.00	
John A. Slipher	Associate Professor		5,100.00	
David R. Dodd	Professor (part time)		3,720.00	
David F. Beard	Instructor ($\frac{3}{4}$ time)		2,220.00	
Frederick J. Salter	Assistant Professor ($\frac{3}{4}$ time)		2,520.00	
	Instructor (part time)		725.00	
Ralph E. Kunze	Assistant (part time)		600.00	
Malcolm McVicker	Assistant (part time)		600.00	
R. H. Simon	Assistant (part time)		360.00	
Evlyn Ball	Stenographer		1,200.00	
Gertrude Dietsch	Assistant		1,200.00	
Bertha Fischer	Stenographer ($\frac{1}{2}$ time)		510.00	
	Stenographer		1,080.00	\$ 23,915.00

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Soil Conservation

Everett P. Reed Assistant Professor \$ 4,080.00 \$ 4,080.00

Horticulture

Fruit Growing

Frank H. Beach Professor \$ 4,488.00
Cecelia Laufersweiler Stenographer (¾ time) 840.00

Vegetable Gardening

Earl B. Tussing Assistant Professor \$ 3,672.00
Joseph H. Boyd Assistant Professor 3,672.00
Specialist 1,000.00
Kathryn Stegmiller Stenographer (¾ time) 840.00

Forestry

Forest W. Dean Assistant Professor \$ 3,468.00
Mary Wilkinson Stenographer (part time) 180.00

Floriculture

Victor Ries Assistant Professor \$ 3,570.00
Gustav H. Poesch Assistant Professor (¾ time) .. 1,530.00
L. C. Chadwick Associate Professor (¾ time) .. 816.00
Thelma Davis Stenographer (¾ time) 480.00

\$ 24,556.00

Rural Economics

Farm Management

Lyle H. Barnes Assistant Professor \$ 3,672.00
Floyd S. DeLashmutt Assistant Professor 3,468.00
Guy W. Miller Associate Professor 4,284.00
Virgil R. Wertz Professor (¾ time) 3,264.00
Ernest Heiby Assistant 1,200.00
Margaret McDonald Assistant 1,380.00
Richard H. Baker Assistant 1,200.00
Virginia Baker Stenographer 1,200.00

Farm Marketing

C. W. Hammans Associate Professor \$ 3,876.00
Herbert H. Varney Assistant Professor 3,876.00
Bert A. Wallace Associate Professor 3,876.00
Rose Forquer Stenographer 1,140.00

Rural Sociology

Robert B. Tom Assistant Professor \$ 3,570.00
Jacob P. Schmidt Professor of Rural Sociology and
Supervisor Farmers' Institutes 2,193.00
(¾ time)
Assistant 2,000.00

\$ 40,199.00

Entomology

T. H. Parks Professor \$ 4,488.00
Winston E. Dunham Assistant Professor (¾ time) .. 1,530.00
Margie Jones Stenographer (¾ time) 660.00

\$ 6,678.00

Plant Pathology

C. C. Allison Assistant Professor \$ 3,876.00
Margie Jones Stenographer (¾ time) 660.00

\$ 4,536.00

Agricultural Engineering

Roderick D. Barden Associate Professor \$ 3,876.00
Israel P. Blauser Assistant Professor 4,080.00
Virgil Overholt Professor (¾ time) 3,498.00
George R. Shjer Instructor (¾ time) 1,530.00
Eleanor Beall Stenographer 1,020.00
Thelma Shafer Stenographer (¾ time) 480.00

\$ 14,484.00

Animal Husbandry

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Lawrence K. Bear	Assistant Professor	\$ 3,468.00
Leo P. McCann	Professor	4,488.00
John W. Wuichet	Professor	4,284.00
Helen Krebs	Stenographer	1,200.00
Margaret Koerner	Student Clerk (½ time).....	480.00

\$ 13,920.00

Dairy Husbandry

Charles L. Blackman	Professor	\$ 4,080.00
Ivan McKellip	Professor	3,876.00
Cecil Allen	Clerk	1,200.00

\$ 9,156.00

Poultry Husbandry

Raymond E. Cray	Associate Professor	\$ 3,876.00
Clarence M. Ferguson	Associate Professor	3,876.00
Lena M. Maass	Stenographer	1,140.00
Georgianna Hedges	Stenographer	1,140.00
Mary Liberatore	Stenographer	900.00

\$ 10,932.00

Dairy Technology

Alice Gillam	Clerk	\$ 960.00
Patricia Kelly	Student Stenographer (½ time).....	480.00
Mary Whitlinger	Stenographer (part time)	360.00

\$ 1,800.00

Farmers' Institutes

J. P. Schmidt	Professor of Rural Sociology and Supervisor Farmers' Institutes (½ time)	\$2,193.00
Margaret Huffman	Secretary of Farmers' Institutes..	1,500.00

\$ 3,693.00

Total for Agricultural Extension.....

\$723,979.00

Explanation of Projects:

Project No. 1 — Administration	\$ 34,329.00
Project No. 1A — Agricultural Publications—Editorial Service.....	20,752.00
Project No. 1B — Agricultural Publications—Printing and Distribution	17,500.00
Project No. 1C — Agricultural Publications—Correspondence Courses.	3,810.00
Project No. 2 — County Agent Work.....	508,841.00
Project No. 2A — Land Use Planning.....	9,816.00
Project No. 3 — 4-H Club Work.....	44,214.00
Project No. 4 — Home Demonstration Work.....	167,884.00
Project No. 4A — Clothing	7,724.00
Project No. 4B — Home Management	4,924.00
Project No. 4C — Nutrition	7,816.00
Project No. 4D — Child Development	3,760.00
Project No. 4E — Home Furnishings	7,316.00
Project No. 5 — Agronomy	26,615.00
Project No. 5A — Soil Conservation	4,780.00
Project No. 6A — Horticulture—Fruit Growing	6,028.00
Project No. 6B — Horticulture—Vegetable Gardening	10,584.00
Project No. 6C — Horticulture—Forestry	4,848.00
Project No. 6D — Horticulture—Floriculture	7,682.91
Project No. 7A — Rural Economics—Farm Management.....	23,268.00
Project No. 7B — Rural Economics—Farm Marketing	15,168.00
Project No. 7C — Rural Economics—Rural Sociology	8,813.00
Project No. 8A — Entomology	8,128.00
Project No. 8B — Plant Pathology	5,636.00
Project No. 9 — Agricultural Engineering	17,909.00
Project No. 10 — Animal Husbandry	16,220.00
Project No. 10A — Dairy Husbandry	10,656.00
Project No. 11 — Poultry Husbandry	12,732.00
Project No. 12 — Dairy Technology	2,300.00
Project No. 13 — Farmers' Institutes	22,313.00
Project No. 14 — Farmers' Week	2,000.00
Total for all Projects.....	\$1,043,366.91

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SUMMARY STATEMENT—1939-1940

Income

Total receipts from State, Federal, and County funds..... \$1,043,366.91

Expenditures

TOTALS BY PROJECTS, INCLUDING SALARIES, EQUIPMENT, TRAVEL, AND SUPPLIES

Project No.	Smith-Lever		Capper-Ketcham	Capper-Ketcham Offsetting	Not Offsetting		Clark-McNary Offset	Clark-McNary	Soil Conservation
	Federal	State			State	County			
1	\$ 21,872.00	\$ 6,852.00			\$ 5,605.00				
1-A	15,128.00	3,264.00			2,360.00				
1-B	11,591.98		\$ 1,508.02		4,400.00				
1-C					3,810.00				
2	267,061.00	46,605.00	19,074.00	\$19,797.02		\$156,313.98			
2-A	8,340.00	1,476.00							
3	32,642.00	5,220.88			2,671.12	3,680.00			
4	70,766.00	46,653.00	19,215.00		1,880.00	29,380.00			
4-A	4,154.00	3,570.00							
4-B	3,292.00	1,632.00							
4-C	3,950.00	3,366.00							
4-D	3,760.00								
4-E	3,950.00	3,366.00							
5	21,935.00	4,080.00			600.00				
5-A	700.00	1,580.00							\$2,500.00
6-A	6,028.00								
6-B	6,912.00	3,672.00							
6-C		1,288.00					\$1,440.00	\$1,440.00	
6-D	2,996.91				4,686.00				
7-A	17,030.00	5,548.00			690.00				
7-B	11,292.00	3,876.00							
7-C	3,893.00				4,920.00				
8-A	3,640.00	4,488.00							
8-B	5,636.00								
9	9,981.00	4,080.00			3,848.00				
10	7,098.00	4,488.00			4,634.00				
10-A	5,156.00	5,280.00			220.00				
11	7,716.00	3,876.00			1,140.00				
12					2,300.00				
13					6,913.00	15,400.00			
14					2,000.00				
	\$556,500.89	\$164,260.00	\$39,797.02	\$19,797.02	\$52,857.12	\$204,773.98	\$1,440.00	\$1,440.00	\$2,500.00

Total for all Projects..... \$1,043,366.91

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7-10-39

The Acting President now presented the following budget as prepared and approved by the Board of Directors, of the Ohio State University Development Fund covering the period from July 1, 1939, to January 1, 1940:

Salaries	\$4,290.00
Office Equipment	575.00
Office Supplies	200.00
Communications:	
Postage	1,000.00
Telephone and Telegram.....	150.00
Printing	1,500.00
Travel	1,000.00
Miscellaneous	135.00
Wages	150.00
Total.....	<u>\$9,000.00</u>

The Acting President recommended that the Board of Trustees appropriate from the Interest on Endowment Fund the sum of \$9,000 to carry the Development Fund budget from July 1, 1939, to January 1, 1940. Upon motion of Mr. Atkinson, seconded by Dr. Russell, the above recommendation of the Acting President was upon roll call unanimously approved.

* * * * *

Thereupon the Board adjourned to meet at Gibraltar Island on August 14, 15, and 16, 1939.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND SIXTEENTH MEETING OF THE BOARD OF TRUSTEES

Gibraltar Island, Ohio, August 14, 1939.

The Board of Trustees met at Gibraltar Island, Ohio, at 7:30 P. M.

Present: Herbert S. Atkinson, Carlton S. Dargusch, Dr. Clinton J. Altmaier, Leo L. Rummell, and Dr. Burrell Russell. In the absence of the Chairman, Miss M. Edith Campbell, Mr. Atkinson, Vice-Chairman, presided.

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The minutes of the last meeting were approved.

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Mr. Dargusch, as Chairman of the special committee of the Board, presented the following report with respect to the existence of un-Americanism at the University:

REPORT OF AN INVESTIGATING COMMITTEE OF THE BOARD OF TRUSTEES, OHIO STATE UNIVERSITY, WITH RESPECT TO THE EXISTENCE OF UN-AMERICANISM AT THE UNIVERSITY

The Franklin County Council of the American Legion, at a meeting held January 31, 1939, adopted the following resolution, which appears as Exhibit No. 1 of the record of the hearings of this Committee:

"RESOLVED: That the Franklin County Council of the American Legion, composed of duly elected delegates from the seventeen American Legion Posts in Franklin County having a total paid membership of thirty-five hundred World War Veterans, in regular meeting assembled this 31st day of January, 1939, hereby demand that the Trustees and officials of the Ohio State University and other public supported colleges, universities, and our public schools deny the use of buildings and grounds of our state universities, colleges, and public schools to any organization or group not truly American in principle and which teaches or disseminates by hand or mouth any un-American principles or doctrines.

That the General Assembly of Ohio is hereby petitioned to conduct a thorough investigation of the subversive activities of and membership in the Communist Party and its affiliated groups and other un-American organizations of certain officials, professors, teachers, and employees of the Ohio State University and other public supported colleges and universities and the public schools of Ohio by a special committee of the General Assembly or through the office of the Attorney General of Ohio, with a view to enactment of laws providing

for the expulsion from our public schools, colleges, and universities of any student found guilty of circulating by hand or mouth un-American doctrines or being enrolled as a member in any group or organization connected in any way with the Communist Party or any other un-American group; and for the dismissal of any teacher, professor, or employee of our public schools and universities found guilty of the same acts with the penalty that such teacher, professor, or employee of our public school system be forever debarred from employment in any institution or agency of the state of Ohio or any political subdivision thereof."

A copy of said resolution was sent by the Franklin County Council to the Acting President of The Ohio State University. The Board of Trustees of the University at its meeting on February 13, 1939, authorized an investigating committee by the following resolution:

"BE IT RESOLVED by the Board of Trustees of The Ohio State University that an investigating committee from the Board of Trustees be created, for the purpose of investigating the recent charges made with respect to the existence of un-Americanism at the University;

That the committee be instructed by the Board of Trustees, for its guidance, that the Board recognizes the fundamental rights of freedom of speech and academic freedom. The Board also recognizes that there is a logical and definite distinction between the advocacy of controversial matters as contrasted to the academic considerations of these matters;

That such investigating committee be authorized and empowered to require the appearance of any person or the production of any records in the possession of any person subject to university discipline and to invite persons not subject to university discipline to appear before the committee in the course of the investigation;

That all hearings be open to the public press in order that the public may be fully advised and that reports of the committee, when submitted to the Board, be available to the public; and

That such committee be directed to work in full cooperation with all public officials and to make its report and recommendation at the earliest possible time, not later than the first of April, 1939."

By subsequent action of the Board of Trustees, the time of making the report and recommendations was extended to the August 14th meeting.

The Committee charged with the above mentioned investigation was composed of Carlton S. Dargusch, Chairman, H. S. Atkinson and Clinton J. Altmaier. The Committee employed Simon P. Dunkle, Columbus, Ohio, as investigator to gather evidence, arrange for the calling and questioning of witnesses and to assist in the actual conduct of the hearings from time to time. The proceedings of the Committee are attached hereto as the record.

The Committee called and questioned in open hearings, said hearings being open to the press, fifty witnesses, all of whom appeared before the Committee voluntarily, no more than an invitation becom-

ing necessary at any time. Included in the above-mentioned number of witnesses were several who were recalled before the Committee for further testimony.

The Committee, during the hearings, on numerous occasions called upon all persons who might have information bearing on the subject of the investigation, to come before it and the chairman instructed the Committee's assistant on numerous occasions to invite the attendance of certain persons who had either publicly stated or announced that they had evidence bearing on alleged subversive activities on the campus.

At its first meeting held Friday, February 17, 1939, at the State Office Building, Columbus, Ohio, the Committee called certain officials of the Franklin County Council of the American Legion, including members of the Americanism Committee of said Council. Ernest Grabiell, Chairman of the Americanism Committee of this Council, read into the record a written statement, which, in part, is as follows:

"The Franklin County Council of the American Legion has from time to time received complaints of un-American activities on the campus of The Ohio State University by various subversive groups. The immediate occasion for the adoption of a resolution by the Council, requesting an investigation of such activities, was news items appearing in the Ohio State Lantern issued January 26, 1939, and an editorial with reference to these meetings appearing in the issue of January 27, 1939."

The news items referred to were as follows:

"MARXISTS CONDUCT SATURDAY CLASSES

Marxism classes are being conducted from 2 to 4 P. M., Saturday, in the Ohio Union as a supplement to the regular Sunday meetings of the Marxist Club, Sara Tobacman, Ed-1, president, stated today. Three book reviews will feature the meeting Sunday, February 5th.

Angelo Herdon, Negro author of 'Let Me Live,' and vice-president of the Young Communist League, or Oscar Rucher, Negro member of the Cuyahoga County Communist party, will be guest speaker at a Lincoln memorial meeting February 13th. 'Lenin in October,' a Russian movie with English subtitles, will be shown at 7:45 P. M., February 24th, in the Chemistry Auditorium.

The annual Lenin memorial meeting to be held February 27th will have Andrew R. Onda, chairman of the Communist party of Cuyahoga County, as speaker."

Mr. Grabiell further referred to a news story purporting to have appeared in the Ohio State Lantern announcing the annual strike against war by the Peace Mobilization Committee and in which story the committee is alleged to have adopted a resolution protesting against the embargo on Loyalist Spain and urging the lifting of said embargo. From his testimony, it appears that the primary basis for the request of the Franklin County Council for an investigation arises out of the activities of the Marxist Club, the American Student Alliance, and the Peace Mobilization Committee. Mr. Grabiell stated that the American Student Alliance is a branch or an affiliate of the American Student Union, which organization resulted from a coalition of

the Student League for Industrial Democracy and the National Student League, the latter, he said, being the American section of the Proletarian Youth League of Moscow. He stated that the American Student Union was organized at Columbus, Ohio, in 1935.

With reference to the Marxist Club, Mr. Grabiell stated that it had been active on the campus for a period of three years and has for its program the study of the life and works of Karl Marx, who organized and controlled the first Communist International and said that the Council was further reliably informed that the faculty adviser of this group has never attended one of the meetings. It was alleged by Mr. Grabiell that in view of these facts it was the opinion of the Franklin County Council that it should not be the basis of extra-curricular or campus club activities. The American Legion, he stated, questions the propriety of recognizing clubs whose campus activities include eulogies and memorials to such characters as Lenin. He says there is no plausible excuse for official approval or sanction of such organizations as the Marxist Club and the American Student Alliance on the campus of any American university.

According to information which Mr. Grabiell furnished, the American Student Union claims to have led as many as 500,000 students out in annual April 22nd peace strikes in the United States in former years. He is of the opinion that this would clearly indicate that the Peace Mobilization Committee on the campus grounds of Ohio State University is an activity of the American Student Union.

Other witnesses appearing at the first hearing of the Committee on February 17, 1939, disclosed that on February 9, 1939, a meeting was called at the Elks Club on East Broad Street, which was attended by some seventy-five persons representing various fraternal, patriotic and civic organizations. It was disclosed that a number of persons addressed the meeting on Americanism and the democratic form of government, several persons making certain allegations as to the existence of un-American activities on the campus of the University. The Committee was told that Mr. Pierre Barthalow, at that time Exalted Ruler of the Columbus Lodge, B.P.O.E., and Colonel Charles W. Wallace, secretary of said Lodge, were among the speakers; that Mr. William Monahan of Defiance, Ohio, who is chairman of the Americanization Committee of the State Department of the American Legion, and Mr. Arden S. Turner, a former student at Ohio State University, were other speakers. A student who gave his name, according to the testimony and files in the records of this Committee, as David Gaede, also addressed the group. Before closing the meeting, a resolution was adopted, a copy of which is available, endorsing the action of the American Legion in calling for an investigation of subversive teachings in the public schools and colleges of Ohio. The resolution is said to have been adopted without discussion or opposition.

At the first hearing of the Committee there was placed in the record a certain pamphlet said to have been circulated generally in and around the University campus, which pamphlet is quoted in full as follows:

"ALL STUDENTS AND WORKERS

The American Legion's 'Red menace' investigation is your concern. Investigations of 'Red' or 'un-American' activities have meant one thing only to the workers—the violation of workers' rights, further lowering of their miserable living

standards, etc. Whoever is opposed to this attack on the workers is called a 'Red.' The attack to be successful, must remove all opposition. Hence every legal and illegal means is used to oust the 'Reds' from the labor movement.

The hullabaloo about Red activities can mean but one thing to the student—a further deprivation of academic freedom, the ideas to which he may be exposed will be more carefully censored than ever; he is to be told just what he may or may not think. This phase of the 'Red scare' is a part of the larger problem of the investigations meaning for labor. Much will be said about the campus Reds who foment strikes in Columbus; about the students on picket lines in the packing house strike of a few years ago; about their activity in the Ault plant strike; about their role in the street car strike last spring.

THIS 'RED MENACE' IS A SMOKE SCREEN. Behind it the Legion leaders and their fellow advocates of reaction are preparing to smash all labor organization, to destroy student independence, to lower the criminally inadequate relief standards, to slash wages, and to pave the way for WAR.

The Board of Trustees at Ohio State University is about to select a new president. The American Legion leaders, coming forward at this moment with their phoney cry of 'Communism on the campus,' heralds a pressure campaign for the appointment of a reactionary to the post. **THE WORKERS AND STUDENTS OF COLUMBUS MUST STOP THIS ATTACK.** The only answer to reaction's attack is **AN ORGANIZED FIGHT** for workers' rights, for the end of campus control by politicians, for smashing those would-be Fascist moves against the working class. The Legion leaders and the rotten ideals they have fostered in the Legion must be exposed for what they are—strike-breakers, Red-baiters, and anti-laborites. Their influence on the campus and in the University must be broken.

The American Legion leaders never protest against the use of students as scabs, thugs, and strike-breakers, but when the student is on the side of the worker he is branded as 'un-American.' According to the Legion leaders a worker's fight for better conditions is 'un-American'; strike-breaking A la Student Americaneers (the Legion's campus strongarm squad) is American. Stool-pigeons are American—strikers and their supporters are 'un-American.'

In order to fight this reactionary menace **EXPOSE ITS SOURCE—ITS FALSITY—ITS MEANINGS PROTEST THE SQUANDERING OF FUNDS FOR A 'BABY DIES COMMITTEE' STOP THE LEGISLATURE FROM CUTTING RELIEF FUNDS! ORGANIZE TO FIGHT THE MENACE!**

WORKERS OF COLUMBUS—STUDENTS AT OHIO STATE: Organize against this anti-working class drive of reaction. Fight against reactionary domination of the campus. Crush the growing menace of Legion control. Demand a REAL voice in campus affairs and a voice in the selection of your new president. Demand representation on the Board of Trustees. Protest in your unions. Build organizations of self defense.

ORGANIZE EFFECTIVELY — FIGHT BACK!

If you are interested in protecting your rights, write for further information to:

Columbus Unit — Revolutionary Workers' League
 District Headquarters
 2071 East 30th Street, Cleveland, Ohio."

It appears that the Revolutionary Workers' League maintains a headquarters at 2071 East 30th Street, Cleveland, Ohio. Investigation disclosed that the Revolutionary Workers' League of the United States, the parent organization, maintains headquarters at 1904 Division Street, Chicago, Illinois. Investigation further disclosed that the Revolutionary Workers' League is an affiliate of the Communist party of the United States.

Before hearings of the Committee were consummated another pamphlet of a similar nature was given some distribution in the city of Columbus.

The committee finds that the American Student Alliance of Ohio State University is an affiliate of the national organization, the American Student Union. The American Student Union was formed in December, 1935, at a meeting held at the Y.W.C.A., South Fourth Street in the city of Columbus. According to A. Lynn Altenbernd, president of the local organization, the group has developed its purpose since the time of its organization to the point that, he said, its program may best be summarized as supporting the social objectives of the New Deal. Mr. Altenbernd said that the original constitution of the local group contains as its purpose "to unite students in their desire for peace, freedom, economic security, free education, and equal opportunities of education for all, no matter what creed, color or race." He further said that the national program of the American Student Union includes:

1. Education and security. The rapid extension of educational facilities, school building program, economic aid to the student, establishment of cooperative houses, eating places and bookstores, is one of its objectives, including the enactment of social security legislation and organization of workers into legitimate trade unions.

2. Defense of academic freedom. The Union defends the independence of the student and the teacher. It presses for representation from labor and other progressive groups on Boards of Trustees and Boards of Education; it exerts every effort to revitalize the curriculum, to provide content and social purpose for education; it encourages and supports progressive and socially-minded action outside the curriculum.

3. The school and minority races. The American Student Union stands against racial quotas and differentia, is against intolerance, Jim Crowism and segregation.

Altenbernd stated that the Fourth National Convention of the American Student Union in December, 1938, made certain other additions and amendments to the program. He said education must take the initiative in giving youth a working faith in democracy. To this end, he said, "we advocate that chapters undertake a 'primer for democracy' course. The educational community must be a democratic organization if it is to teach successfully the principles of our democracy. This means that for teachers and students alike, there should be

complete academic freedom." He said it is urged that increasing co-operation among students, faculty, and administration must exist so that all three will have a voice in determining the policies governing the institution. He said that the educational system must revise its curriculum in terms of present-day problems and needs.

The 1938 convention urged, according to Altenbernd, that "Democracy must be kept moving forward by making democracy serve human needs; that the human needs are a vigorous foreign policy that can check aggression, a program that will give security to every home in America and increased opportunity for every young person." He said "specifically this means (1) federal aid to education; (2) adequate social security legislation; (3) extension of NYA; (4) federal slum clearance and housing program; (5) a peace program that will defend democracy; (6) federal health program; (7) defense of Wagner Labor Act; (8) security of tenure and cost of production for the farmer; (9) anti-lynching legislation."

Altenbernd further stated that the American Student Union urged a democratically controlled foreign policy enacted into legislation that would halt American participation in Japanese aggression; that would lift the embargo on the loyalist government of Spain; that would not reward aggression and penalize the victims of such aggression. He said that it approves the steps taken by the United States at Lima to strengthen democracy in the western hemisphere; that it urges education for and support of a democratic application of the "Good Neighbor" policy; that it urges multi-lateral disarmament; that the ROTC be made optional; that ROTC undertake a review of its material and personnel so that there may be no doubt of the devotion of the ROTC to democracy.

Altenbernd further said that local chapters need not follow the national program of the American Student Union but that they may not publicly oppose the program in the name of the organization. With reference to the local chapter of the American Student Alliance, he said that its activities were along the line of discussions of topics of general appeal. He said that various speakers, both on and off the campus, have attended meetings and taken part in discussions, including Joseph P. Lash, National Executive Secretary of the American Student Union.

Some members of the American Student Alliance are also members of (1) Marxist Club, (2) Peace Mobilization Committee, (3) Social Problems Congress. Previous to the November election of 1938, the American Student Alliance urged students to vote by absentee ballot.

The record shows that the American Student Alliance carried on its membership rolls during the winter quarter, 1939, forty-three active members. The Committee heard a number of members of the American Student Alliance in addition to Mr. Altenbernd. The testimony is largely cumulative and sustains the foregoing views expressed by the Alliance president. The witnesses denied that the American Student Alliance has received outside financial assistance.

The University records disclose that the American Student Alliance has designated one faculty adviser, Professor C. C. North.

The Committee finds that the Marxist Club was organized on the campus May 18, 1937, and has no connection with an outside or parent organization. The Marxist Club has approximately twelve members.

It is engaged in a study of the theories of Marxism as laid down by Karl Marx and Friederich Engels. At the time witnesses were examined by the Committee with reference to the aims and purposes of the club, they were engaged in the study of the Communist "manifesto." The club endeavors to have two study sessions a week, usually held on Saturday and Sunday. The Saturday afternoon sessions are devoted, according to its president, Sara Tobacman, to a study class in basic Marxist theories; the Sunday meetings are usually in the form of discussions and on frequent occasions persons interested, and who might be classed as authorities on these questions, are invited to appear before the group and deliver addresses. The Marxist Club has acquired a library, which library is located in the Ohio Union Building on the campus of the University and contains pertinent books and pamphlets and other material for reference work in the study of these theories. The library was accumulated by the contributions of members and friends of members, some few books and pamphlets being purchased with funds raised by dues, collections, and admissions.

The club has sponsored exhibitions of moving pictures. From this source, funds are made available for club activities. In answer to questions relative to outside financial aid, the record discloses that the entire financial responsibility of the organization is borne directly by the members. It was denied that the club receives funds from any other source than those mentioned herein.

The club made an effort to interest outside groups in the cause of Loyalist Spain. These efforts, however, seemed to have little, if any, effect.

The Committee had some difficulty in ascertaining from witnesses interrogated about the Marxist Club as to who formulated the policies and carried on the major part of the discussions. Testimony seems to reveal as leaders the president, Sara Tobacman, and Joseph Tracht, who, the records disclose, is the secretary of the group and of Communist leanings. When questioned specifically as to who suggested the names of outside speakers invited to address the club, the only testimony was to the effect that "some one mentioned the names and it was decided that they should be invited." The Committee was unable to obtain any information with reference to any outside source which maintained a speakers bureau for such purposes. The expenses of speakers were borne by the club itself by assessments made at the time.

The record indicates that the Marxist Club receives literature and procures reading material from the New York Workers' League Library.

PEACE MOBILIZATION COMMITTEE

The Peace Mobilization Committee is composed of representatives of twenty-seven campus organizations. They are: Women's Recreation Association, Marxist Club, Lantern, Socialist Club, Makio, Arts College Council, Educational Council, Hillel Foundation, Indianola Student Center, Scholaris, Sun Dial, Canfield Club, Northminster Young Peoples Fellowship, Mortar Board, Chimes, Independent Men's Association, University Religious Council, Young Men's Christian Association, Phi Eta Sigma, International Relations Club, American Student Alliance, Westminster Chapel, Young Women's Christian Association, Youth Committee against War, Philosophy Club, Cosmopolitan Club, Independent Women's Association.

It has been in existence on the campus for approximately five years and its main object or purpose seems to be the discussion of the causes of war and the methods of eliminating the causes of war, together with an annual demonstration of "peace strike," which is held each year. Each of the above organizations elects a representative on the committee.

E. Allen Helms, Professor of Political Science at the University, is faculty adviser for the Peace Mobilization Committee and, upon examination, discussed at some length the aims and purposes of the group.

SOCIALIST CLUB

The Committee finds that the Socialist Club was organized in May, 1936, and has approximately ten members. During the school year last past, and more particularly during the conduct of the hearings of the Committee, this club was practically dormant, as it held but few meetings. At the outset, it was organized as a discussion group and named Professors English, Landon, and Herbst as its faculty advisers.

MISCELLANEOUS ORGANIZATIONS

At the hearings developed from day to day, the Committee's attention was directed to other campus organizations, among them the American Federation of Teachers, Ohio League for Constitutional Rights, National Student League, Student League for Industrial Democracy, University Anti-Negro Guild, and the Student Americaners. The record will disclose fully the scope of the Committee's investigation into these organizations.

FILM CENSORSHIP

An examination of the record of the Committee will disclose that considerable time has been devoted to the question of film censorship and the interest displayed by certain members of the faculty in the review and admission of certain moving pictures.

The Amkino Corporation, an agency for the distribution of Russian made films, has presented a number of pictures to the Division of Film Censorship, Department of Education of the state of Ohio, some of which have been passed without elimination, some with elimination, and one film denied public exhibition. The purpose of the investigation, from the standpoint of the Committee, has been to ascertain the interest displayed by members of the faculty and of the student body of the University in the censorship of certain films. The testimony discloses various opinions on (1) the general question of film censorship, (2) the censorship of films alleged to be of a propaganda nature, (3) films of Russian government origin.

The records shows that Selig Pitt is the representative in Ohio of the Amkino Film Distributing Corporation. Pitt has urged members of one or more of the clubs or organizations mentioned in this report to display his films. On occasions, members of the faculty of the University have written the Director of the Division of Film Censorship urging the passage of Amkino films. The interest displayed towards the question of film censorship by the members of the faculty or of the student body of the University with respect to pictures made in this country has been little in contrast to that displayed with reference to

Russian made pictures. It is pointed out specifically with reference to the picture "Spain in Flames" that a number of the members of the faculty urged its passage.

CONCLUSIONS AND RECOMMENDATIONS

The student body of The Ohio State University numbers 13,155 persons and 2,517 persons constitute the faculty and service staff. The persons constituting the faculty and service staff and the student body of the Ohio State University represent practically every racial group, religious faith, and political preference. The University represents a community larger in population than many of the county seats of Ohio.

In this great institution, attended by 13,000 students, the organizations under investigation, such as the American Student Alliance, Marxist Club, Socialist Club, and Peace Mobilization Committee, have a total membership which, eliminating overlapping memberships, will not exceed 75 persons. It is understandable that in a community so highly diversified with respect to race, religion, and political philosophy differences of viewpoint and opinion will exist. It is likewise natural and refreshing that controversial subjects are freely and openly discussed.

The University's major concern with the student is with respect to his life on the campus and with relationship to University affairs. Judgments expressed with respect to the activities of students should have regard for the fact that not all students are mature and because of age are inclined to be impressionable. Even with these factors it is noteworthy that active student interest in the activities of the American Student Alliance, Marxist Club, Socialist Club, and Peace Mobilization Committee at the University is maintained on the part of about 75 students. In other words, less than 1 per cent of the University population expresses any real interest in such activities. If it be assumed that such activities are objectionable, we do not feel that the University should be generally condemned for the activities of a fraction of a per cent of the population of the community. On the other hand, we can not excuse the infractions of a few because the University generally is without fault. It must be admitted that the University has lacked adequate supervision of student organizations. Where student organizations are found to exist which do not reflect the philosophies or principles of the institution, they should be denied further existence.

The testimony generally of Joseph Tracht, Secretary of the Marxist Club, is grounds, in our judgment, for recommending the dissolution of the Marxist Club as a University recognized organization.

The admitted activities of Tracht belie the testimony of other witnesses that the Marxist Club is a pure study group and it is quite evident that the activities of the Marxist Club have tended to the propagandizing of the Marxist philosophy.

While the election laws of Ohio recognize the right of a person to be a candidate for office on the Communist ticket, we do not believe that a publicly supported institution has any right to give aid and assistance in the form of recognition and quarters to organizations such as the Marxist Club.

While we do not believe that the American Student Alliance has at all times been conducted in the best interests of the University, we

find no specific ground for recommending present Board action with respect to that organization.

We express no conclusions as to the following: (a) Ohio League for Constitutional Rights (because it is not a University recognized organization); (b) National Students League and Student League for Industrial Democracy (these organizations merged into American Student Union); (c) University Anti-Negro Guild (because it is no longer active and at no time had University recognition); (d) Student Americaners (because its campus activities ceased prior to this investigation).

The Committee finds no evidence to support the allegations that faculty members or employees of the University have advocated things un-American or subversive in their nature. Many professors discuss political philosophies in their class rooms at variance with the philosophy of our government, but in no instance has the proof shown the treatment of such subjects to go beyond discussion. A university which did not permit a free class room discussion of controversial subjects would cease to be an institution of learning. We do not believe that all members of the faculty have at all times acquitted themselves in the best interests of the University and it is felt that more temperate action on the part of a few would be conducive to better public relations as far as the University is concerned. What we speak of here are those things which are in bad taste rather than subversive in their nature.

The Committee recommends specifically to the Board of Trustees that action be taken as follows:

1. Faculty advisers should be required to attend the meetings of the organization for which they have been designated as advisers. Reports by advisers should be required to be filed in the office of the President at fixed intervals. Advisers should be able at all times to inform the President concerning the plans and activities of the organization for which they are advisers. No activity of any kind should be engaged in by the organization without first discussing the matter with the faculty adviser. Faculty advisers should ascertain the existence of outside affiliations of campus organizations, sources of information or literature from outside sources and be fully informed as to the receiving of contributions or other financial aid from all sources.

2. That the Council on Student Affairs at the University be required to scrutinize more carefully all campus organizations. That the Council on Student Affairs be required to advise with and consult faculty advisers periodically.

The Board of Trustees of the University reaffirms its fixed policy that members of the faculty differentiate clearly between the matter of education and the matter of propaganda; the Committee realizes that the line of demarcation between advocacy and discussion is not always clearly defined. Controversial elements may be discussed and full discussion assured by the presentation of all phases of the subject under consideration.

Respectfully submitted,

(Signed) CARLTON S. DARGUSCH, *Chairman*

(Signed) H. S. ATKINSON, *Member*

(Signed) CLINTON J. ALTMAIER, M.D., *Member*

Mr. Dargusch moved that the above report be accepted by the Board and that the recommendations contained therein be approved. This motion was seconded by Dr. Russell and upon roll call was unanimously approved.

* * * * *

Mr. Dargusch now presented the final bill of Mr. Simon P. Dunkle, employed by the above committee as investigator, in the amount of \$250, and moved that said bill be approved. This motion was seconded by Dr. Altmaier and upon roll call was unanimously approved.

* * * * *

Thereupon the Board recessed to meet in the morning.

August 15, 1939.

The Board of Trustees resumed its session at 1:30 P. M.

Present: Herbert S. Atkinson, Dr. Clinton J. Altmaier, Leo L. Rummell, and Dr. Burrell Russell.

* * * * *

The Secretary reported to the Board for record that the Women's Dormitories Bonds Nos. 1-100, inclusive, were delivered to the State Treasury on August 7, 1939.

* * * * *

The Secretary now presented the following easement for highway purposes. Upon motion of Dr. Russell, seconded by Mr. Rummell, the Board by unanimous vote authorized and directed the Chairman and Secretary of the Board to sign said easements for and on behalf of the Board of Trustees:

EASEMENTS FOR HIGHWAY PURPOSES

WHEREAS, by House Bill No. 216, passed May 3, 1939, approved by the Governor on May 17, 1939, and filed in the office of the Secretary of State on the 19th day of May, 1939, the Board of Trustees of Ohio State University, on behalf of the state of Ohio, was authorized to grant highway easements to the city of Columbus for highway purposes through certain lands therein described, now, therefore,

KNOW ALL MEN BY THESE PRESENTS: That the Board of Trustees of the Ohio State University, on behalf of the State of Ohio, the Grantor, for and in consideration of the sum of One Dollar and for other good and valuable considerations to it paid by the city of Columbus, Ohio, the Grantee, the receipt whereof is hereby acknowledged, does hereby GRANT, BARGAIN, SELL, CONVEY and RELEASE to the said Grantee, its successors and assigns forever, perpetual easements and rights of way, for public highway and street purposes, in, upon and over the lands hereinafter described, to wit:

FIRST PARCEL:

Situated in the county of Franklin, state of Ohio, and in the city of Columbus, and being a strip of land off a portion of the west side of Lot No. 1 of the

Franklin County Infirmary Farm Addition, as the same is of record in Plat Book 3, page 4, Franklin County Recorder's Office, the aforesaid portion of said Lot No. 1 intended herein to be conveyed being more particularly described as follows:

Beginning at a point in the north line of King Avenue, said point being also in the east line of the Columbus and Delaware Pike; thence northwardly with said east line of the Columbus and Delaware Pike a distance of 200.22 feet, more or less, to its intersection with the north corporation line of the city of Columbus; thence eastwardly with said north corporation line a distance of 22 feet to a point; thence southwardly in a straight line a distance of 200.08 feet, more or less, to a point in the north line of King Avenue, said point being located at a distance of 37 feet measured eastwardly with the north line of King Avenue from its intersection with the east line of the aforesaid Columbus and Delaware Pike; thence westwardly with said north line of King Avenue a distance of 37 feet to the point of beginning and containing 0.136 acre, more or less.

SECOND PARCEL:

Situated in the county of Franklin, state of Ohio, and in the city of Columbus, and being a strip of land 30 feet in width off the east side of a tract of land owned by the state of Ohio and occupied by the Ohio State University, said tract of land being bounded on the south by the south line of Woodruff Avenue extended westwardly, on the east by Doe Alley, on the north by Lane Avenue, and on the west by the Olentangy River, the strip of land herein intended to be conveyed being more particularly described as follows:

Beginning at the intersection of the south line of Woodruff Avenue with the west line of Doe Alley extended southwardly; thence northwardly with the said west line of Doe Alley, being also the east line of the aforementioned tract of land owned by the state of Ohio, a distance of 807 feet, more or less, to its intersection with the south line of Lane Avenue; thence westwardly with the said south line of Lane Avenue a distance of 30 feet to a point; thence southwardly in a straight line parallel to the west line of Doe Alley and at a distance of 30 feet measured westwardly at right angles therefrom, a distance of 807 feet, more or less, to a point in the south line of Woodruff Avenue extended westwardly; thence eastwardly with the said south line of Woodruff Avenue extended, a distance of 30 feet to the point of beginning, and containing 0.556 acre, more or less.

TO HAVE AND TO HOLD said easements and rights of way unto the Grantee, its successors and assigns forever.

And the said Grantor, for itself, its successors and assigns, hereby covenants with the said Grantee, its successors and assigns, that it is the true and lawful owner of said premises and is lawfully seized of the same in fee simple and has good right and full power to GRANT, BARGAIN, SELL, CONVEY and RELEASE the same in the manner aforesaid, and that the same are free and clear from all liens and incumbrances whatsoever, and that it will WARRANT AND DEFEND the same against all claims of all persons whomsoever.

IN WITNESS WHEREOF, the Board of Trustees of the Ohio State University, on behalf of the state of Ohio, duly authorized by House Bill No. 216, passed May 3, 1939, approved May 17, 1939, and filed in the office of the Secretary of State on May 19, 1939, has hereunto set its hand by M. Edith Campbell, its Chairman, and Carl E. Steeb, its Secretary (duly authorized by resolution of said Board) this 15th day of August, A.D. 1939.

Signed, Sealed, and Acknowledged in the presence of
 (Signed) Adah P. Riggins
 (Signed) Katharine C. Taylor

THE BOARD OF TRUSTEES OF
 THE OHIO STATE UNIVERSITY
 By (Signed) M. Edith Campbell
 and *Chairman*
 (Signed) Carl E. Steeb
Secretary

* * * * *

Dr. Altmaier offered the following motion:

That upon the recommendation of the Faculty Club Building Committee and the Cabinet, the proposal of the Trapp-Carroll Company, dated August 3, in the sum of \$1,800 for adding two Modern-Fold partitions in the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), and for changing three Fol-Dec partitions to Modern Fold partitions and one Fairhurst folding door to one Newcastle folding door, be accepted and that the Secretary be authorized to execute the necessary documents.

This motion was seconded by Mr. Rummell and upon roll call was unanimously approved.

* * * * *

Upon motion of Mr. Rummell, seconded by Dr. Russell, the Board by unanimous vote directed and authorized the Secretary to negotiate with the executors of the estate of John H. Harrison for the purchase of 3 acres of land contiguous to the present University property located on the Flenniken Pike, and to report to the Board of Trustees at a subsequent meeting.

* * * * *

At this time Miss Campbell, Mr. Dargusch, and Mr. Thompson came into the meeting.

* * * * *

The Secretary now explained to the Board the necessity for providing space to house library books. He stated that the University Cabinet and the Library Council have given much study to this problem and unanimously recommended to the Board that an addition be

constructed at the southeast corner of the Men's Physical Education Building for the purpose of temporary library storage. This addition has been designed so that it will become a part of the completed Physical Education Building.

The estimate of cost of such construction as prepared by the University Architect is as follows:

Construction Cost	\$31,500
Steel Shelving for 82,000 volumes.....	16,000
Drawings and Supervision.....	1,500
Contingencies	1,000
	\$50,000
Total Cost.....	\$50,000

The Secretary stated further that this sum of money is available in the Interest on Endowment Fund.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Board by unanimous vote approved the construction of said project and appropriated \$50,000 from the Interest on Endowment Fund for said purpose.

The Secretary was directed to have the proper plans and specifications prepared for the approval of the Board at a subsequent meeting.

* * * * *

The Secretary presented the plans, specifications, bills of materials, estimates of cost, and forms of proposal as prepared by the Maintenance Engineer for the following Power Plant equipment for which appropriation was made in House Bill No. 674:

Deaerating Heater for Domestic Hot Water
Superheater for No. 3 Boiler

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Board by unanimous vote approved the above plans, specifications, bills of materials, estimates of cost, and forms of proposal, and directed the Secretary to present same to the Director of Public Works for approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

The Secretary now presented the following letter from the Public Works Administration relating to the Addition to Journalism Building (PWA Docket No. Ohio 1986-F):

Mr. Carl E. Steeb, Secretary Administration Building August 8, 1939.
Ohio State University Re: Journalism Building Addition
Columbus, Ohio

Dear Sir:

On April 11, 1939, we advised by letter correspondence that an amendatory application filed February 14, 1939, by the Ohio State University had been disapproved. The amendatory request was for an enlargement in scope of the above identified docket to include the construction of a two-story and basement wing to the present Journalism Building with no change in the grant allotment. We stated in our letter of April 11 that the proposed unit of work had not been included in the original project for which the allotment was

made, and consequently could not be considered a part of the structure originally contemplated.

Reconsideration by our Examining Division has led to the determination that you desired to submit this amendatory application prior to September 30, 1938, and could have placed the proposed work under construction prior to January 1, 1939. It appears further that the subject application was placed in an unfavorable position due to your understanding that the filing thereof could take place after January 1 of this year, and in order to reconcile the misunderstandings by your authorities and by this office, we are pleased to advise that you may consider our disapproval rescinded, and in lieu thereof, that the amendatory application is approved.

Kindly advise at your earliest convenience the present status of your docket in relation to the contemplated structure contained in the subject amendatory.

Yours very truly,

(Signed) L. A. BOULAY,
Associate Regional Director (Ohio).

Dr. Altmaier offered the following motion:

Due to the decision of the Public Works Administration as contained in the above letter, the Secretary is hereby directed to advise the Public Works Administration that the University will proceed at once to prepare the necessary documents, plants, specifications, etc., for the construction of the contemplated structure contained in the amendatory request, within funds now available.

This motion was seconded by Dr. Russell and upon roll call was unanimously approved.

* * * * *

The Secretary reported that as a part of the research foundation project now being carried on with the American Petroleum Institute, it has been found necessary to construct a small building in which to carry on this research because of the danger of explosion. The cost of the required addition will be \$4,000 which will be supplied by the American Petroleum Institute. The Cabinet recommends that an addition be constructed at the east side of the present Chemical Laboratory and that such addition be planned to become a permanent part of the Chemical Laboratory.

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the Board by unanimous vote approved the construction of such an addition and directed the Secretary to proceed therewith.

* * * * *

The Secretary called to the attention of the Board the vacancy in the Board of Directors of the Ohio State University Research Foundation occasioned by the expiration of the term of Mr. Harry Caton as a member of the Board of Trustees, and it has been suggested by the Research Director that the Board might care to name a successor to Mr. Caton.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous vote approved the selection of Mr. Leo L. Rummell to succeed Mr. Caton in said position.

* * * * *

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Acting President McPherson now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Norma M. Aschbacher	Assistant Professor, Home Econ. Extension	Aug. 7, 1939	\$ 2,600.00
Nelson R. Capell	Laborer (Mr. Capell died July 22, 1939)	July 31, 1939	1,500.00
Veronica Ryan	Stenographer	Aug. 10, 1939	1,080.00
<i>College of Agriculture</i>			
<i>School of Home Economics</i>			
Mabel C. Joyce	Instructor	Aug. 31, 1939	2,100.00
Mary Jane Madden	Graduate Assistant	Sept. 30, 1939	300.00
<i>Horticulture and Forestry</i>			
D. C. Kiplinger	Graduate Assistant	Aug. 31, 1939	450.00
Hubert C. Mohr	Graduate Assistant	Sept. 30, 1939	450.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Harold E. Moses	Assistant	Sept. 30, 1939	1,000.00
Fred W. Gallagher	Assistant	Sept. 30, 1939	1,000.00
Homer F. Marsh	Graduate Assistant	Sept. 30, 1939	450.00
Charles W. Botts	Graduate Assistant	Sept. 30, 1939	450.00
<i>English</i>			
Robert S. Newdick	Assistant Professor (Mr. Newdick died July 7, 1939)	July 31, 1939	2,940.00
Elizabeth Stanton	Assistant	Sept. 30, 1939	954.00
<i>History</i>			
Louis J. Brown	Graduate Assistant	Sept. 30, 1939	450.00
Cancel position of	Graduate Assistant	Sept. 30, 1939	450.00
<i>Mathematics</i>			
Brooks J. Lockhart	Assistant	Sept. 30, 1939	600.00
<i>Romance Languages</i>			
T. R. Bowie	Instructor	Sept. 30, 1939	3,060.00
Girdler B. Fitch	Instructor	Sept. 30, 1939	2,052.00
<i>Speech</i>			
James A. Carrell	Assistant Professor	Sept. 30, 1939	2,832.00
Herman A. Miller	Assistant Professor	June 30, 1939	2,808.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Florence G. Morgan	Stenographer	July 31, 1939	1,020.00
<i>Economics</i>			
John R. Field	Assistant (part time)	Sept. 30, 1939	350.00
<i>College of Education</i>			
<i>Psychology</i>			
Richard Wallen	Assistant	Sept. 30, 1939	954.00
Lawrence Marx	Assistant	Sept. 30, 1939	954.00
Nicholas Hobbs	Graduate Assistant	Sept. 30, 1939	450.00
John L. Holmes	Graduate Assistant	Sept. 30, 1939	450.00
John Rapparlie	Graduate Assistant	Sept. 30, 1939	450.00
<i>University School</i>			
Louise M. Ort	Nurse	Aug. 31, 1939	1,608.00
William S. Casey	Assistant	Sept. 30, 1939	1,350.00

<i>College of Law</i>				
Lester W. Feezer	Professor	June 19, 1939	425.00	
<i>College of Medicine</i>				
<i>Medicine</i>				
Lawrence Senseman	Clinical Assistant (Psychiatry)	July 1, 1939	No salary	
Sarah H. Bowditch	Voluntary Research Fellow	July 1, 1939	No salary	
Eugene H. Sterne, Jr.	Voluntary Research Fellow	July 1, 1939	No salary	
<i>School of Nursing</i>				
Saima Huber	Assistant Professor Medical and Psychiatric Nursing	Sept. 30, 1939	2,040.00	
<i>Starling-Loving Hospital</i>				
<i>Laboratories</i>				
Doris Goldman	Assistant Medical Technologist	Aug. 15, 1939	900.00	
<i>Nursing Care (Rotary)</i>				
Helen Mark	General Duty Nurse	Aug. 5, 1939	900.00	
Velma Sparks	General Duty Nurse	Aug. 20, 1939	900.00	
<i>Graduate School</i>				
Janice D. Howenstine	Scholar	Sept. 30, 1939	250.00	
Leslie W. Gysel	Scholar	Sept. 30, 1939	250.00	
<i>President's Division</i>				
<i>Broadcasting Station</i>				
Byron B. Williams	Program Supervisor	Aug. 15, 1939	3,000.00	
<i>Physical Education for Women</i>				
Katharine H. Oberteuffer	Professor	Sept. 30, 1939	3,275.00	
<i>Administrative Division</i>				
<i>Entrance Board</i>				
Thelma Vilbrandt	Clerk	Aug. 26, 1939	75.00 month	
<i>Laboratory Supply Store (Rotary)</i>				
Rheuhamah Corey	Clerk	Aug. 15, 1939	960.00	
<i>University Health Service</i>				
Virginia E. Hoover	Assistant Nurse	Sept. 30, 1939	900.00	
<i>Residence Halls</i>				
<i>Oxley and Mack Halls</i>				
Alwina Moehl	Maid	July 14, 1939	600.00	
<i>Pomerene Refectory</i>				
Elinor Frost	Cashier	July 22, 1939	780.00	
*	*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Christine C. Carlson	Extension Nutritionist (Instructor)	Aug. 7, 1939		\$ 2,400.00
I. C. Hoffman	Extension Specialist, Greenhouse Vegetables (part time)	July 1, 1939		800.00
Lloyd Truxal	Instructor in Floriculture Extension	July 1 to Sept. 30, 1939		825.00 period
Clara Belle Motter	Home Dem. Agent, Gallia County	Aug. 16, 1939		1,800.00

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Crystal Barker	Stenographer	July 14, 1939		1,080.00
Veronica Ryan	Stenographer	July 1, 1939 for 1½ mos.		120.00 period
<i>College of Agriculture</i>				
<i>Agricultural Engineering</i>				
Arthur C. Kennedy	Assistant Professor (Salary to be paid from George-Deen Funds)	Oct. 1, 1939	Au.Wi.Sp.	2,400.00
<i>Botany</i>				
Eugene B. Wittlake	Technician (Salary to be paid from Laboratory Supply Store Pro Rata Funds)	July 1, 1939		1,500.00
<i>School of Home Economics</i>				
Martha Dush	Instructor (Special contract—salary to be paid from Smith-Hughes Funds)	Sept. 1, 1939 for 10 months		1,875.00 period
Eather Crew	Instructor (Special contract—salary to be paid from George-Deen Funds)	Sept. 1, 1939 for 10 months		1,750.00 period
Mary E. Kohler	Assistant (part time) (Salary to be paid as follows: \$450 from George-Deen Funds 225 from Smith-Hughes Funds 225 from A-1 funds)	Oct. 1, 1939	Au.Wi.Sp.	900.00
<i>Horticulture and Forestry</i>				
Lloyd Truxal	Instructor	July 1 to Sept. 30, 1939		309.00 period
Franklin W. Southwick	Graduate Assistant	Oct. 1, 1939 (12 months)		450.00
Wesley P. Judkins	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Orris R. Evers	Graduate Assistant	Sept. 1, 1939 for 10 months		375.00 period
<i>Rural Economics—F-9 Farm Marketing</i>				
I. W. Moomaw	Research Assistant	Oct. 1, 1939	Au.Wi.Sp.	270.00
W. A. Fryman	Research Assistant	Oct. 1, 1939	Au.Wi.Sp.	180.00
<i>Zoology and Entomology</i>				
Clyde S. Barnhart	Research Assistant (Salary to be paid from the Alfred Weed and Associates Fund—Rotary No. 7899)	July 1 to Sept. 30, 1939		225.00 period
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
Ronald T. Ingle	Assistant	Oct. 1, 1939	Au.Wi.Sp.	1,000.00
Homer F. Marsh	Assistant	Oct. 1, 1939	Au.Wi.	666.00 period
Arthur N. Gorelick	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Wells A. Shulls	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
*Harry Reigel	Janitor	July 1, 1939 for 2 months		80.00
* (Salary to be paid from the Eli Lilly and Company Fund—Rotary No. 7420) period				
<i>Chemistry</i>				
Albert L. Henne	Associate Professor (Salary to be paid from the American Petroleum Institute Hydrocarbon Foundation Fund)	July 1 to August 31, 1939		666.67 period
<i>English</i>				
J. Raymond Derby	Professor	Oct. 1, 1939	Au.Wi.Sp.	4,596.00
Leonard B. Beach	Assistant Professor	Oct. 1, 1939	Au.Wi.Sp.	3,060.00
Virginia Canfield	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
James N. Tidwell	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Walter Sutton	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Mary R. Anderson	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
John L. Stewart	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Hugh F. Wilson	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Harold A. Farrell	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	270.00
<i>History</i>				
Marshall F. Edwards	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,956.00
W. A. Brandenburg, Jr.	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,956.00
David Lattimer	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Lester W. Steck	Reader	Oct. 1, 1939	Au.Wi.Sp.	200.00
Norman C. Jacobs	Reader	Oct. 1, 1939	Au.Wi.Sp.	200.00
Margaret Koehler	Reader	Oct. 1, 1939	Au.Wi.Sp.	200.00

<i>Mathematics</i>				
Walter H. Haas	Assistant	Oct. 1, 1939	Au. Wi. Sp.	600.00
<i>Philosophy</i>				
Alvin F. Nelson	Graduate Assistant	Oct. 1, 1939	Au. Wi. Sp.	450.00
(Salary to be paid from Laboratory Supply Store Pro Rata Funds)				
<i>Political Science</i>				
William B. Ballis	Assistant Professor	Oct. 1, 1939	Au. Wi. Sp.	2,448.00
<i>Romance Languages</i>				
Henri Amiel	Assistant Professor	Oct. 1, 1939	Au. Wi. Sp.	3,060.00
Robert E. Power	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Jean P. Keller	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Gerard Cleisz	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Mary Jo Fink	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Christine Meyer	Assistant	Oct. 1, 1939	Au. Wi. Sp.	200.00
<i>Speech</i>				
G. Oscar Russell	Professor	Oct. 1, 1939	Au. Wi. Sp.	4,596.00
William M. Timmons	Assistant Professor	Oct. 1, 1939	Au. Wi. Sp.	2,508.00
William H. Ewing	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Ray E. Keesey	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Lloyd B. Dodds	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
George E. Anner	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
Marjorie Dew	Assistant	Oct. 1, 1939	Au. Wi. Sp.	300.00
<i>College of Commerce and Administration</i>				
<i>Administration</i>				
Veronica Ryan	Stenographer	Aug. 1, 1939		960.00
<i>Accounting</i>				
William B. Dickerson	Associate Professor	July 27, 1939	2nd term, Su.	300.00 period
<i>Business Organization</i>				
G. J. Eberhart	Graduate Assistant	Oct. 1, 1939	Au. Wi. Sp.	450.00
James H. Davis	Graduate Assistant	Oct. 1, 1939	Au. Wi. Sp.	450.00
<i>Economics</i>				
Arthur Salz	Professor	Oct. 1, 1939	Au. Wi. Sp.	1,200.00
(Salary to be paid from the Emergency Committee in Aid of Displaced Foreign Scholars Fund)				
Gardner Ackley	Instructor	Oct. 1, 1939	Au. Wi. Sp.	2,052.00
<i>Geography</i>				
Shannon McCune	Instructor	Oct. 1, 1939	Au. Wi. Sp.	2,052.00
John H. Garland	Instructor	June 19, 1939	Su.	554.00 period
Walter G. Lezius	Reader	July 27, 1939	2nd term, Su.	25.00 period
<i>School of Social Administration</i>				
Wendell F. Johnson	Assistant Professor (Special Contract)	Oct. 1, 1939	Au. Wi. Sp.	3,750.00 period
<i>Sociology</i>				
H. P. Lohrman	Assistant	Oct. 1, 1939	Au. Wi. Sp.	900.00
<i>College of Education</i>				
<i>Administration</i>				
Mildred O. Chaplin	Graduate Assistant	Aug. 15, 1939 to June 30, 1940		450.00 period
<i>Bureau of Educational Research</i>				
Janet Clever	Part-time Stenographer	Aug. 1, 1939 for 5 months		200.00 period
Louise Jones	Part-time Stenographer	Aug. 1, 1939 for 5 months		200.00 period
<i>Education</i>				
Archibald W. Andersor	Instructor (part time)	Oct. 1, 1939	Au. Wi. Sp.	900.00
John H. Thompson	Assistant	Oct. 1, 1939	Au. Wi. Sp.	801.00
Erma Marting	Student Assistant	June 19, 1939	1st term, Su.	50.00 period
<i>Fine Arts</i>				
Paul Bogatay	Instructor	Oct. 1, 1939	Au. Wi. Sp.	1,886.00

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Psychology

Carl R. Rogers	Professor	Jan. 1, 1940	Wi.Sp.	5,100.00
T. W. Richards	Non-resident Assistant Professor	Oct. 1, 1939	(12 mos.)	No salary
Nicholas Hobbs	Assistant	Oct. 1, 1939	Au.Wi.Sp.	954.00
John Rapparie	Assistant	Oct. 1, 1939	Au.Wi.	636.00 period
Stanley E. Wimberly	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
George G. Lane	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Claude F. Bridges	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Joseph C. Heston	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00

University School

Ann G. Vance	Instructor	Oct. 1, 1939	Au.Wi.Sp.	2,448.00
Albert C. Meyers	Assistant	Oct. 1, 1939	Au.Wi.Sp.	1,350.00
Helen E. Zechman	Nurse	Sept. 1, 1939	(12 months)	1,608.00
*Edith C. Thompson	Assistant to Observers	Oct. 1, 1939	Au.Wi.Sp.	720.00

*(Salary to be paid from Laboratory Supply Store Pro Rata Funds)

*College of Engineering**Electrical Engineering*

Sidley O. Evans	Assistant Professor	Sept. 1, 1939	Au.Wi.Sp.	3,168.00
Wells L. Davis	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,800.00

Industrial Engineering

J. R. Stitt	Assistant Professor of Welding Engineering	July 1, 1939	(12 months)	2,475.00
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((Salary to be paid from Rotary No. 7901—Welding Engineering))

College of Law

Thomas A. Larremore	Acting Professor	June 19, 1939	1st term, Su.	425.00 period
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*College of Medicine**Medicine*

Wayne Stewart	Laboratory Assistant	July 1, 1939	(12 months)	900.00
Margaret M. Conlin	Comly Research Assistant	July 1, 1939	for 6 months	600.00 period
William G. Myers	Comly Research Assistant	July 15, 1939	for 3 months	450.00 period

(Above salaries to be paid from the Comly Research Fund)

Physiology

Clifford A. Angerer	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,788.00
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School of Nursing

Alice L. Price	Instructor in Nursing	Sept. 1, 1939 to June 30, 1940	Code (3&4)	2,000.00
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*Starling-Loving Hospital**Nursing Care*

Rosemary Faulkner	Nurses Aide	July 1, 1939	(3&4)	504.00
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Dietary

Adele Rees Batchlar	Diet Kitchen Helper	July 1, 1939	(3&4)	588.00
Leona Estella Jay	Diet Kitchen Helper	July 10, 1939	(3&4)	588.00
*Martha E. Knowlton	Diet Kitchen Helper	July 8, 1939	(3&4)	588.00

*(For the period of absence of Thelma Parker, on leave)

*College of Veterinary Medicine**Veterinary Parasitology*

Philip Manly	Graduate Assistant	June 19, 1939	Su.	112.50 period
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Graduate School

*Eugene D. Witman	Research Fellow	July 1, 1939 to May 31, 1940		2,470.00 period
	(Salary to be paid as follows: \$210 per month for first three months 230 per month for remaining eight months)			
*Berton Dickinson	Research Fellow	July 1, 1939 to May 31, 1940		860.00 period
	(Salary to be paid as follows: \$100 per month for first three months 70 per month for remaining eight months)			
*Nelson E. Lyttle	Research Fellow	July 1, 1939 to Sept. 30, 1939		180.00 period

*(Above salaries to be paid from the Sherwin-Williams Company Fund)

William C. Bell	Research Fellow (Salary to be paid from the Johns-Manville Company Fund)	July 1, 1939 (12 months)	1,500.00
Mary M. Aikin	Lena Lake Forrest Fellow (Salary to be paid direct by the National Federation of Business and Professional Women's Clubs)	Oct. 1, 1939	Au.Wi.Sp. 1,000.00
Edward Lee Hammond	Ohio Seed Improvement Association Fellow (half time) (Salary to be paid from the Ohio Seed Improvement Association Fund)	July 15, 1939 (12 months)	900.00
Henry A. Gornall	Edward Orton Junior Foundation Fellow (Salary to be paid from the Edward Orton Junior Foundation Fund)	Oct. 1, 1939	Au.Wi.Sp. 600.00
Anderson Pace, Jr.	Battelle Memorial Institute Fellow (Salary to be paid direct by the Battelle Memorial Institute)	Sept. 1, 1939 for 10 months	600.00 period
Byron T. Shaw	Graduate Assistant (Salary to be paid from Graduate School Fund 1200-F-9)	Oct. 1, 1939	Au.Wi. 200.00 period
Harold E. Wilcox	National Aluminate Corporation Fellow (Salary to be paid from the National Aluminate Corporation Fund)	July 1, 1939 for 2 months	150.00 period

*President's Division**Broadcasting Station*

J. Philip Doelker	Announcer	Sept. 5, 1939	125.00 month
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Library

Rita Buxton	Accession Assistant (Salary to be paid from Rotary No. 7401)	Aug. 1, 1939	2,000.00
(To be named later)	Bibliographer	Oct. 1, 1939 for 9 months	1,350.00 period
(To be named later)	Cataloger	Oct. 1, 1939 for 9 months	1,125.00 period
(To be named later)	Stack Supervisor	Oct. 1, 1939 for 9 months	1,125.00 period
(To be named later)	Library Assistant	Oct. 1, 1939 for 9 months	810.00 period
(To be named later)	Library Assistant	Oct. 1, 1939 for 9 months	630.00 period

Physical Education for Women

Ann Paterson	Instructor (Salary to be paid from Intramural—General Activities Fee Fund)	Sept. 1, 1939 for 10 months	1,392.00 period
Ether Blackburn	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
Roberta Westhafer	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00

*Administrative Division**Entrance Board*

Eleanor Guilkey	Typist	Sept. 16 to 30, 1939	37.50 period
Ada Ruth Davis	Clerk (full time)	Sept. 16 to 30, 1939	37.50 period
Ada Ruth Davis	Clerk (half time)	Oct. 1 to 31, 1939	37.50 period

Dean of Men's Office

Leota Gibson	Stenographer	July 1, 1939	No salary
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*Physical Plant Division**Laundry*

Maud Livingston	Laundress	July 1, 1939	888.00
Naomi Minturn	Laundress	July 1, 1939	888.00

Laboratory Supply Store (Rotary)

Percy Groome	Pharmacist	July 1, 1939	1,500.00
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Pomerene Refectory

Helen Fivaz	Storeroom Manager	July 1, 1939	1,200.00
Lucille Wagner	Assistant Dining Room Supervisor	July 1, 1939	960.00
Margaret Sullivan	Assistant Kitchen Supervisor	July 1, 1939	960.00

Cleo Roberts	Assistant Kitchen Supervisor	Sept. 1, 1939 for 10 months	800.00 period
Helen Gottschalk	Assistant Janitor	July 1, 1939	780.00
David H. Gruber	Janitor	July 1, 1939 for 1 month	74.00 period
David H. Gruber	Janitor	Aug. 1, 1939	528.00
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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Agricultural Engineering</i>			
Arthur C. Kennedy	Instructor	Assistant Professor	Oct. 1, 1939
<i>College of Arts and Sciences</i>			
<i>Chemistry</i>			
Donald W. Lyon	Graduate Assistant	Assistant	Oct. 1, 1939
<i>English</i>			
James V. Logan, Jr.	Instructor	Assistant Professor	Oct. 1, 1939
<i>College of Education</i>			
<i>Education</i>			
Paul O. Parker	Graduate Assistant	Student Assistant	Su. Qr.
Ewart L. Grove	Graduate Assistant	Student Assistant	1st term, Su.
Carl S. Johnson	Graduate Assistant	Student Assistant	1st term, Su.
Evelyn McClelland	Graduate Assistant	Student Assistant	1st term, Su.
<i>College of Law</i>			
Frank R. Strong	Associate Professor	Professor	Oct. 1, 1939
<i>College of Medicine</i>			
<i>Medicine</i>			
Bruce K. Wiseman	Associate Professor of Medicine	Professor of Medicine	July 1, 1939
George T. Harding, III	Assistant Clinical Professor (Psychiatry)	Associate Clinical Professor (Psychiatry)	July 1, 1939
<i>Oto-Laryngology</i>			
Russel G. Means	Instructor	Assistant Professor	July 1, 1939
Edward W. Harris	Instructor	Assistant Professor	July 1, 1939
<i>Surgery and Gynecology</i>			
H. E. LeFever	Instructor	Assistant Professor of Neurosurgery	July 1, 1939
E. J. Stedem	Instructor	Assistant Professor of Clinical Gynecology	July 1, 1939
H. F. Fulton	Instructor	Assistant Professor of Roentgenology	July 1, 1939
George B. Watson	Assistant	Instructor	July 1, 1939
Tom F. Lewis	Assistant in Gynecology	Instructor in Clinical Gynecology	July 1, 1939
<i>President's Division</i>			
<i>Physical Education for Women</i>			
Violet C. Boynton	Assistant Professor	Associate Professor	Oct. 1, 1939
<i>Athletics</i>			
Charles F. King	Assistant Director of Ticket Sales	Assistant	July 1, 1939
Wilda Loudenslager	Ticket Clerk	Assistant Director of Ticket Sales	July 1, 1939
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Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Agriculture</i>				
<i>Agricultural Engineering</i>				
Arthur C. Kennedy	Assistant Professor	Oct. 1, 1939	\$1,536 for Wi.&Sp.	\$750 for Au.Wi.Sp.
<i>College of Arts and Sciences</i>				
<i>Chemistry</i>				
Donald W. Lyon	Assistant	Oct. 1, 1939	450.00	750.00
<i>English</i>				
James V. Logan, Jr.	Assistant Professor	Oct. 1, 1939	2,172.00	2,352.00
<i>Speech</i>				
Eugene H. Bahn	Assistant Professor	Oct. 1, 1939	2,580.00	2,772.00
<i>College of Commerce and Administration</i>				
<i>Administration</i>				
Tillie Harmon	Stenographer	Aug. 1, 1939	1,020.00	1,080.00
<i>School of Social Administration</i>				
Stockton Raymond	Professor	Oct. 1, 1939	5,112.00 (full time)	1,362.00 (part time)
<i>College of Education</i>				
<i>Fine Arts</i>				
Hoyt L. Sherman	Associate Professor	Oct. 1, 1939	3,192.00	3,672.00
<i>University School</i>				
Catharine M. Williams	Instructor	Oct. 1, 1939	2,400.00	2,448.00
Nelle Morris	Instructor	Oct. 1, 1939	2,172.00	2,220.00
Edna DeBolt Salt	Instructor	Oct. 1, 1939	2,025.00	2,076.00
Lois K. Matthias	Instructor	Oct. 1, 1939	1,982.00	1,980.00
<i>College of Engineering</i>				
<i>Electrical Engineering</i>				
E. M. Boone	Assistant Professor	Oct. 1, 1939	2,304.00	2,424.00
<i>Engineering Drawing</i>				
Hollie W. Shupe	Instructor	Oct. 1, 1939	1,644.00	1,836.00
<i>College of Medicine</i>				
<i>Physiological Chemistry</i>				
Helen L. Linn	Technical Assistant	July 1, 1939	750.00	1,008.00
<i>College of Veterinary Medicine</i>				
<i>Veterinary Parasitology</i>				
Harold James	Graduate Assistant	Oct. 1, 1939	450.00 for Su.Au. Wi.Sp.	337.50 for Au. Wi.Sp.
<i>President's Division</i>				
<i>Physical Education for Women</i>				
Violet C. Boynton	Associate Professor	Oct. 1, 1939	2,256.00	3,060.00
Esther A. Gilman	Assistant Professor	Oct. 1, 1939	2,304.00	2,520.00
Jennette A. Stein	Assistant Professor	Oct. 1, 1939	2,148.00	2,256.00
Virginia Bone	Instructor	Oct. 1, 1939	1,716.00	1,836.00
Ruth E. Hook	Instructor	Oct. 1, 1939	1,536.00	1,716.00
<i>University Health Service</i>				
Ruth St. John	Physician, University School	Sept. 1, 1939	1,000.00	1,150.00

(Increase in salary to be paid from General Activities Fee Fund)

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Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Botany</i>			
Gordon S. Crowl	Instructor	Au. Wi. Sp.	Su. Au. Wi.
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Fred Gallagher	Assistant	Au. Wi. Sp.	Su. Au. Wi.
<i>Chemistry</i>			
George E. MacWood	Instructor	Au. Wi. Sp.	Au. Wi. Sp.
Louis E. Marchi	Assistant	(9 months-special) Au. Wi. Sp.	(12 months) Su. Au. Wi.
<i>History</i>			
Harold W. Landin	Instructor	Au. Wi. Sp.	Wi. Sp.
<i>Romance Languages</i>			
George R. Havens	Professor	Au. Wi.	Au. Wi. Sp.
<i>College of Education</i>			
<i>Bureau of Educational Research</i>			
I. Keith Tyler	Research Associate and Assistant Professor	12 months basis	Au. Wi. Sp. (4 qr. basis)
<i>Education</i>			
Victor Bowers	Assistant	Su. Au. Sp.	Su. Au. Wi.
<i>Fine Arts</i>			
Alice Robinson	Professor	Su. Au. Wi.	Su. Wi. Sp.
<i>Psychology</i>			
Kenneth Clark	Assistant	Au. Wi. Sp.	Su. Wi. Sp.
Ruth V. Raimy	Assistant	Su. Wi. Sp.	Su. Au. Sp.
Elias Porter	Assistant	Su. Au. Sp.	Su. Wi. Sp.
<i>University School</i>			
Cecile C. Swales	Instructor	Au. Wi. Sp. (special)	Au. Wi. Sp. (12 mos.)
Catharine M. Williams	Instructor	Au. Wi. Sp. (special)	Au. Wi. Sp. (12 mos.)
Nelle Morris	Instructor	Au. Wi. Sp. (special)	Au. Wi. Sp. (12 mos.)
Edna D. Salt	Instructor	Au. Wi. Sp. (special)	Au. Wi. Sp. (12 mos.)
Lois K. Matthias	Instructor	Au. Wi. Sp. (special)	Au. Wi. Sp. (12 mos.)
<i>College of Engineering</i>			
<i>Electrical Engineering</i>			
E. E. Kimberly	Associate Professor	Su. Au. Wi.	Su. Au. Wi. Sp.
<i>President's Division</i>			
<i>Physical Education for Men</i>			
Herman L. Wirthwein	Instructor	12 months basis	Au. Wi. Sp. (4 qr. basis)
<i>Franz Theodore Stone Laboratory</i>			
Pearl C. Chandler	Librarian	July 1, 1939 (12 months)	Oct. 1, 1939 (12 months)

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That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance and that railroad fare and pullman be paid from funds as designated:

Elizabeth Simmerman, Director of Business Administration, Starling-Loving Hospital, to attend the National Hospital Association meetings in Toronto, Canada, September 25-29, 1939 (to be paid from Rotary No. 7727).

That the special contract for J. B. Tharp, Associate Professor in the Department of Education for the year 1938-1939, be changed to a regular contract, effective October 1, 1938, and continuing to October 1, 1939.

That the salary of Mrs. Nell Gainer be increased from \$2,100 to \$2,148, effective August 1, 1939, and that she be granted the privilege of participating in the new retirement system. Mrs. Gainer has been in the employ of the College of Commerce and Administration for sixteen years. She rose from the position of Stenographer to that of Secretary to Dr. J. E. Hagerty, then Dean, and the management of the college office has been her responsibility for the greater part of her term of service. At present she is Secretary to Dean Weidler and general Office Manager. Her name should have been included in the original list of those who had the right to participate in the new retirement system, but for some reason it was overlooked.

That the date effective of the appointment of Gustav H. Poesch, Assistant Professor in the Department of Horticulture and Extension Specialist in Floriculture, Division of Agricultural Extension Service, be changed from July 1, 1939, to October 1, 1939.

That the following leaves of absence, without salary, be granted: Marjorie Batchelder, Assistant Professor in the Department of Fine Arts, from October 1, 1939, to September 30, 1940, for the purpose of studying toward the Doctor's degree;

Doris S. Kohn, Library Assistant, Library, from July 1 to September 30, 1939, for research study;

Opal Lee, Diet Kitchen Helper, Starling-Loving Hospital, effective July 19, 1939, for an indefinite period on account of illness;

Sanna Black, Home Demonstration Agent, Muskingum County, Agricultural Extension Service, for the month of August, 1939, for study at the University of Chicago;

Eleanor Beall, Stenographer, Agricultural Extension Service, for the month of August, 1939, on account of illness;

Alice Gillam, Clerk, Dairy Technology, Agricultural Extension Service, for the month of August, 1939, on account of illness.

That in accordance with the Board resolution adopted under date of May 10, 1937, and upon the recommendation of Director H. C. Ram-sower and Dean John F. Cunningham, the following leaves of absence with salary be granted:

James E. McClintock, Agricultural Editor, Agricultural Extension Service, from October 16, 1939, to February 19, 1940, to study the opportunities and use of visual aids in cooperative extension work;

W. H. Palmer, State Leader of 4-H Club Work, Agricultural Extension Service, from October 1, 1939, to December 22, 1939, for advanced study at Ohio State University;

Bert A. Wallace, Extension Economist, Marketing, from October 1 to December 31, 1939, for study of membership rela-

tions and attitudes in the Production Credit Associations of Ohio;

Clarence M. Ferguson, Extension Poultryman, from October 1 to December 22, 1939, for graduate work at Ohio State University;

Ernest A. Drake, County Agricultural Agent, Greene County, from September 25, 1939, to February 8, 1940, for graduate study at Cornell University;

Robert W. Lang, County Agricultural Agent, Belmont County, from September 30 to December 31, 1931, for advanced study at Oregon State College;

Kenneth V. Battles, County Club Agent, Ashtabula County, from October 1 to December 22, 1939, for graduate study at Ohio State University;

Harold S. Ward, County Agricultural Agent, Cuyahoga County, from October 1 to December 22, 1939, for study at Ohio State University;

Sanna D. Black, Home Demonstration Agent, Muskingum County, from September 29 to December 22, 1939, for study at the University of Chicago;

D. D. Dowds, County Agricultural Agent, Champaign County, from September 15, 1939, to February 10, 1940, for graduate study at the University of Southern California;

H. M. Colville, County Agricultural Agent, Carroll County, from September 30 to December 31, 1939, for graduate study at Oregon State College;

George Everhart, County Agricultural Agent, Knox County, from October 2 to December 22, 1939, for graduate study at Ohio State University.

That an appropriation of \$1,200 be made from Interest on Endowment Funds as the University's contribution to the maintenance of the Journal of Higher Education for the year 1939-1940.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$125 from Mr. William Wallace Kincaid of Youngstown, New York, for the continuation of the Kincaid Fellowship;

\$50 through the Development Fund, from the Circolo Drammatico G. D'Annunzio to establish a prize for proficiency in elementary Italian; the first award of such prize to be made to Miss Rosemary Pace, 2580 Indianola Avenue, Columbus, Ohio, and the prize money to be paid to Miss Pace immediately subsequent to her regular registration in the University for the Autumn Quarter 1939;

\$500 from the Eastman Kodak Company, Rochester, New York, for the establishment of a fellowship in Chemistry for the year 1939-1940.

That the agreement between the Division of Conservation, the Ohio State University, the American Wildlife Institute and the Biological Survey, be continued for the year 1939-1940, effective July 1, 1939.

That the proposal of the National Federation of Business and

Professional Women's Clubs to establish a fellowship in the Department of Psychology for the year 1939-1940 to be known as the Lena Lake Forrest Fellowship, be accepted and the appreciation of the Board of Trustees be appropriately expressed. This fellowship carries a stipend of \$1,000 for three quarters and will be paid direct to Miss Mary Margaret Aikin to whom it has been awarded for the coming year.

That in accordance with the recommendation of the University Faculty, degrees be awarded at the Summer Convocation on September 1, 1939, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Edmund Joseph Baumeister, B.S. in Edu. (University of Dayton); Grace Louise Beckett, A.B., A.M. (Oberlin College); Marion Waterman Boesel, B.A., M.A.; Daniel Adolph Busch, B.S. (Capital University), M.A.; Norman Oswald Cappel, B.A., M.Sc.; Tien Hsi Cheng, B.S. (Fukien Christian University), B.Ph (Dickinson College), M.Sc.; Edward Terry Cline, B.S. (Antioch College); Russell Walter Cline, B.S. (North Carolina State College of Agriculture and Engineering), M.S. (Virginia Polytechnic Institute); Donald Faulkner, A.B. (John B. Stetson University); Frank Junior Fornoff, A.B. (University of Illinois), M.Sc.; Carl Henry Gross, B.A., M.A. (University of Oregon); William Heinlen Hall, B.A. (Muskingum College); John Bradfield Harrison, A.B. (Dartmouth College), M.A.; Dayton Eyster Heckman, B.A., M.A.; Morris Shulkey Hendrickson, B.S. (Birmingham-Southern College), M.A.; Arlan Russell Hershberger, B.A. (Western Union College), M.Sc.; Clarence William Klingensmith, B.S. (Capital University); Rupert Clifford Koeninger, B.A. (Texas Technological College), A.M. (University of Chicago); Moses Konigsberg, B.A.; William Harold Lauritsen, B.A., M.A. (University of Nebraska); Edwin McCarthy Lemert, A.B. (Miami University); Edwin Wade Mann, B.Ch.E., M.Sc.; Lawrence Norbert Marx, B.S., M.S. (Kansas State Agricultural College); Frank D. McElroy, B.A. (Wabash College), M.A. (Western Reserve University); Malcolm Hedley McVickar, B.S. in Agr. (University of Illinois); Laura Ann Mick, A.B. (Oberlin College), M.A.; Franklin Given Moore, B.Sc. in Bus. Adm., M.A.; Roy Maurice Myers, B.Sc. in Edu., M.A.; William Graydon Myers, B.A., M.Sc.; S. Clayton Newman, A.B. (University of Pittsburgh), A.M. (Oberlin College); Milton Orchin, B.A., M.A.; Burl Neff Osburn, B.A. in Edu. (Iowa State Teachers College), M.A.; Barbara Miner Parker, A.B. (Vassar College); James Edward Pollard, B.A., M.A.; Eugene Oliver Porter, B.A. (Ohio Wesleyan University), M.A.; William Alfonso Rense, B.S. in Physics (Case School of Applied Science), M.Sc.; Delbert Daniel Reynolds, A.B. (Marietta College), M.Sc.; Ellwood Wesley Senderling, B.S. in Edu. (Temple University), M.A.; Ernest James Sheppard, B.A. (Colorado College), M.A. (University of Illinois); Kenneth Edson St. Clair, B.A. (Lawrence College), M.A. (University of Wisconsin); Edward Arthur Steinhaus, B.S. (North Dakota Agricultural College); Stephen Toma, B.S. in Edu. (Kansas State Teachers College of Emporia), M.S. (University of Illinois); Joseph Aaron Trent, A.B. (Carson-Newman College), A.M. (University of Illinois); Stuart Estes Whitcomb, B.S. (Antioch College), M.S. (Syracuse University); Anne Bernadine Whitmer, B.A., M.A.; Harold Edwin Wilcox, B.A. (Ohio Wesleyan University), M.Sc.; Richard Wilkinson, A.B. (Rollins College), M.A.

MASTER OF ARTS

Catherine Ina Alban, B.Sc. in Edu.; Helen Paula Alkire, B.Sc. in Edu.; Orville Edward Allen, B.S. in Edu. (Ohio University); Naomi Mae Allenbaugh, B.Sc. in Edu.; Asa Chester Allison, B.Sc. in Edu.; George Ward Angell, B.Sc. in Edu.; Lois Marantha Austin, B.S. (State University of Iowa); Desmond Corinne Auxier, B.A.; Mary Elizabeth Avery, B.A. (Ohio Wesleyan University); Anna Cornuelle Avey, B.A. (Grove City College); Alma Ayers, B.A. (West Virginia University); Kenneth Weston Bahler, B.Sc. in Edu.; Leonard Terry Ball, A.B. (Ohio University); Homer De Witt Barbe, B.Sc. in Edu.; John Russell Barnes, B.Sc. in Edu.; Elton Oscar Bartlow, B.Sc. in Edu.; Laurie Calvin Battle, A.B. (Birmingham-Southern College); Eleanor McVey Beers, A.B. (University of Michigan); Ralph John Bernhagen, B.A.; Galen Sanford Besco, B.S. in Edu. (Wilmington College); Alma Geraldine Bigler, B.S. in Edu. (Kent State College); Margaret Taggart Blake, B.A. (Ohio Wesleyan University); Gerald Damoin Bowen, A.B. (Huntington College); Leon Francis Bowman, B.S. (Huntington College); Florence Edna Boyd, B.S. in Edu. (Ohio University); Arlin Wendell Boyer, A.B. (Cedarville College); Antoinette Mason Brown, B.S. (Virginia State College for Negroes); Harvey Adam Brucker, A.B. in Edu. (Marshall College); Clifford Paul Bunnell, A.B. (Findlay College); Reno Wayne Bupp, B.A. (The College of Wooster); Louis Alfred Capper, B.Sc. in Edu.; Edith Mae Carroll, B.Sc. in Edu., B.A.; Oliver Perry Cash, B.S. in Edu. (Miami University); George Chambers, B.S. in Edu. (Kent State College); Mildred Olive Chaplin, B.A. (State University of Iowa); Margaret Jones Clark, B.Sc. in Phar.; Jack David Colclough, B.Sc. in Bus.Adm.; Eunice Cowen Colley, B.S. in Edu. (Wilberforce University); Alfred Welling Couch, A.B. (Mount Union College); Jesse Wilbur Cox, B.S. in Edu. (Northwest Missouri State Teachers College); Mildred Craig, B.Sc. in Edu.; Sarah Virginia Crawford, B.A. (The College of Wooster); Ralph Merlin Crook, A.B. (Ohio University); Alice Irene Csutoros, B.Sc. in Edu.; Charlene Gilman Cunningham, A.B. (Denison University), B.Sc. in Edu.; Hallie Dale Cunningham, B.A. (Ohio Wesleyan University); Abigail Esther Curtis, B.A. (Ohio Wesleyan University); Robert Cecil Custer, B.S. in Edu. (Kent State College); Mitchell Weber Darling, A.B. (Miami University); Warren Maywood Davis, A.B. (Ohio University); Raymond Coate Deeter, A.B. (Manchester College); Mary Aldora Deibel, B.A. (The College of Wooster); Cecil Derice Denning, A.B. (Berea College), B.Sc. in Edu.; Robert Kelly Derrickson, A.B. (Findlay College); Charles Henry Derthick, A.B. (Mount Union College); Thomas Edwyn Dickerson, B.A. (Denison University); John Alexander Donaldson, A.B. (Marietta College); Sarah Emma Dunning, A.B. (Mount Union College); Charles Alvin Eckert, B.Sc. in Edu.; George Raymond Edwards, B.Jour. (University of Missouri); Samuel Walton Emerick, B.S. (Mount Union College); Benjamin Rees Evans, B.Sc. in Edu.; Don Ray Falkenberg, Jr., A.B. (Asbury College); Margaret Farber, B.A.; Harold Alfred Farrell, A.B. (Lincoln University); LeRoy Craig Ferguson, A.B. (Miami University); Wesley Eugene Fesler, B.Sc. in Bus.Adm.; Mary Jo Fink, B.A.; Frederick Tobias Finkbine, B.S. in Edu. (Miami University); George Frederick Fischer, B.Sc. in Bus. Adm.; Ralph Calvin Fox, B.S. (Muskingum College); Joseph Frederick Frasch, B.S. (Capital University); Jane Sharp Frazer, B.Sc. in Edu.; Charles Hamilton Frazier, B.Sc. in Edu. (Muskingum College); Don Day Fusselman, B.Fine Arts (The School of the Art Institute of Chicago); Herbert Spencer Gallatin, B.S. (Ashland College); Esther

Florence Gantz, A.B. (Ashland College); Robert Gwyn Gibby, B.A.; Harris McArtor Giffen, B. S. in Edu. (University of Cincinnati); Harris Gillespie, Jr., A.B. (Baldwin-Wallace College); Ivan Edson Goodrich, A.B. (Cleveland College); Verne Revere Gorsuch, A.B. (Otterbein College); Clara Louise Goss, B.Sc. in Edu.; Franklin Jay Gottfried, B.S. in Edu. (Bowling Green State College); Caspar Dunham Green, A.B. (Hiram College); John Jacob Harstine, B.A. (Muskingum College); Harvey Hamill Hartman, A.B. (Mount Union College); John Elwood Hartzler, B.A. (The College of Wooster); Orville William Hawes, B.S. in E.E., B.S. in Edu. (Ohio Northern University); Virginia Eileen Hawke, B.Sc. in Edu.; Paul William Healy, B.A., B.Sc. in Edu.; Arthur William Hendricks, B.S. in Edu. (Ohio University); Albert Cecil Heritage, B.S. in Edu. (Kent State College); Walter Raleigh Hershberger, A.B. (Bluffton College); Alice Elizabeth Higley, B.A. (Ohio Wesleyan University); Susan Smith Hobbs, B.A.; Glenn Leroy Hook, B.A. (Maryville College); Howard William Horney, B.S. (University of Illinois); Meryl Gleckler Hoskinson, B.S. in Edu. (Bowling Green State Normal College); Melwood David Hostetler, B.S. in Edu. (Kent State College); Janice Davis Howenstine, B.A.; Homer Elsworth Huffman, B.Pub.Sch. Music (Otterbein College); Robert Eugene Huffman, B.Fine Arts; Donald B. Ireland, B.S.(Edu.) (Butler University); Dale Wilson Jenkins, B.Sc. in Agr.; Harry Marot Justus, B.Sc. in Edu.; Sara Lucile Keck, B.A. (Muskingum College); Oreon Pierre Keeslar, B.Sc. in Edu.; Elizabeth Constance Kelhofer, A.B. (St. Mary of the Springs College), B.S. in Edu.; John Joseph Kerekes, B.S. in Edu. (Miami University); Gertrude Mathilda Kern, B.Sc. in Edu.; Arden Amos Kidwell, B.Sc. in Edu.; George Eugene Theodore Kittel, A.B. (Capital University); John Amons Kneisly, A.B. (Manchester College); Marjorie Ann Koons, A.B. (Heidelberg College); Harry Southward Laber, B.S. (Mount Union College); Teresa Rose LaFratta, B.A., B.Sc. in Edu.; Dorothy L. Lebro, B.Sc. in Edu.; Delmar Clifton Lemmon, B.A. (Muskingum College); Albert Raymond Liggett, B.S. (University of Cincinnati); Tilman McKinley Lockard, B.Edu. (Eastern Illinois State Teachers College); Antoinette Lowry, B.Sc. in Edu.; Charles Raymond Maddox, B.A. Ohio Wesleyan University); Margaret Estella Main, B.A. (Ohio Wesleyan University); Pat James Malone, B.S.Phys.Edu. (Western State Teachers College); Anthony Marinaccio, B.Edu. (Connecticut Teachers College); Catherine Elaine Martin, B.S. in Edu. (Ball State Teachers College); Margaret Louise Martin, A.B. (Smith College); Ernest Paul Matthews, B.A. Ohio Wesleyan University); Ethel Wolfe Matthews, B.S. in Edu. (Muskingum College); Fred Christian Mayer, Jr., B.S. in Music (Capital University); Wilfred Freed McArtor, B.S. in Edu. (Bowling Green State College); Evelyn Mary McClelland, B.Sc. in Edu.; Mary Faye McCoy, B.S. in Edu. (Wilmington College); Dwight McInturf, B.Sc. in Agr.; Elizabeth Catherine McKee, B.A. (Ohio Wesleyan University); Ethel Faye McLeod, B.Sc. in Edu.; Mary Louise Meister, A.B. (Marietta College); Albert Carl Meyers, B.Sc. in Edu.; Mildred Hunter Miles, B.S. in Edu. (Wittenberg College); Loren Vincent Miller, B.S. in Edu. (Manchester College); Robert Emerson Mohler, A.B. (University of Akron); Mary Elizabeth Moore, B.S. in Edu. (Miami University); Merlin Marshall Moore, A.B. (Indiana University); Duffrin Alexis Morris, B.Sc. in Edu.; Paul Merle Moyer, B.Sc. in Edu.; Fred Mullenix, A.B. (Marietta College); Duboise Belle Myers, A.B. in Edu.

(West Virginia State College); Jane Harumi Nakano, Edu.B. (University of Hawaii); Delbert Pearl Nave, B.Edu (Eastern Illinois State Teachers College); Julius Cleveland Neff, B.S. in Edu. (Miami University); Theodore Roosevelt Nelson, B.Sc. in Edu.; Ernestine Nichols, A.B. (Otterbein College); Marjorie Nichols, A.B. (Otterbein College); John Garnet Odgers, Jr., A.B. (Heidelberg College); William Howard Opperman, A.B. (Findlay College); Kathleen Mary O'Rourke, A.B. (Mary Manse College); Beryl Margaret Parrish, B.Sc. in Edu.; Richard Wilson Patterson, B.S. in Edu. (Ashland College); Barbara Ann Perecinic, B.Sc. in Edu.; Noel Harper Petree, A.B. (University of Toledo); Katherine Lucile Pettis, B.S. (Columbia University); Ernest William Pierce, B.S. (Heidelberg College); Margie Anne Plummer, B.Sc. in Edu.; Stanley Franklin Pratt, B.A. (Ohio Wesleyan University); Mary Beatrice Pyles, A.B., B.S. in Edu. (Cedarville College); Louis Ernest Rahn, A.B. (Asbury College); Naomi Marie Randall, A.B. (Asbury College); Roy Andrew Redmon, B. S. in Edu. (Wilmington College); Seerley Reid, B.S. in Com. (University of Denver); Helen Marguerite Reuter, B.Sc. in Edu.; Charles Owen Reynolds, B.A. (Muskingum College); Mary Alice Rickenbacher, B.Sc. in Edu.; Helen Mildred Ridgley, A.B. (Lake Erie College); Harold Eugene Ringer, B.S. in Edu. (Bowling Green State University); Franklin Harry Roberts, B. A. (Ohio Wesleyan University) B.Sc. in Edu.; Lucille Leap Roberts, A.B. (Marshall College); Ida Ardanell Roe, B.S. in Edu. (Bowling Green State College); Mildred Wilmoth Rose, A.B. (West Virginia University); William Clifton Ross, B.S. in Edu. (West Virginia State College); James Emerson Russell, A.B. (Asbury College); Joseph Dell Moore Russell, B.S. in Edu.; Hazel Martha Sample, A.B. (Ouachita College); Mona Wellman Sanson, A.B. (Marshall College); Frances Elizabeth Sargeant, B.A.; Richard Adam Sauerbrun, B.Sc. in Edu.; Jean Wenger Scherr, A.B. (Adrian College); Hilda Rosetta Schmidt, B.A. (University of Wisconsin), B.Sc. in Edu.; Melba Mina Schumacher, Ph.B. (University of Chicago); Charles Jacob Schwemley, A.B. (Capital University); Myrtle Martin Shallenburg, B.Sc. in Edu. (Ball State Teachers College); Harold Gray Shane, B.Edu. (Milwaukee State Teachers College); Dorothea Virginia Shannon, B.S. in Edu. (Ohio University); Lucile Rosalind Shatzer, A.B. (Wittenberg College); Charles Wilson Shell, B.Sc. in Edu.; Edward Allen Shoemaker, B.Sc. in Edu.; Emerson Clayton Shuck, B.S. (Otterbein College); Mary Catharine Singer, B.Sc. in H.E.; James Clive Slack, A.B. (Rio Grande College); Ada Alberta Smith, B.A., B.Sc. in Edu.; Charles Kelsey Smith, A.B. (Defiance College); Esther Dorothy Smith, B.Sc. in Edu.; Kenneth Eugene Smith, B.S. in Cer.E. (Alfred University); Enid Eileen Smoke, B.Sc. in Edu.; Oscar Lee Snyder, B.Sc. in Edu.; Sara Jane Spencer, A.B. (Lincoln University); Charles Spitler, B.Sc. in Agr.; James Calvin Stamm, B.A. (The College of Wooster); John Martin Stanfield, A.B. (Ohio Northern University); Samuel Harold Stansberry, B.A.; Maurice LeRoy Stearns, B.S. in Edu. (Bowling Green State University); James Robert Steed, B.S. in Edu. (Ashland College); Robert Russell Stillwell, B.Sc. in Edu.; Elizabeth Louise Stoltz, B.Sc. in Edu.; Paul Holcomb Sutton, A.B. (Michigan Central State Teachers College); Edna Hayes Taylor, Ph.B. (Denison University); Sterling Emrod Tennant, B.S. in Edu. (Bowling Green State College); Robert Horton Terhune, B.Sc. in Edu.; Helen Deborah Terrill, B.Sc. in H.E.; Rita Mary Thomas, B.A. (St. Mary of the

Springs College); Alice Miller Tulloss, B.A. (Wellesley College), B.Sc. in Edu. (Wittenberg College); Lester A. Vansant, A.B. (Findlay College); Margaret Irene Wachtel, A.B. (Western College for Women); Louise Annette Walcutt, B.Sc. in Edu.; Kathleen Evelyn Warren, B.Sc. in Edu.; Irven Taylor Warthman, B.S. in Edu. (Ohio University); Everett Hale Whipkey, A.B. (Otterbein College); Elton Carl Whitcomb, B.A., B.Sc. in Edu.; Dorothea Delilah White, B.Sc. in Edu.; Samuel Sullivan Whitt, B.Sc. in Edu.; Maclyn Walter Wickersham, B.A. (Ohio Wesleyan University); Harold Max Wiggins, B.Sc. in Edu.; Elizabeth Isabel Williams, B.A. (The College of Wooster); Robert Glenn Williams, A.B. (Marietta College); Henry Julius Williamson, B.S. in Edu. (Kent State College); William Watson Wilson, Ph.B. (Muskingum College); Genevieve Winans, B.A. (Wellesley College); Kenneth Winetrou, A.B. (Ohio University); Florence Lee Winkle, B.Sc. in Jour.; Arthur Eugene Wohlers, B.S. in Edu. (Bowling Green State University); Lillian Bess Wolfe, A.B. (Marshall College); Angela Dukye Woode, B.Sc. in Edu.; John Wayne Wrentmore, A.B. (Hiram College); George Oliver Wright, B.Sc. in Edu.; Charles Oliver Youmans, B.Sc. in Edu.; Harold Philip Zelko, LL.B.

MASTER OF ARTS IN SOCIAL ADMINISTRATION

Chester Cameron Cooley, A.B. (Oberlin College); Earl Hoffman Copsey, B.A. (Ohio Wesleyan University); Robert Irving Diller, B.S. (Kent State University); Beatrice Henrietta Dunn, B.A.; Harold Stanley Frum, B.S. in Edu. (Bowling Green State University); William Stone Guthrie, B.A.; Robert Eaton Hadley, B.Sc. in Soc. Adm.; Charles French Isaacs, A.B. (Oberlin College); Adelbert Colfer Long, A.B. (Marietta College); Ralph Woodrow Metz, A.B. (Ohio Northern University); Samuel Sidney Newhouse, B.Sc. in Soc. Adm.; Walter Sharp Page, B.A.; Sidney Douglas Polhemus, A.B. (Oberlin College); Robert Lawrence Staley, B.Sc. in Edu.; Richard Marian Tuttle, A.B. (Kent State University); Alice Marie Waterhouse, B.Sc. in Edu.

MASTER OF BUSINESS ADMINISTRATION

Fred McClelland Atchinson, B.Sc. in Bus. Adm.; Robert Raymond Daniell, B.Sc. in Bus. Adm.; Albert Harold Dehner, B.Sc. in Bus. Adm.; Richard Robert Wright, III, B.S. Com. (Wilberforce University).

MASTER OF SCIENCE

Raymond Julius Alberts, B.S. (University of Illinois); Bruce Burdette Archdeacon, B.S., B.S. in Edu. (Wilmington College); Robert Holmes Arrowsmith, B.S. (Muskingum College); Milton Berman, B.A.; Otis Deitz Black, B.A.; George Merlin Correll, A.B. (Findlay College); David L. Cramer, A.B. (Oberlin College); John Robert Culbert, B.S. (University of Illinois); Bessie Armeda Diley, B.S. in Edu. (Ohio University); Virginia Rose Ebright, B.A.; William Clyde Ferguson, B.S. (Pennsylvania State College); John Howard Gregory, B.S. (Muskingum College); Harold Fredriks Hackenberg, A.B. (Wittenberg College); Albert Emerson Headley, B.A. (Muskingum College); George Augustus Heffner, B.A.; John Harry Helwig, D.V.M.; David Hull Henry, B.S. (South Dakota State College); John Henry Hetrick, B.S. (Pennsylvania State College); James Clinkscales Hoffman, B.S. (Clemson Agricultural College); Oscar Wayman Holmes, Jr., B.S. (West Virginia State College); Keith Stasel Hoover, B.S. (Otterbein College); Thomas Johnson Horne, B.S. in Agr. Edu. (Vir-

ginia Polytechnic Institute); Walter Ferdinand Jentgen, B.S. (New Mexico College of Agricultural and Mechanical Arts); Joseph Gustavuss Katzenberger, B.Sc. in Agr.; David Ellison MacQuigg, B.A.; Shunso James Maeda, B.S. (University of California); Philip Charles Manley, D.V.M.; Stuart Allan Mayper, B.S. (College of the City of New York); Harold Ritchie McCulloch, B.S. (Pennsylvania State College); Harold Ashly McMaster, B.A.; Robert Leigh Moffett, B.S. (Mount Union College); Harold Eugene Moses, D.V.M.; Avraham Benjamin Rotenberg, B.A. (University of Toronto); Jesse Howard Shively, B.S. (Mount Union College); Thomas Furman Spencer, A.B. (Swarthmore College); Frank Swedish, Jr., B.S. (Kent State University); Earl Byron Tussing, B.Sc. in Agr.; Richard Milton Veatch, A.B. (Kenyon College); Lucille Elsa Wagner, B.A. (Mills College); James Miles Walteers, A.B. (Oklahoma City University); Jesse Arnold Weatherford, B.S. (Kent State University); Richard James Wells, B.Sc. in Physics; Elkin Oscar Woolfolk, Jr., A.B. (Talladega College).

MASTER OF SCIENCE IN PUBLIC ADMINISTRATION

Frank Jesse Bussey, Jr., A.B. (University of Akron); Bettie Genier Coble, B.A.; Robert William Schafer, B.A.; Arthur Lester Tackman, B.A.

BACHELOR OF SCIENCE IN AGRICULTURE

Bruce Alban Crissinger; James Edward Kidd; Dale Russell Lee; Hyman Leikind; Francis Burwell McCormick; John Anthony Resek.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Sara Jean Cornell; Betty Lou Coxen; Eleanor Lea Cumberland; Florence Inez Draut; Betty Lou Folsom; Edna Lucile Gordon; Helen Marie Harner; Kathryn Louise King; Marguerite Estelle King; Betty Jane Millisor; Maxine Ellen Miracle; Mary Janet Paxton; Alice Jane Schaal; Christine Mae Sherer; Virgil Leona Shridder; Lyla Elberta Simmons; Helena Christine Stokes; Dorothy Mae Talbott; Maisie Tham; Martha Jane White; Mary Louise Zwyayer.

BACHELOR OF ARTS—WITH HONORS

David Kenneth Efros (with High Distinction in Botany); Charles Jeffrey Merchant (cum laude); Merrill Eugene Speelman (with High Distinction in Zoology); Mary Jane Vines, B.Sc. in Edu. (cum laude).

BACHELOR OF SCIENCE IN JOURNALISM—WITH HONORS

William Nathan Mendel (with Distinction in Journalism).

BACHELOR OF ARTS

Mabel Louise Brewer; Dan L. Chase; John Richard Eastman; Lloyd Russell Foster; Robert Augustine Friedel; Carolyn Mildred Hardy; Carl Franklin Huffman; Elmo Clayton Julian; Harriet Jane Kemp; Jeanne Levette; John Albert Lower; James Delmar Miller; Donald Alfred Milligan; Lawrence Lorain Nichols; James Byron O'Brien; Helen Jean Pfening; Charles Anton Reutinger; Jane Annette Runyan, B.Sc. in Edu.; Harry Morton Sage; Joseph George Seruto; Clarence Frank Sills; Hugh Sawyer Starr; Sam Stregovsky; Clarence Swearingen, Jr.; Leo Emmett Swick, Jr.; Gordon Parker Van Buskirk; Glenn Willis Whiteside; Mildred Mary Yenchius.

BACHELOR OF SCIENCE IN JOURNALISM

Lynn Francis Adolph; William Arthur Barber; Andrew Deafner Craig; Robert Wayne Halliday; Willard Karl Hirsch; William Courtney May.

BACHELOR OF SCIENCE IN OPTOMETRY

Max Sam Weinstein.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION—WITH HONORS

Philip Fredric Brier (with Honors and Distinction in Accounting); Edward Hough Eaton (with Distinction in Accounting); Milo Reed Zimmerman (with Honors and Distinction in Accounting).

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION—WITH HONORS

Marvin Hoffenberg (with Honors); Elizabeth Allen Senderling (with Honors and Distinction in Social Administration.)

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Harold William Adler; Ray Edward Adrean; Manuel Alvarez-Comas; Joaquin J. Amadeo-Perez; Joseph William Baird; Shirley Estelle Barr; William Thomas Baughman; Harry Lamar Beard; Kennard William Becker; Paul Francis Berger; Fred Eugene Bernard; George Martin Borel; Francis Irene Bowen; Murray Jake Chilton; Gordon Harley Cook; Bertram Bernard Deibig; Jacob Merle Eshler, Jr.; Thomas Clifford Evans, Jr.; Robert Charles Ferguson; Alan Craig Fite; Donald Lincoln Glander; Alvin Goldring; Harry David Greider; Robert William Hague; William Hamilton; Denver Edwin Heald; William Hampton Heffelfinger; Robert Guthrie Hill; William Edward Hirtler; Linn Walker Hobbs; Otto Karl Hostettler; Edward Alva Howell; Charles McKee Howick; Robert Woodrow Huber; Robert Humphrey; Robert Charles Hunsberger; Robert Leon Kallmerten; Charles Kelemen; Solomon Allan Lame; John Lancione, Jr.; John Lowry Langley; Wade Wenger Lape; Robert Burton Lowman; William Henry Lowther; Robert Morgan McCarthy; John James McClure, Jr.; Kelly Bunyan McRae; William Roy Mettler; Leo Kreinberg Mintz; William Ingraham Monaghan; George Edward Morgan, Jr.; Ernest William Moritz; Arthur Blaine Musser; Harold Dean Negelspach; Robert William Obenour; Richard Jacob Offenberger; Anna Catherine Oldham; John Bukey Parrish; Antonio Eugenio Perez-Pubillones; James William Powell; Carl Leslie Presgrave; Adolph Rabinowitz; Charles Baird Rankin; Milton Harold Rapport; Lloyd Martin Rausch; Richard Louis Remy; John Eugene Rentsch; Jay Clarence Routh; Edwin Michael Sarrey; Malcolm Harrison Saveland; Alfred Chickering Sawan; Max Frederick Schmitt; George W. Sigafos; Theodore R. Simson; Irvin Roland Smuk; John Andrew Spitzer; Albert Clark Standish; Doren Charles Stone; William Jeremiah Sullivan; Thomas McCullough Sewaringen; Robert Louis Tatman; Robert Merrick Van Harlingen; Arthur Allison Vanosdall; Leo Manus Warshavsky; Norman Charles Zollar.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Carolyn Mary Danese; Stanley Engel; Aneta Pearl Quay; Virginia Rockwell Weekes; Betty Rose Wells; Helen Louise Zack.

DOCTOR OF DENTAL SURGERY

William Andrew Dimity.

BACHELOR OF SCIENCE IN EDUCATION—WITH HONORS

Hazel Marie Tarbutton (with Distinction).

BACHELOR OF SCIENCE IN EDUCATION

Donald Duncan Addison; Savesta Agapetus, B.A.; Vincent William Bannigan; Wade Delno Bash, B.Sc. in Bus. Adm.; Bruce Baum Baxter, Jr.; Natalie Vera Brewka; Mary Ellen Brightman, B.A. (Ohio Wesleyan University); Beatrice Anna Brown; Ruth Marian Brown, B.S. in Edu. (Muskingum College); George Roscoe Burg, B.Sc. in Jour.; Beulah Gertrude Carlow; Mary Theresa Carney; Helen Duff Chalfant; Veeder Theodore Colangelo; William Melvin Corbin; Beulah Mabel Crawford; Aaron Davis, S.B. (University of Chicago) M.A.; Robert Norman DeWitt; B.A. (Ohio Wesleyan University); Sara Jane Deyo, B.A., M.A.; Mary Helen Donnelly; Gertrude Evelyn Eisenberg; Julianna Elk; Martha Marie Elliott; John James Evans, A.B. (Kenyon College); Barbara Margaret Farber, B.A.; Stanley Jack Fender; LeRoy Craig Ferguson, A.B. (Miami University); Kenneth Louis Field, A.B. (Heidelberg College); Andrew Paul Franko; Harriet Palmer Fry; Emma Maria Gamboa; Nancy Waldron Gard; Catherine Helen Gillette; Grover Ura Grover; Mildred Ruth Haggard; Donald Eber Haines; Fern Elizabeth Hammerstein; Helen Elizabeth Hartmann; Florence Edith Heineman; Bessie Lewis Heiskell; Paul Lawrence Hiskey; Edythe Philamen Hockman; Paul Henry Holcomb; Maurice Alexander Hyman; Iona Mapes Jenks; Denver Curtis Jividen, B.A.; Marie Ruf Jones; Stephen Luther Jones, A.B. (Wilmington College); Louise Junk; Lucille Strickler Kepley; John William Kerrigan, B.A.; Evelyn Harlan King; Helen Mary Knox; Evelyn Elsa Kramer; Paul Bonar Leonard; Blanche Marie Llewellyn; Ruth Madeline Lockwood; Mildred Charlene Loney; Lucille Evelyn Marquart; Frank Adolph McCoy; Ruth Elizabeth McGlone; William Thomas Merz; William Eugene Moore; Doris Haignere Mortimer; Eugene Joseph Myers; Alice Parker Newman; Louise Wilhelmina Oliver; Dorothy Louise Pennekamp; Emma Minerva Perkins, B.A. (The College of Wooster), M.A. (Northwestern University); Mary Ellen Philo; Margaret Elizabeth Pilkington, A.B. (Otterbein College); Glen Edward Poff; Alice Rebecca Raney; Zygmunt Edward Rataiczak; Mary Margaret Redd; Elizabeth Ann Ryan; Martha Hathaway Sayers; Ada Fri Saylor; Walter Earle Seamon, Jr.; Elmer Ellsworth Shaw; Harriett Lincolnia Smith; Wade William Smith; Emily May Stockford; Loren Lewis Straight; Ida Frances Taylor; Talbott Earl Thomas, Jr.; Helen Louise Thompson; Lola Olive Trainer; Eleanor Mathilda Tufvander; Charles Wesley Vogel; Marjorie Rebecca Vorhees; Jane Stine Wagner, A.B. (Oberlin College); Clifford Homer Willford; Mary Marie Wycarver; Florence Phyllis Yingling; Doris Marie Young; Louis Cleveland Young; John Philip Zaugg, B.S. in Edu. (Bowling Green State University); Rosella Louise Zuber.

BACHELOR OF FINE ARTS

Frederick George Reinke.

BACHELOR OF CHEMICAL ENGINEERING

Harold Peter Connare; Robert Harold Dewart; John Donald George; Cameron Eugene Pontius; Howard Glen Rohrer; Samuel Teplitz; Arthur Thomas, Jr.; William Dale Woodford.

BACHELOR OF ELECTRICAL ENGINEERING

Robert LeRoy Brackney; Robert Dalman Chase; Frank Heyman Fischer; Louis Henry Kellogg.

BACHELOR OF INDUSTRIAL ENGINEERING

Frank Maguire Andrews, Jr.; Richard Mark Bauer; James Steelman Dysart; Paul Durban Jones; Earl Virgil McKinzie.

BACHELOR OF MECHANICAL ENGINEERING

Robert William Bryan; Kenneth Owen Friley; Roland Christian Helle.

BACHELOR OF SCIENCE IN PHARMACY

Ferdinand Joseph Gutwinski; John George Kuebler; Julius Mario Tesi; Robert Mootz Ullrich.

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Acting President McPherson recommended the election of Bernard Victor Christensen, as Dean of the College of Pharmacy, at a salary of \$6,108 per annum, effective October 1, 1939.

Upon motion of Dr. Russell, seconded by Mr. Dargusch, the above recommendation of the Acting President was upon roll call unanimously approved.

* * * * *

Mr. Rummell now moved that Dr. Wendell D. Postle be elected Dean of the College of Dentistry as recommended by the Acting President, at a salary of \$6,600 per annum, effective as of September 1, 1939.

This motion was seconded by Mr. Dargusch, and the roll call thereon was as follows:

Ayes: Messrs. Atkinson, Dargusch, Rummell, Thompson, and Miss Campbell.

Nays: Messrs. Altmaier and Russell.

The Chairman declared the motion carried.

* * * * *

The Acting President presented the following budgets for the College of Dentistry and recommended their adoption, effective as of September 1, 1939, except as otherwise noted:

<i>College of Dentistry</i>	<i>Title</i>	<i>Annual Rate</i>
Wendell D. Postle	Dean	\$ 6,600.00
Harry M. Semans	Dean Emeritus	1,236.00
Harvey V. Cottrell	Emeritus Professor	1,104.00
William C. Graham	Emeritus Professor	1,416.00
Irwin A. Bottenhorn	Professor	4,596.00
Paul D. Kitchin	Professor	3,864.00
Clyde H. Hebble	Professor	1,608.00
Earl G. Jones	Professor	1,440.00
Frank C. Starr	Associate Professor	1,320.00
R. B. Wiltberger	Assistant Professor	1,092.00
Herbert S. Shumway	Assistant Professor	2,556.00
Louis E. Reif	Instructor	1,404.00
Victor L. Steffel	Instructor	700.00
J. Henry Kaiser	Instructor, effective 10-1-39.....	1,536.00
Robert E. Wade	Instructor	1,000.00
Total for College of Dentistry.....		\$31,472.00

Dental Clinic 400-7160

Dick P. Snyder	Professor	\$ 2,184.00
Charles W. Strosnider	Associate Professor	4,284.00
Robert D. McFarland	Instructor	1,886.00
Harry Spangenberg	Instructor, effective 10-1-39	2,448.00
Carl O. Boucher	Assistant Professor	2,052.00
Wilbur L. Marshall	Instructor	1,104.00
Harold K. Crow	Instructor	1,000.00
Lyle S. Pettit	Instructor	1,000.00
Agnes Warner	Assistant	1,200.00
Emma Smith	Technical Assistant	1,020.00
Elma Willis	Technical Assistant	900.00
Marianne I. Clarke	Technical Assistant	840.00
Robert T. Trippy	Demonstrating Assistant	800.00
Edna Wallace	Stenographer	1,200.00
Retta M. Washburn	Clerk	900.00
Sue Merrell	Janitress	804.00
Pessa Hanson	Technical Assistant	780.00
Charles W. Strosnider	Assistant Professor (June 15 to October 1).....	600.00
Lyle S. Pettit	Instructor (June 15 to October 1).....	400.00
Carl O. Boucher	Instructor (June 15 to October 1).....	400.00
Herbert S. Shumway	Instructor (June 15 to October 1).....	400.00
Harold K. Crow	Instructor (June 15 to October 1).....	400.00
Robert E. Wade	Instructor (June 15 to October 1).....	400.00
Total for Dental Clinic.....		\$26,952.00

Mr. Rummell moved that the above recommendations of the Acting President be approved. This motion was seconded by Mr. Dargusch and the roll call thereon was as follows:

Ayes: Messrs. Atkinson, Dargusch, Rummell, Russell, Thompson, and Miss Campbell.

Nay: Dr. Altmaier.

The Chairman declared the motion carried.

* * * * *

Acting President McPherson now recommended the election of Arthur C. Martin as Acting Dean of the College of Law pending the selection of a permanent Dean.

Mr. Atkinson moved that the above recommendation be approved. This motion was seconded by Mr. Dargusch and the roll call thereon resulted as follows:

Ayes: Messrs. Atkinson, Dargusch, and Rummell.

Nays: Messrs. Altmaier, Russell, and Thompson.

Not voting: Miss Campbell.

The Chairman declared the motion lost.

* * * * *

Dr. Russell moved that Section 8, Chapter V of the By-Laws of the Board of Trustees (relating to the selection of deans) be suspended.

This motion was seconded by Dr. Altmaier and the roll call thereon resulted as follows:

Ayes: Messrs. Russell and Altmaier.

Nays: Messrs. Atkinson, Rummell, Dargusch, Thompson, and Miss Campbell.

The Chairman declared the motion lost.

* * * * *

Thereupon the Board adjourned to meet in the morning.

August 16, 1939.

The Board came into session at 9:00 A. M., with all members present.

* * * * *

The Secretary called the attention of the Board to certain permanent improvements, principally the heating system, required in the Smith House recently purchased by the State Conservation Council and leased to the Ohio State University for a term of 15 years.

Upon motion of Dr. Altmaier, seconded by Mr. Thompson, the University Cabinet was authorized to make such improvements as in its judgment are deemed necessary.

* * * * *

Mr. Dargusch, Chairman of the subcommittee on retirement, presented the following report and recommendations and moved their adoption:

Pursuant to the action of the Board of Trustees of The Ohio State University, the special committee on retirement, after due consideration of proposals received and after conferences with the faculty committee on retirement, makes the following report:

1. Questionnaires were sent to all agents of insurance companies which according to the records of the special committee had made inquiry with respect to the retirement and collective or group insurance plans.

The special committee also furnished complete information to the State Underwriters' Association, having been informed that the association would disseminate such information to all interested members.

Upon receipt of the proposals based upon the questionnaires, the information contained therein was tabulated and is attached hereto as Exhibit A.

2. The faculty committee, composed of Professors Morris, Henderson, and Hoagland, at the request of the special committee and after consideration of the proposals submitted, has made the following recommendations to the special committee:

Columbus, Ohio, July 8, 1939.

Mr. Carlton S. Dargusch
Chairman, Subcommittee on Annuities
Board of Trustees, The Ohio State University
Columbus, Ohio

Dear Sir:

After careful consideration of all plans submitted by various insurance carriers which are applicants for the business of carrying the annuity program for the members of the faculty of The Ohio State University, your Faculty Committee makes the following recommendation:

That the Midland Mutual Life Insurance Company and the Columbus Mutual Life Insurance Company be selected as carriers of the annuity program.

We recommend that each member of the faculty be given duplicate contracts with each of these two carriers and that each carrier assume the obligations for fifty per cent of each faculty member's annuity.

We recommend further that the contracts with each of these carriers be identical in all respects except as to participating dividends which will necessarily be determined by the earnings experience of the carriers.

We recommend further that in drawing up the contracts with these carriers, Professor C. C. Morris be asked to consult with the Business Office of the University since he has made a very careful study of the details of the contract desired and has reached certain tentative agreements with the two carriers recommended.

Respectfully submitted,

(Signed) C. C. MORRIS, *Chairman*

(Signed) H. E. HOAGLAND

(Signed) W. E. HENDERSON

Columbus, Ohio, July 19, 1939.

Mr. Carlton S. Dargusch
 Chairman, Subcommittee on Annuities
 Board of Trustees, The Ohio State University
 Columbus, Ohio

Dear Mr. Dargusch:

The Faculty Committee studying group insurance recommends the Aetna Life Insurance Company as the insurance carrier for group insurance for the staff members covered by the plan for retirement income and the service employees of The Ohio State University.

We recommend that \$1 per month be deducted from the salaries of all such persons and paid as a premium to buy group insurance on the following basis:

1. A uniform policy of \$1,000 for each member of the service staff, regardless of age.
2. A policy of \$2,500 for each staff member covered by the plan for retirement income, under the age of 50 years.
3. A minimum policy of \$500 for each member covered by the plan for retirement income, 65 years of age or over, such insurance policy to be cancelled at the time of retirement.
4. The remainder of the total premium paid to be used to purchase insurance for the staff members covered by the plan for retirement income, between the ages of 50 and 65 years.

We recommend further that for age intervals of approximately 5 years, the amount of insurance coverage for those included in paragraph 4 be reduced approximately \$500.

Respectfully submitted,

(Signed) C. C. MORRIS

(Signed) H. E. HOAGLAND

Pursuant to the authority vested in the special committee, the insurance companies hereafter named are selected as the insurers under the plan for retirement income and collective or group life insurance:

A — Plan for Retirement Income

The insurers selected for this plan are the Midland Mutual Life Insurance Company and the Columbus Mutual Life Insurance Company, both of Columbus, Ohio, submitting a joint proposal, and the John Hancock Mutual Life Insurance Company of Massachusetts.

The staff members eligible for participation in the plan for retirement income are to choose as their individual insurer either the Midland Mutual Life Insurance Company and the Columbus Mutual Life Insurance Company, or the John Hancock Mutual Life Insurance Company.

The Midland Mutual Life Insurance Company and the Columbus Mutual Life Insurance Company shall be deemed one company and the John Hancock Mutual Life Insurance Company shall be deemed one company with respect to the Plan for Retirement Income.

B — Plan for Collective or Group Life Insurance

The insurer selected for this plan is the Aetna Life Insurance Company of Hartford, Connecticut, provided the proposed contract of said company is satisfactory to the Committee on Retirement. If said contract is not satisfactory to the Committee on Retirement, the group insurance shall be offered to the John Hancock Mutual Life Insurance Company.

Failure of any insurance company named herein to comply with any lawful rule or regulation of the Board of Trustees of The Ohio State University shall be cause for cancellation of the insurance contract between The Ohio State University and said company, and such failure shall likewise be cause for cancellation of any contract issued by any of said companies under the plans for retirement income and collective or group life insurance, to a staff member or a service staff member.

There shall be no solicitation, personal or otherwise, of members of the staff or service staff of The Ohio State University and the choice of insurers by individuals shall be made as provided herein.

Said plans shall take effect as of January 1, 1940, and the Business Manager of The Ohio State University is directed to

cause the contracts and other documents to be prepared for the purpose of putting said plans into effect.

Respectfully submitted,

SUBCOMMITTEE ON RETIREMENT

(Signed) CARLTON S. DARGUSCH, *Chairman*

(Signed) M. EDITH CAMPBELL

(Signed) C. J. ALTMAIER

This motion was seconded by Dr. Altmaier and upon roll call was unanimously approved.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote directed that the salaries of all persons of the University staff eligible for group insurance be increased \$1.00 per month, effective January 1, 1940.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote requested the Acting President to express to the special faculty committee on retirement the deep appreciation of the Board of Trustees for the valuable and untiring services rendered by said committee in studying this entire annuity and insurance program.

* * * * *

Acting President McPherson recommended the appointment of a committee consisting of Professors Arthur T. Martin, Silas A. Harris, and Robert E. Mathews to administer the College of Law pending the election of a permanent dean.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the above recommendation was upon roll call unanimously approved.

* * * * *

Thereupon the Board adjourned to meet on Monday, September 18, 1939, 10:00 A. M., at Wooster, Ohio.

After the close of the session, the following statement was filed with the Secretary to be incorporated as a part of the minutes of this meeting:

The Board report declares that where student organizations do not reflect the philosophies or principles of the University, they should be denied further existence, and proceeds to recommend the dissolution of the Marxist Student Club. We are compelled to dissent from this statement and recommendation. If the philosophy of a university is represented by the majority thought of its Board of Trustees, it will vary from year to year. The true idea of a university, since the days of Cardinal Newman and before, has been one based upon freedom of thought and discussion. Whether one approves or not of the principles of Marx, we cannot feel that the existence of a Marxist discussion club consisting of 15 out of 13,000 students is a threat to our free institutions.

8-16-'39

The order requiring its dissolution seems to us to be a greater threat.

(Signed) M. EDITH CAMPBELL

(Signed) LOCKWOOD THOMPSON

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND SEVENTEENTH MEETING OF THE BOARD OF TRUSTEES

Wooster, Ohio, September 18, 1939.

The Board of Trustees met at Wooster, Ohio, at 10:00 A. M.

Present: Herbert S. Atkinson, Carlton S. Dargusch, Dr. Burrell Russell, and Lockwood Thompson. In the absence of the Chairman, Miss M. Edith Campbell, Mr. Atkinson, Vice-Chairman, presided.

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The minutes of the last meeting were approved.

* * * * *

Vice President Morrill reported to the Board the death of Dr. George F. Arps, Dean of the Graduate School, on September 16, 1939, at the University Hospital. He expressed the hope, which he said he felt would be shared by the entire University staff and community, that the Board might memorialize Dean Arps' distinguished service to the University by giving to the present Education Building the name of "Arps Hall."

The Vice-Chairman now presented the following resolution which he had requested the Vice President to prepare:

"The Board of Trustees learns with deepest sorrow of the death of Dr. George F. Arps, Professor of Psychology since 1912; Dean of the College of Education, 1920 to 1937; and Dean of the Graduate School since May, 1937.

"A teacher with the gift of contagious enthusiasm for learning, a scholar of distinguished training and attainments, an administrator of rare vision and unusual accomplishments, a counselor and companion whose generous comradeship was cherished by his colleagues, Dean Arps exemplified in his life and work the highest ideals of effective and enduring service to the Ohio State University. A distinguished figure in the world of higher education in America, by his own leadership and by the contributions to teaching and research of those whom he encouraged, assisted and inspired, Dean Arps conferred honor and prestige upon the institution which he served with unremitting labor and devotion. In his passing the University suffers irreparable loss.

"Be It Therefore Resolved, that the Board of Trustees hereby expresses on behalf of the University its appreciation of a great spirit committed to high service, a character whose memory will remain as a challenge to constructive accomplishment, and

"Be It Further Resolved, that in his memory the present Education Building on the campus with which he was so long

and conspicuously identified be designated from and after this date as 'Arps Hall'; and further that a copy of this resolution be spread upon the minutes of the Board and transmitted to the members of the family with the sympathy of the Board and of the University."

Upon motion of Mr. Thompson, seconded by Dr. Russell, the above resolution was upon roll call unanimously adopted.

* * * * *

In the absence of Acting President William McPherson, Vice President Morrill now presented the following recommendations of the Acting President:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Marjorie Moore	Home Dem. Agent, Summit County	Sept. 8, 1939	\$ 1,908.00
Malcolm McVickar	Assistant in Agronomy Extension	Sept. 30, 1939	600.00
Alice Gillam	Clerk	July 31, 1939	960.00
<i>College of Agriculture</i>			
<i>Botany</i>			
Benjamin H. Davis	Instructor	Sept. 30, 1939	2,148.00
Clyde H. Jones	Assistant	Sept. 30, 1939	1,404.00
Frederick H. Norris	Graduate Assistant	Sept. 30, 1939	450.00
<i>Dairy Technology</i>			
G. Freeman Gober	Graduate Assistant	Sept. 30, 1939	450.00
<i>School of Home Economics</i>			
Ruth Blanshan	Instructor	Sept. 30, 1939	1,956.00
<i>Horticulture and Forestry</i>			
George Wm. Schneider	Graduate Assistant	Sept. 30, 1939	450.00
William P. Robinson	Foreman of Greenhouses	Aug. 31, 1939	1,464.00
Fred Petri	Laborer	Aug. 31, 1939	1,080.00
<i>College of Arts and Sciences</i>			
<i>Administration</i>			
Vivian Chubb Light	Stenographer (part time)	Sept. 30, 1939	540.00
<i>Bacteriology</i>			
Thomas W. Green	Graduate Assistant	Sept. 30, 1939	450.00
<i>Chemistry</i>			
Atherton Whaley	Graduate Assistant	Sept. 30, 1939	450.00
<i>English</i>			
T. A. Barnhart	Assistant	Sept. 30, 1939	954.00
<i>Physics and Astronomy</i>			
Clarence W. Matthews	Graduate Assistant	Sept. 30, 1939	450.00
<i>Speech</i>			
Roy D. Murphy	Assistant	Sept. 30, 1939	900.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Harriet S. Blair	Stenographer	Aug. 31, 1939	1,260.00

<i>Business Organization</i>			
Tom F. Jones	Assistant	Sept. 30, 1939	900.00
<i>College of Education</i>			
<i>Bureau of Educational Research</i>			
Kimball Wiles	Research Assistant	Aug. 31, 1939	1,800.00
<i>Education</i>			
Norma Kirkendall	Assistant (part time)	Sept. 30, 1939	100.00
<i>College of Engineering</i>			
<i>Chemical Engineering</i>			
Stuart B. Row	Instructor	Sept. 30, 1939	1,428.00
<i>College of Medicine</i>			
<i>Anatomy</i>			
E. S. James	Instructor	Sept. 30, 1939	2,148.00
<i>Starling-Loving Hospital</i>			
<i>Nursing Care</i>			
Dorothy Freeland	Nurses Aide	Aug. 25, 1939	504.00
Dorothy Ellen Jones	Nurses Aide	Sept. 6, 1939	504.00
<i>Dietary</i>			
Carrie Fulwider	Pastry Cook	July 31, 1939	744.00
Elizabeth Ballard	Diet Kitchen Helper	July 31, 1939	588.00
Thelma Parker	Diet Kitchen Helper	June 30, 1939	588.00
Loma Jeanne Yeamans	Waitress	July 31, 1939	588.00
Guasie Wright	Diet Kitchen Helper	Sept. 2, 1939	588.00
Lottie Moore	Diet Kitchen Helper	Sept. 15, 1939	720.00
Lucy E. Weaver	Diet Kitchen Helper	Sept. 15, 1939	588.00
Garlettia Dickson	Waitress	Sept. 15, 1939	588.00
<i>Starling-Loving Hospital (Rotary)</i>			
<i>Nursing Care</i>			
Helen Marie Miller	Supervisor	Aug. 31, 1939	1,200.00
Lynda Evans	Assistant Head Nurse, Obstetrics	Aug. 31, 1939	1,200.00
Jean Tinklepaugh	Assistant Head Nurse, Obstetrics	Sept. 15, 1939	1,080.00
Bertha Albers	General Duty Nurse	Aug. 31, 1939	900.00
Ruth Pegg	General Duty Nurse	Aug. 29, 1939	900.00
<i>College of Veterinary Medicine</i>			
William E. Bills	Instructor, Veterinary Anatomy	Sept. 30, 1939	1,968.00
<i>Graduate School</i>			
Henry A. Gornall	Edward Orton Junior Foundation Fellow	Sept. 30, 1939	600.00
Hilda V. Gilliland	Scholar	Sept. 30, 1939	250.00
<i>President's Division</i>			
<i>Military Science</i>			
India Jo Lupton	Stenographer	Sept. 15, 1939	1,140.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Joan Brightman	Assistant to Registrar	Aug. 31, 1939	1,080.00
<i>Physical Plant Division</i>			
<i>Betterment of Buildings—Tinner's</i>			
Wade Wickerd	Tinner's Helper	July 31, 1939	1,200.00
<i>Light, Heat, and Power—Generation</i>			
Frank Asher	Fireman (Mr. Asher died August 14, 1939)	Aug. 31, 1939	1,740.00
William D. Moody	Ashwheeler	Aug. 31, 1939	1,844.00

<i>Janitor Service</i>			
Lawrence Barnett	Janitor	Sept. 10, 1939	1,380.00
Earl Bell	Window Washer	Aug. 31, 1939	1,380.00
<i>Residence Halls</i>			
<i>Neil Hall</i>			
Helen Eisele	Cook	June 30, 1939	720.00
Elizabeth Steele	Maid	Aug. 31, 1939	624.00
<i>Pomerene Refectory</i>			
Florence Neuman	Graduate Assistant	Sept. 30, 1939	450.00
*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Forrest A. Brown	Asst. Co. Agr. Agent, Tuscarawas County	Sept. 1, 1939		\$ 2,040.00
Jane Blosser	Home Dem. Agent, Summit County	Sept. 16, 1939		1,836.00
Conrad Link	Assistant in Flori- culture Extension	Oct. 1, 1939		720.00
Roger P. Humbert	Assistant in Agronomy Extension	Oct. 1, 1939		600.00
Earl Bell	Laborer	Sept. 1, 1939		1,380.00
<i>College of Agriculture</i>				
<i>Agricultural Engineering</i>				
(To be named later)	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>Agronomy</i>				
Russell W. McMillen	Research Assistant (half time)	Sept. 1, 1939 (12 months)		780.00
(Salary to be paid from the Ohio Hybrid Seed Corn Producers, Inc., Fund)				
<i>Animal Husbandry</i>				
((To be named later)	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>Botany</i>				
Clyde H. Jones	Instructor and Curator of Herbarium	Oct. 1, 1939	Au.Wi.Sp.	1,836.00
Frederick H. Norris	Assistant	Oct. 1, 1939	Au.Wi.Sp.	1,404.00
Charles E. Brian	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>Dairy Technology</i>				
Gardner C. McFarland	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>School of Home Economics</i>				
Mary E. Green	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,956.00
Priscilla H. Colville	Assistant	Oct. 1, 1939	Au.Wi.Sp.	900.00
Marian F. Lewis	Assistant (part time)	Oct. 1, 1939	Au.Wi.Sp.	600.00
<i>Horticulture and Forestry</i>				
Fred Petri	Foreman, Floral Greenhouses	Sept. 1, 1939 (12 months)		1,464.00 and house
Arthur P. Sidwell	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
James B. Shanks	Laborer	Sept. 1, 1939		1,080.00
<i>Rural Economics—F-9 Farm Marketing</i>				
Ralph L. Baker	Research Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
Homer F. Marsh	Graduate Assistant	Apr. 1, 1940	Sp.	150.00 period
Clyde W. Norman	Student Assistant	Oct. 1, 1939	Au.Wi.	800.00 period

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<i>Chemistry</i>			
Albert L. Henne	American Petroleum Institute Research Associate	Sept. 1, 1939 to Aug. 31, 1940	4,250.00 period
Cecil E. Boord	American Petroleum Institute Supervisor of Research Project	Sept. 1, 1939 to Aug. 31, 1940	1,800.00 period
(Above salaries to be paid from American Petroleum Institute Hydrocarbon Foundation Fund)			
*Richard P. Metcalf	Instructor * (Special Contract)	Oct. 1, 1939	Au.Wi.Sp. 2,000.00 period
Glenn H. Brown	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
Donald F. Swinehart	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
Sidney R. Steele	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
Noel F. Albertson	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
<i>English</i>			
Emerson C. Shuck	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
Genevieve Winans	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
<i>German</i>			
Elizabeth Sixt	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
Norman H. Binger	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
<i>Physics and Astronomy</i>			
James E. Sees	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Mary Genevieve Nunan	Stenographer	Sept. 1, 1939	1,260.00
<i>Business Organization</i>			
Francis Babione	Assistant	Oct. 1, 1939	Au.Wi.Sp. 900.00
Arthur F. Schalk, Jr.	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
F. Byers Miller	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
H. Webster Johnson	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp. 450.00
J. H. Danenhower	Graduate Assistant	Oct. 1, 1939	Au. 150.00 period
<i>Geography</i>			
Clarence Heskett	Assistant	Oct. 1, 1939	Au. 450.00 period
<i>College of Education</i>			
<i>Education</i>			
*Robina Kneebone	Instructor	Oct. 1, 1939	Au.Wi.Sp. 2,400.00 period
*Gladys Ridsen	Instructor * (Special Contracts)	Oct. 1, 1939	Au.Wi.Sp. 1,650.00 period
Glenn Drummond	Part time Instructor	Oct. 1, 1939	Au.Wi.Sp. 900.00
R. Lee Hornbake	Graduate Assistant	Oct. 1, 1939	Au.Wi. 300.00 period
<i>College of Law</i>			
Frank Murray	Acting Professor (Special Contract)	Oct. 1, 1939	Au.Wi.Sp. 5,000.00 period
<i>College of Medicine</i>			
<i>Anatomy</i>			
Clinton M. Osborn	Instructor	Oct. 1, 1939	Au.Wi.Sp. 2,148.00
<i>Physiological Chemistry</i>			
Clayton S. Smith	Supervisor of Project	Sept. 15, 1939 to June 15, 1940	450.00 period
(Salary to be paid from the Consolidated Royal Chemical Corporation Fund)			
<i>Physiology</i>			
Charles S. Vinson	Research Assistant	Sept. 1, 1939 (12 months)	1,200.00
Rowland F. Walther	Research Assistant	Sept. 1, 1939 (12 months)	1,200.00
(Above salaries to be paid from National Research Council Funds)			
Carl A. Randles	Research Assistant	Sept. 1, 1939 for 10 months	500.00 period

Starling-Loving Hospital

<i>Nursing Care</i>				<i>Code</i>	
Edna Mae Flesher	Nurses Aide	Aug. 15, 1939	(3&4)		504.00
Robert J. Kennedy	Orderly	Aug. 1, 1939 for 2 months	(3&4)		114.00 period
<i>Medical and Surgical Service</i>					
Richard Jones	Surgical Senior Intern	Aug. 15, 1939	(5)		100.00
<i>Operating Room and Anesthetics</i>					
Mae Ellen Weidner	Supervisor	Oct. 1, 1939	(5)		1,500.00
<i>Laboratories</i>					
Clara May Hickox	Assistant Medical Technologist	Aug. 16, 1939	(1&4)		900.00
<i>Dietary</i>					
Elizabeth Ballard	Pastry Cook	Aug. 1, 1939	(3&4)		744.00
Elizabeth Garner	Diet Kitchen Helper	Aug. 7, 1939	(3&4)		588.00
Alice Leona Miller	Waitress	Aug. 8 to Sept. 10, 1939	(3&4)		54.26 period
*Wilma Seward	Diet Kitchen Helper	July 28, 1939	(3&4)		49.00 month

* (Appointed for the absence of Opal Lee, on leave)

Starling-Loving Hospital—Rotary 7727

<i>Nursing Care</i>					
Leota Combs	General Duty Nurse	Sept. 1, 1939	(3&4)		900.00
Alma Arney	General Duty Nurse	Sept. 1, 1939	(3&4)		900.00
Mildred Conway	General Duty Nurse	Sept. 1, 1939	(3&4)		900.00
Mary Williams	General Duty Nurse	Sept. 1, 1939	(3&4)		900.00
<i>Graduate School</i>					
Kenneth M. Gaver	Research Fellow	July 1, 1939 (12 months)			1,200.00
	(Salary to be paid from the Keever Starch Company Fund)				
Thomas W. Green	Wm. S. Merrell Company Research Fellow	Oct. 1, 1939 for 18 months			1,125.00 period
Maynard S. Raasch	Wm. S. Merrell Company Research Fellow	Oct. 1, 1939 for 9 months			540.00 period
	(Above salaries to be paid from the Wm. S. Merrell Company Fund)				
Jo. M. Teague, Jr.	Edward Orton Jr. Ceramic Foundation Fellow	Oct. 1, 1939	Au. Wl. Sp.		750.00
	(Salary to be paid from the Edward Orton Junior Foundation Fund)				
Grant Crane	American Petroleum Institute Research Foundation Fellow	Oct. 1, 1939 to Aug. 31, 1940			660.00 period
Amos Turk	American Petroleum Institute Research Foundation Fellow	Oct. 1, 1939 to Aug. 31, 1940			660.00 period
John Mann Butler	American Petroleum Institute Research Foundation Fellow	Oct. 1, 1939 to Aug. 31, 1940			660.00 period
	(Above salaries to be paid from the American Petroleum Institute Hydrocarbon Foundation Fund)				
Robert T. Lagemann	Research Fellow	Oct. 1, 1939 for 9 months			562.50 period
	(Salary to be paid from American Zinc Sales Company Fund)				
C. C. Alexander	Research Fellow	Oct. 1, 1939 to May 31, 1940			480.00 period
Bruce D. Gleissner	Research Fellow	Oct. 1, 1939 to May 31, 1940			480.00 period
	(Above salaries to be paid from the Sherwin-Williams Company Fund)				
Joseph H. Chilcote	Research Fellow	Sept. 1 to Nov. 30, 1939			450.00 period
	(Salary to be paid from the Stark Brick Company Fund)				

President's Division

<i>Military Science</i>					
Dorothy O. Smith	Stenographer	Sept. 15, 1939			1,140.00
<i>Physical Education for Men</i>					
R. A. Vilbrandt	Assistant Towel Man	Oct. 1, 1939 for 9 months			675.00 period
	(Salary to be paid from Laboratory Supply Store Pro Rata Funds)				

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Administrative Division

Entrance Board

Patricia Ann Lynch	Clerk (part time)	Sept. 1, 1939 for 30 days	40.00 period
Marjorie McClure	Clerk (part time)	Sept. 1, 1939 for 30 days	40.00 period
Ruth Schwall	Clerk (part time)	Sept. 1, 1939 for 30 days	40.00 period
Patricia Taylor	Clerk (part time)	Sept. 1, 1939 for 30 days	40.00 period
Margaret Vilbrandt	Clerk (part time)	Sept. 1, 1939 for 30 days	40.00 period

Dean of Men's Office

Arlene Fouty	Stenographer	Sept. 5, 1939 (12 months)	960.00
(Salary to be paid from the Student Organization Auditing Fund)			
Richard Fuller	Dormitory Supervisor	Sept. 15, 1939 for 9 months	500.00 period

(Salary to be paid from the Men's Cooperative Dormitory Fund—Rotary 8214)

Physical Plant Division

Betterment of Buildings—Tinner's

Leo Norman Bevard	Tinner's Helper	Aug. 3, 1939	1,200.00
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Light, Heat, and Power—Generation

William D. Moody	Fireman	Sept. 1, 1939	1,620.00
Ralph R. Reese	Ashwheeler	Sept. 1, 1939	1,260.00

Janitor Service

Earl A. LaValley	Window Washer	Sept. 1, 1939	1,260.00
Philip Truax	Janitor	Oct. 1, 1939	1,200.00
Leonard DeLong	Janitor	Oct. 1, 1939	1,200.00

Dental Clinic (Rotary)

William Mellor	Intern	Oct. 1, 1939 for 9 months	675.00 period
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Laboratory Supply Store

Charles C. Richards	Laborer	Oct. 1, 1939	960.00
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University Health Service

Kathryn Wiedemer	Assistant Nurse	Oct. 1, 1939 for 9 months	900.00 period
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Residence Halls

Neil Hall

Jeanne Peyraud	Cook	Sept. 1, 1939	Code (1) 504.00
Faye Green	Maid	Sept. 1, 1939	(4) 624.00

* * * * *

Change in Title

That the following change in title be approved:

Name	Title—From	To	Effective
<i>Residence Halls</i>			
<i>Ozley Hall</i>			
Myrtle Campbell	Maid	Pastry Cook	July 1, 1939
* * * * *			

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Agriculture</i>				
<i>Administration—Rotary No. 7250</i>				
Helen Blair	Stenographer (part time)	July 1, 1939	\$ 510.00	\$ 684.00
<i>Botany</i>				
Ralph O. Freeland	Assistant Professor	Oct. 1, 1939	2,148.00	2,448.00

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<i>College of Dentistry</i>						
Herbert S. Shumway	Assistant Professor	Oct. 1, 1939	2,556.00 (part time)	3,564.00 (full time)		
<i>College of Engineering</i>						
<i>Chemical Engineering</i>						
Charles R. Owens	Instructor	Oct. 1, 1939	855.00 (part time)	1,428.00 (full time)		
<i>Administrative Division</i>						
<i>Hospital Stores</i>						
Richard M. McClarren	Pharmacist	Oct. 1, 1939	1,752.00	851.00 for 9 months		
<i>Physical Plant Division</i>						
<i>Janitor Service</i>						
Harry G. Reigel	Janitor	Sept. 1, 1939	720.00 (part time)	1,200.00 (full time)		
<i>Residence Halls</i>						
<i>Ozley Hall</i>						
Myrtle Campbell	Pastry Cook	July 1, 1939	540.00 (&3)	660.00 (&4)		
<i>Neil Hall</i>						
Ruth Stewart	Cook	Sept. 25, 1939	510.00 (half time)	720.00 (full time)		
*	*	*	*	*	*	*

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Arts and Sciences</i>			1939-1940
<i>English</i>			
Milton O. Percival	Professor	1st term Su. Au.Wi.Sp.	2nd term, Su. Au.Wi.Sp.
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
H. H. Maynard	Professor	Su. Wi.Sp.	Su.Au.Wi.
<i>College of Education</i>			
<i>Fine Arts</i>			
Frank J. Roos, Jr.	Associate Professor	Au.Wi.Sp.	1st term, Su. Wi.Sp.
<i>College of Engineering</i>			
<i>Industrial Engineering</i>			
O. D. Rickly	Assistant Professor	Au.Wi.Sp.	Su.Au.Wi.
Guy Cooper	Instructor	Su. Wi.Sp.	Au.Wi.Sp.
J. A. Foust	Instructor	Au.Wi.Sp.	Su.Au.Wi.
<i>College of Medicine</i>			
<i>Physiology</i>			
R. J. Seymour	Professor	1st term, Su. Au.Wi.Sp.	2nd term, Su. Au.Wi.Sp.
R. R. Durant	Assistant Professor	2nd term, Su. Au.Wi.Sp.	1st term, Su. Au.Wi.Sp.
<i>School of Nursing</i>			
H. Adella Wilson	Instructor in Nursing	12 months basis (To complete contract entered into on October 10, 1938)	Au.Wi.Sp.
*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized subject to the approval of the Director of Finance and that railroad fare and pullman be paid from funds as designated:

J. H. J. Upham, Dean of the College of Medicine, to attend the Hospital Conference which will be held in connection with

the meeting of the American College of Surgeons, in Philadelphia, Pennsylvania, October 16-20, 1939 (to be paid from Rotary 7727) ;

George W. Eckelberry, Director of the Summer Quarter, to attend the annual meeting of the Association of Deans and Directors of Summer Sessions in New York City, October 21 and 22, 1939 (to be paid from Interest on Endowment Fund).

That Professor Walter L. Dorn of the Department of History be appointed for service during the Summer Quarter of 1939; this is a fourth quarter of instruction with a vacation credit of \$1,532 to be accumulated.

That the salary of Robert Wade, Instructor in the College of Dentistry, be paid from Dental Clinic funds (Rotary No. 7160), effective October 1, 1939.

That the vacation credit of James A. Carrell, Assistant Professor in the Department of Speech, accumulated in the Summer Quarter of 1939 amounting to \$904, be adjusted on the two-thirds cash basis (\$602.66) in accordance with the rule, payments to be made during the months of October, November, and December, 1939.

That the following leaves of absence, without salary, be granted:

Jacob B. Taylor, Professor in the Department of Accounting, for the Autumn Quarter 1939;

Kenneth Dameron, Associate Professor in the Department of Business Organization, for the Autumn Quarter 1939, to continue a research project for the American Association of Advertising Agencies in New York City;

Webster McBryde, Instructor in the Department of Geography, for the Autumn Quarter 1939, in order to complete his graduate work at the University of California;

Dorothy Hayes, Sales Clerk, University Bookstore, for an indefinite period (not to exceed one year) on account of illness;

Robert H. Reaser, Orderly, Starling-Loving Hospital, for the months of August and September, 1939;

Lawrence Alexander, Dishwasher, Starling-Loving Hospital, for four weeks, effective August 17, 1939; this suspension is for disciplinary purposes;

Edna Alexander, Diet Kitchen Helper, Starling-Loving Hospital, for four weeks, effective August 12, 1939; this suspension is for disciplinary purposes.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$1,000 through Professor C. C. Stillman of the School of Social Administration for the establishment of a scholarship, to be known as the M. R. Bissell, Jr. Scholarship in Social administration;

\$1,000 through Professor C.C. Stillman of the School of Social Administration for the establishment of a scholarship for the year 1939-1940, to be known as the "Mrs. Charles B. Manning Scholarship in Social Administration," with the understanding that preference is to be given to a qualified student from New Hampshire;

\$1,200 from the Keever Starch Company, Columbus, Ohio,

for a fellowship in Agricultural Chemistry for general research work (through the Development Fund);

\$200 from the Board of National Missions of the Presbyterian Church of the U.S.A. for two scholarships which have been awarded to Abner Locklear and Lucille Oxendine for the year 1939-1940;

\$200 from the Town and Country Garden Club of Cleveland, Ohio, for a scholarship which has been awarded to William Haberecht for the year 1939-1940;

\$100 from Professor C. C. Stillman of the School of Social Administration for the continuation of the C. C. Stillman Scholarship for the year 1939-1940.

That the proposal of the Ohio Hybrid Seed Corn Producers, Inc., to establish a fellowship (\$1,460) in the Department of Agronomy for the year 1939-1940, to be known as the Ohio Hybrid Seed Corn Producers' Graduate Fellowship, be accepted and the appreciation of the Board of Trustees be appropriately expressed.

That the agreement between Sears, Roebuck and Company and the College of Agriculture, Ohio State University, for the establishment of agricultural scholarships for Ohio Farm Boys enrolled in the regular four-year course in Agriculture, be continued for the year 1939-1940.

That the research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following projects be reported to the Board of Trustees for information and record:

The William S. Merrell Company, Cincinnati, Ohio—Investigation of the Resolution of Asymmetric Amines (to be known as the William S. Merrell Company Fellowship in Chemistry);

The William S. Merrell Company, Cincinnati, Ohio—Investigation of Germicides (to be known as the William S. Merrell Company Fellowship in Bacteriology);

Dr. Alfred Weed and Associates, New York City—Investigation of Insecticidal Value of Certain Liquid Household Insecticides (to be known as the Dr. Alfred Weed and Associates Fellowship);

Consolidated Royal Chemical Corporation, Chicago, Illinois—Investigation of the Effect of Applying Lead Acetate on the Skin (to be known as the Consolidated Royal Chemical Corporation Fellowship, Foundation No. 46);

The Atlas Powder Company, Wilmington, Delaware—Investigation of the Isolation of Chemical Individuals from Atlas Commercial Sorbitol Syrup, sometimes referred to by the trade-name of "Sorban" (to be known as the Atlas Powder Company Fellowship).

That the contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following project, be reported to the Board of Trustees for information and record:

The Stark Brick Company, Canton, Ohio—Investigation of Glazed Brick (to be known as the Stark Brick Company Fellowship; Foundation No. 17-D, E.E.S. Project K-38).

That a non-returnable deposit of \$1 per quarter per student enrolled in the Adult Evening School be authorized, effective with the Autumn Quarter 1939. The proceeds of this deposit are to be set up in the accounts of the Laboratory Supply Store, to be used for the purchase of supplies and the employment of help in connection with the School.

That the action of the President for and in behalf of the Board of Trustees in making application to the Civil Aeronautics Authority, Washington, D. C., for designation of The Ohio State University as a participant in Government Civilian Pilot Training program be approved; that the appointment of J. L. Morrill, Vice President, as "Director of Civilian Pilot Training" for the program be also approved; and that the President and/or the Vice President and Secretary of the Board of Trustees be authorized and directed to execute any necessary contracts and arrangements with the Civil Aeronautics Authority for the inauguration and conduct of said Civilian Pilot Training program.

Upon motion of Dr. Russell, seconded by Mr. Dargusch, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

The Vice President now presented the following report summarizing a report submitted to the President by a special University In-Service Training Committee:

The Governor of the state of Ohio has recently requested that the University assist him and his cabinet in devising and carrying out a plan for the in-service training of state employees. Committees representing the State Administration and the University have held several meetings and have prepared a plan for such training for the school year 1939-1940. Members of the committees follow: The Governor's Committee is composed of Harry M. Miller, Executive Secretary to the Governor, Chairman; Herbert Mooney, Assistant Director of Public Welfare; Jacob B. Taylor, Director of Liquor Control; Herschel C. Atkinson, Administrator of the Bureau of Unemployment Compensation; and Frank Forsythe, Secretary to the Civil Service Commission. The University Committee appointed by the President is composed of Professor Francis R. Aumann, Department of Political Science, Chairman; Professor Harvey Walker, Department of Political Science; Mr. J. L. Morrill, Vice President of the University; Dean Charles MacQuigg, College of Engineering; Dean Walter C. Weidler, College of Commerce; Dean John F. Cunningham, College of Agriculture; Professor H. W. Nisonger, Bureau of Special and Adult Education; and Mr. Howard Hamilton, Secretary of the College of Arts and Sciences, Secretary.

It is proposed that the program of In-Service Training for self-improvement of state employees, including what might be described as "career men" in the Civil Service, can be started in October continuing for a period of ten weeks. For this beginning period it is the thought of the University Committee that four courses of instruction for specialized groups of state employees might be undertaken. These courses would be conducted on Tuesday and Thursday nights in the State Office

Building and in the Ohio Unemployment Compensation Building on Cleveland Avenue together with one course for a selected group of Penitentiary Guards to be given at the Penitentiary.

The four courses projected are:

1. "Some Specific Problems of Ohio Tax Administration" to be offered by Mr. Carlton S. Dargusch of the Board of Trustees.
2. "Some Specific Problems in the Administration of the Ohio Unemployment Compensation Law" with Professor Edison L. Bowers of the Department of Economics as the instructor;
3. "State Accounting Procedures" with Professor Daniel Shonting of the Department of Accounting as the instructor; and
4. Public Administration with Professor Harvey Walker of the Department of Political Science as the instructor.

A budget has been prepared and submitted to the President's Office and the Governor's Office. Application has been made to the State Department of Education for the allocation of money from the George-Deen federal funds for financial assistance in conducting the program; and it is proposed also to request an appropriation from the State Emergency Board for "matching funds" from the State.

If and when such funds are made available, it is presumed that they will be allocated to the University. The committees which have been working on the plan so far feel that there should be a more permanent and definitely organized administrative agency than themselves, to receive and expend these funds. There is therefore recommended the establishment of an Institute of State and Local Government at The Ohio State University to act in this capacity.

Such an institute could be made responsible not only for the in-service training program for state employees, but also for various research activities in the field of state and local government and for such existing activities as the short courses in fire and police administration, and the coordination of placement opportunities in the public service. No additional expenditure from the University budget will be required at this time.

Thereupon the Vice President recommended the adoption of the following resolution:

RESOLVED that there be and is hereby established at the Ohio State University an Institute of State and Local Government which for purposes of administration shall be assigned to the College of Arts and Sciences. Such Institute shall be conducted by a Director appointed by the Board of Trustees upon recommendation of the President who shall request nominations for this office from the Dean of the College of Arts and Sciences and the advisory committee hitherto appointed by the President.

RESOLVED FURTHER that the Business Manager be authorized and directed to establish a rotary fund for the receipt and expenditure of all funds provided for said Institute.

RESOLVED FURTHER that the Institute be authorized to present certificates of attendance bearing the University seal to those who have successfully completed each program, similar to those given in the past by the Police School, the Fire School, etc.

RESOLVED FURTHER that the Institute shall be authorized to charge a fee of \$2 per course, if found desirable for purposes of registration, certification, or other expenses authorized by the advisory committee.

RESOLVED FURTHER that the Vice President and the Business Manager of the University be authorized to request from the State Emergency Board an appropriation of \$1,500 to be allocated to the Institute for certain supplies and equipment, stationery and printing, and incidental administrative costs.

Upon motion of Dr. Russell, seconded by Mr. Dargusch, the above resolution was upon roll call unanimously adopted.

* * * * *

Upon motion of Mr. Thompson, seconded by Dr. Russell, Mr. Herbert S. Atkinson and Mr. Carlton S. Dargusch were by unanimous vote selected as representatives of the Board of Trustees to attend the annual meeting of the Association of Governing Boards of State Universities and Allied Institutions which will be held at the University of Texas, Austin, Texas, from October 25 to 28, 1939; the necessary expenses for this trip will be paid from the Interest on Endowment Fund.

* * * * *

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the action of the Board taken on August 16th increasing the salaries of those persons on the University staff eligible for Collective and Group Life Insurance \$1 per month, effective January 1, 1940, was amended by unanimous vote to read "effective as of December 1, 1939."

* * * * *

The Secretary reported that as a part of the Muellhaupt Estate, the University has title to 160 acres of timber grazing land in Grant County, Oregon. This land has been under lease to Orin L. Patterson and Son for a term of three years at 10 cents per acre. The net return on the lease therefore has been \$16 per year, and the taxes on said property are \$16 per year.

Under date of August 11, 1939, Orin L. Patterson and Son offered to dispose of this land at a price of \$1,200 net to the University.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote directed the Secretary to contact Mr. Andrew Koerner, of Portland, Oregon, and secure his advice on the price. If Mr. Koerner should recommend the sale of this property at such price, the Board further directed the Secretary to proceed therewith.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its May 8, 1939 meeting, the Cabinet has authorized the following change orders on the Addition to Journalism Building (PWA Docket No. Ohio 1986-F):

R. H. Evans and Company	
Complete painting of cement base.....	\$204.00
Complete stippled finish of wall painting....	97.00
	<u>\$301.00</u>

* * * * *

The Secretary reported to the Board that bids covering the De-aerating Heater for Domestic Hot Water, and the Super Heater for No. 3 Boiler, Power Plant, will be received on September 29, 1939, at 2 o'clock.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the Maintenance Engineer's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on July 24, 1939, for Miscellaneous Construction, Finish, Furnishings, and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and contracts awarded thereon:

CABINET MINUTES

July 24, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. McCracken, Elleman, Smith, and Steeb. Mr. R. E. Kinnear, Chief Resident Engineer Inspector, Mr. Clark Allen and Mr. M. C. Chamberlain, Assistant Resident Engineer Inspectors of the Federal Administration of Public Works, and Mr. W. E. Linch of the State Architect's Office, were also present.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on July 10, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for Miscellaneous Construction, Finish, Furnishings, and Equipment for the Men's Dormitory (PWA Docket No. 1990-F), as per advertisement. The following bids were received, read, and tabulated:

(Tabulation sheets filed with official papers of this Board meeting).

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

August 31, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.
Present: Messrs. McCracken, Smith, Elleman, and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received July 24, 1939, for the Miscellaneous Construction, Finish, Furnishings, and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F).

August 31, 1939.

University Cabinet Administration Building
Gentlemen: Re: Men's Dormitory
PWA Docket No. Ohio 1990-F
Miscellaneous Construction
and Equipment

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet on July 24, 1939, pursuant to advertisement for Miscellaneous Construction, Finish, Furnishings, and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F) and submit herewith a separate report upon each of the forty-six groups of items.

Based upon those reports I recommend, under authority granted by the Board of Trustees of the Ohio State University at its meeting held July 10, 1939, that the University Cabinet recommend to the State Director of Public Works the award of contracts and orders as follows:

- (1) To W. S. Carlisle and Sons Company of Columbus (by contract)
- | | |
|---|--------------------|
| Group 1—Beds, mattresses (revised quantities)..... | \$ 9,330.75 |
| Group 18—Furniture, Staff Apartment Dining Rooms..... | 222.80 |
| Group 19—Furniture, Staff Apartment Bed Rooms..... | 279.90 |
| Group 25—Cabinet Radios | 285.00 |
| Group 35—Furniture, Main Dining Rooms..... | 6,396.70 |
| | <u>\$16,514.65</u> |
- (Aggregate estimate of cost for these groups is \$19,622.00)
- (2) To R. I. Blausler of West Jefferson, Ohio (by contract)
- | | |
|---|--------------------|
| Group 2—Furniture, Dormitory Bed Rooms (revised quantities) | \$17,249.47 |
| Group 5—Furniture, 7 Common Rooms B..... | 683.62 |
| Group 6—Furniture, 6 Common Rooms C..... | 1,091.60 |
| Group 21—Desk Lamps | 780.00 |
| Group 36—Furniture, Help's Dining Room..... | 80.80 |
| | <u>\$19,885.49</u> |
- (Aggregate estimate of cost is \$26,459.25)
- (3) To John F. Rees Company of Columbus (by contract)
- | | |
|---|--------------------|
| Group 7—Furniture, Lounges | \$ 1,123.82 |
| Group 8—Furniture, Foyers | 140.20 |
| Group 9—Furniture, Lobbies | 190.60 |
| Group 10—Furniture, Offices | 208.50 |
| Group 14—Furniture, Dietitian's Office..... | 119.45 |
| Group 15—Furniture, Help's Rest Room | 72.15 |
| Group 16—Furniture, Help's Locker Room..... | 511.60 |
| Group 17—Furniture, Staff Apartment Living Rooms..... | 417.70 |
| Group 22—Shower Curtains | 189.75 |
| Group 24—Sand Jars | 93.36 |
| | <u>\$ 3,061.68</u> |
- (Aggregate estimate of cost is \$3,418.04)

(4) To The F & R Lazarus and Company of Columbus (by contract)	
Group 20—Hardware and Curtains.....	\$ 2,144.66
(Estimate of cost is \$2,418.50)	
(5) To Southern Equipment Co., St. Louis, Missouri (by contract)	
Group 28—Kitchen Equipment	\$19,194.95
(Estimate of cost is \$22,800.00)	
(6) To H. W. Peters Company of Columbus (by contract)	
Group 32—Janitor's Equipment	\$ 2,153.45
(Estimate of cost is \$2,198.50)	
(7) To The C. Schmidt Company of Columbus (by contract)	
Group 38—Refrigerators	\$ 4,163.00
(Estimate of cost is \$5,035.00)	
(8) To the L. R. Krumm Company of Columbus (by contract)	
Group 39—Refrigerator System and Cabinets.....	\$ 3,888.20
(Estimate of cost is \$4,965.00)	
(9) To E. Elford and Son (by change order on Contract No. 3)	
Group 27—Radiator Seats	\$ 975.00
Group 37—Construction (Public Rooms Finish).....	4,100.00
(Aggregate estimate of cost is \$5,600.00)	\$ 5,075.00
(10) To The Electric Power Equipment Company (by change order of Contract No. 6)	
Group 34—Electric Service Lines (Item 373).....	\$ 572.06
Group 45—Clock System (Item 618).....	532.00
(Aggregate estimate of cost is \$1,350.00)	\$ 1,104.06
(11) To Austin Shannon, Inc. of Columbus (by purchase order)	
Group 3—Furniture, Game Rooms.....	\$ 374.80
Group 12—Furniture, Coat Rooms	97.08
(Aggregate estimate of cost is \$577.20)	\$ 471.88
(12) To The Diehl Office Equipment Company of Columbus (by purchase order)	
Item 11—Furniture, Post Offices.....	\$ 145.00
Item 13—Furniture, Reception Offices.....	74.50
(Aggregate estimate of cost is \$233.55)	\$ 219.50
(13) To The Toledo Parlor Furniture Company, Toledo, Ohio (by purchase order)	
Group 23—Venetian Blinds	\$ 667.75
(Estimate of cost is \$960.75)	

I recommend that all bids on Groups 40-44 (Items 601-617 inclusive), lighting fixtures, and on Group 46 (Item 619), paging system, be rejected and that new proposals be invited by readvertisement on revised estimates of cost, combining Groups 40-44 into a single group.

I recommend that all bids on Group 4 (Items 14-19), reed furniture for 7 Common Rooms "A", be rejected and that wood or metal furniture for these rooms be obtained by purchase orders on revised specification.

I recommend that the following groups upon which no bids were received be obtained by purchase order:

<i>Group and Items</i>	<i>Estimated Cost</i>
26 (Item 122) Fire Extinguishers.....	\$175.00
29 (Items 355-63) Miscellaneous Kitchen Equipment..	419.65
30 (Items 364-65) Business Machines.....	476.00
31 (Item 366) Time Recorder.....	112.00
33 (Item 372) Staff Apartments Kitchen Units.....	700.00

Respectfully submitted,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of the following actions of the Cabinet:

- (1) Approval of award of contracts as listed in the Architect's report of August 31, 1939;
- (2) Rejection of bids received on Group 4 (Items 14-19), reed furniture for 7 Common Rooms "A";
- (3) Rejection of bids received on Groups 40-44 (Items 601-617 inclusive), lighting fixtures, and on Group 46 (Item 619), paging system.

The Cabinet further instructed the Secretary to request the Board of Trustees for authority to readvertise Groups 40-44 (Items 601-617 inclusive), lighting fixtures, combined into a single group, and Group 46 (Item 619) paging system, with revised estimates of cost, and to request from the Director of Public Works permission for a 10-day advertisement of these groups.

Upon motion of Dr. Russell, seconded by Mr. Thompson, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary presented the following report of the University Architect and actions of the Cabinet relating to bids received on July 24, 1939, for Miscellaneous Construction, Finish, Furnishings, and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), and contracts awarded thereon:

CABINET MINUTES

July 24, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. McCracken, Elleman, Smith, and Steeb. Mr. R. E. Kinnear, Chief Resident Engineer Inspector, Mr. Clark Allen and Mr. M. C. Chamberlain, Assistant Resident Engineer Inspectors of the Federal Administration of Public Works, and Mr. W. E. Linch of the State Architect's Office were also present.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on July 10, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for Miscellaneous Construction, Finish, Furnishings, and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), as per advertisement. The following bids were received, read, and tabulated:

(Tabulation sheets are filed with the official papers of this Board meeting).

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

August 31, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.
Present: Messrs. McCracken, Smith, Elleman, and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received July 24, 1939, for the Miscellaneous Construction, Finish, Furnishings, and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F).

August 30, 1939.

University Cabinet Re: Women's Dormitories
Administration Building PWA Docket No. Ohio 2095-F
Gentlemen: Miscellaneous Construction
 and Equipment

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet on July 24, 1939, pursuant to advertisement for Miscellaneous Construction, Finish, Furnishings, and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), and submit herewith a separate report upon each of the thirty-two groups of items.

Based upon these reports I recommend, under authority granted by the Board of Trustees of the Ohio State University at its meeting held July 10, 1939, that the University Cabinet recommend to the State Director of Public Works, the award of contracts and orders as follows:

- | | |
|--|--------------------|
| (1) To W. S. Carlisle and Sons Company of Columbus (by contract) | |
| Group 1—Furniture, Bed Rooms (revised quantities)..... | \$14,543.52 |
| Group 3—Furniture, Office | 96.65 |
| Group 4—Furniture, Reception Rooms..... | 1,088.05 |
| Group 5—Furniture, Sitting Rooms..... | 345.00 |
| Group 12—Mattresses (revised quantities)..... | 1,200.90 |
| (Aggregate estimate of cost is \$31,952.00) | <u>\$17,274.12</u> |
| (2) To John F. Rees Company of Columbus (by contract) | |
| Group 2—Furniture, study and sitting rooms..... | \$ 1,594.10 |
| Group 8—Rugs | 1,334.89 |
| Group 15—Furniture, porch | 153.63 |
| Group 18—Standard light fixtures..... | 510.60 |
| Group 13—Curtain fixtures | 406.50 |
| Group 17—Curtains | 1,111.04 |
| (Aggregate estimate of cost is \$8,726.87) | <u>\$ 5,160.76</u> |
| (3) To The W. C. Moore Company of Columbus (by contract) | |
| Group 7—Bedding | \$ 1,834.20 |
| Group 9—Furniture, Dining Room..... | 3,644.32 |
| Group 11—Mirrors | 733.25 |
| Group 14—Furniture, Lobby | 261.95 |
| (Aggregate estimate of cost is \$9,136.00) | <u>\$ 6,523.72</u> |
| (4) To the Southern Equipment Co., St. Louis, Missouri (by contract) | |
| Group 10—Kitchen Equipment | \$ 1,152.22 |
| Group 22—Built-in Cooking Equipment..... | 2,179.45 |
| Group 24—Miscellaneous Built-in Service..... | 2,721.00 |
| Group 29—Built-in Kitchen Preparation..... | 1,282.65 |
| (Aggregate estimate of cost is \$9,735.00) | <u>\$ 7,335.32</u> |

- (5) To The John Van Range Company of Cincinnati, Ohio (by contract)
 Group 20—Miscellaneous Kitchen Equipment..... \$ 3,423.56
 (Aggregate estimate of cost is \$3,600.00)
- (6) To York Ice Machinery Corporation (by contract)
 Group 25—Refrigeration \$ 5,521.00
 (Estimate of cost is \$6,940.00)
- (7) To The Electric Power Equipment Company of Columbus
 (by contract)
 Group 30—Special Light Fixtures..... \$ 1,259.80
 Group 32—Telephones 2,723.00
 (Aggregate estimate of cost is \$4,666.00) \$3,982.80
- (8) To E. Elford and Son of Columbus (by change order on
 Contract No. 3)
 Group 21 (Item 4017)—Lobby Finish \$ 5,365.00
 Group 26—Shelving and Cupboards..... 426.00
 (Aggregate estimate of cost is \$7,475.00) \$ 5,791.00
- (9) To The Colson Corporation of Columbus (by purchase order)
 Group 16—Miscellaneous Large Equipment . . . \$ 631.48
 (Estimate of cost is \$751.00)

I recommend that the bids received on Group 23 (Items 508-15 inclusive), Built-in Tables and Sinks be rejected, as being above the Architect's estimate, and that this group be readvertised on the same specification, with a revised estimate of cost of \$3,900 instead of \$3,210.

I recommend that the bid received on Group 19 (Items 363-364), Sweepers, be rejected and that these items be obtained by purchase order. The estimate of cost is \$735.

I recommend that the following groups on which no bids were received be obtained by purchase order:

<i>Group and Item</i>	<i>Estimated Cost</i>
6 Miscellaneous Service Equipment.....	\$526.30
27 (Item 529) Steam Condensate Tank.....	110.00
31 (Item 616) Electric Clocks.....	150.00

No bid was received on Group 28 (Item 530) Electric Oven line, but since it is already included in Group 20 (Item 372), no further consideration need be given to this item.

Respectfully submitted,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of the following actions of the Cabinet:

- (1) Approval of award of contracts as listed in the Architect's report of August 30, 1939;
- (2) Rejection of bids received on Group 19 (Items 363-364), Sweepers;
- (3) Rejection of bids received on Group 23 (Items 508-15 inclusive) Built-in Tables and Sinks.

The Cabinet further instructed the Secretary to request the Board of Trustees for authority to readvertise, on the same specification, Group 23 (Items 508-15 inclusive), Built-

in Tables and Sinks, with a revised estimate of cost of \$3,900 instead of \$3,210 and to request from the Director of Public Works permission for a 10-day advertisement of these items.

Upon motion of Dr. Russell, seconded by Mr. Thompson the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary now presented the specifications, revised estimate of cost, bill of materials, and form of proposal for Items 601-617, inclusive, lighting fixtures, and for Item 619, paging system, in connection with the Miscellaneous Construction, Finish, Furnishings, and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), as prepared by the University Architect.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote approved the above specifications, revised estimate of cost, bill of materials, and form of proposal, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for approval, and if approved by them, to advertise for bids over a 10-day period in order to avoid further delay.

It was further ordered that the Cabinet be authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's revised estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented the specifications, revised estimate of cost, bill of materials, and form of proposal for Items 508-515, inclusive, Built-in Tables and Sinks, in connection with the Miscellaneous Construction, Finish, Furnishings, and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), as prepared by the University Architect.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote approved the above specifications, revised estimate of cost, bill of materials, and form of proposal, and directed the Secretary to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for approval, and if approved by them, to advertise for bids over a 10-day period in order to avoid further delay.

It was further ordered that the Cabinet be authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's revised estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary presented the drawings, specifications, estimate of cost, bill of materials, and form of proposal as prepared by the University Architect covering the proposed Addition to Physical Education Building which is to be used temporarily for the storage of library books; the Board of Trustees at its August 15th meeting appropriated \$50,000 from the Interest on Endowment Fund to cover the cost of construction and equipment of this addition.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous vote approved the above drawings, specifications, estimate of cost, bill of materials, and form of proposal, and directed the Secretary to present same to the State Director of Public Works for approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

The drawings, specifications, bill of materials, estimate of cost, and form of proposal for "B" Addition to Journalism Building (PWA Docket No. Ohio 1986-F), as prepared by the University Architect, were now presented to the Board.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the drawings, specifications, bill of materials, estimate of cost, and form of proposal for the above project were upon roll call unanimously approved, and the Secretary was directed to present same to the proper officials of the Federal Emergency Administration of Public Works and to the State Director of Public Works for approval, and if approved by them, to advertise for bids in accordance with law.

* * * * *

The Secretary presented the following formal requests for new diplomas, due to change in name:

B.A.—June 8, 1931—Theodore Golden (name changed from Isadore Goldberg, and later degree (M.D.) issued to him in 1935 in the name of Golden);

D.V.M.—June 15, 1936—John William Ross (name changed from John William Roscosky).

Action on these requests was deferred pending the report of the special committee appointed at the July 10th meeting of the Board to determine a policy regarding the issuing of new diplomas because of change in name.

* * * * *

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous action requested a special committee consisting of Mr. Atkinson, Chairman, Mr. Rummell, and Mr. Dargusch, together with the Acting President, to investigate the circumstances relating to the termination of the services of Mr. Thomas D. Phillips as Assistant Professor and Superintendent of the University Farm, effective September 30, 1939.

* * * * *

Thereupon the Board adjourned to meet on Monday, October 9, 1939, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) H. S. ATKINSON,
Vice-Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND EIGHTEENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, October 9, 1939.

The Board of Trustees met in Columbus, Ohio, at 10:00 A. M.

Present: Herbert S. Atkinson, Vice-Chairman, Dr. C. J. Altmaier, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

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Acting President McPherson presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Clara Sesler	Stenographer	Sept. 30, 1939	\$ 960.00
<i>College of Agriculture</i>			
<i>School of Home Economics</i>			
Emily King	Instructor	Sept. 30, 1939	2,184.00
Emily M. Johnstone	Assistant (part time)	Sept. 30, 1939	400.00
<i>College of Arts and Sciences</i>			
<i>Administration</i>			
M. Elizabeth Whitney	Stenographer	Sept. 30, 1939	1,080.00
<i>Chemistry</i>			
Maynard S. Raasch	Assistant	Sept. 30, 1939	750.00
<i>English</i>			
William Sutton	Assistant	Sept. 30, 1939	954.00
Robert Ross	Graduate Assistant	Sept. 30, 1939	450.00
<i>History</i>			
Leona Nerhood	Library Assistant	Sept. 30, 1939	600.00
Desmond Auxier	Library Assistant	Sept. 30, 1939	600.00
<i>Romance Languages</i>			
Charles E. Carlut	Assistant	Sept. 30, 1939	954.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
John F. Mee	Director of Student Placement (part time)	Sept. 30, 1939	1,886.00
<i>Business Organization</i>			
John F. Mee	Instructor	Sept. 30, 1939	612.00

*College of Education**Bureau of Educational Research*

Cuthbert Daniel	Assistant Professor and Research Associate	Sept. 30, 1939	4,200.00
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Education

Donald Faulkner	Graduate Assistant	Sept. 30, 1939	450.00
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Fine Arts

Philip B. Blakesly	Assistant	Sept. 30, 1939	900.00
Dorothy Relyea	Assistant	Sept. 30, 1939	702.00

Music

Jean R. Clymer	Graduate Assistant	Sept. 30, 1939	450.00
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Psychology

Delos D. Wickens	Instructor	Sept. 30, 1939	2,052.00
Lawrence O'Kelly	Part time Instructor	Sept. 30, 1939	1,536.00
Richard Leukart	Assistant	Sept. 30, 1939	954.00
Ellwood W. Senderling	Assistant	Sept. 30, 1939	954.00
John Rapparlie	Assistant	Sept. 30, 1939	636.00
George W. Knox	Graduate Assistant	Sept. 30, 1939	450.00
Stanley Wimberly	Graduate Assistant	Sept. 30, 1939	450.00
George G. Lane	Graduate Assistant	Sept. 30, 1939	450.00
Frances Johnson	Graduate Assistant	Sept. 30, 1939	450.00

University School

Virginia H. Blunt	Assistant Professor	Sept. 30, 1939	2,760.00
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*College of Engineering**Chemical Engineering*

Elden D. Haller	Assistant	Sept. 30, 1939	1,300.00
Richard A. Clark	Graduate Assistant	Sept. 30, 1939	450.00
Fred E. Levy	Graduate Assistant	Sept. 30, 1939	300.00
Edward J. Haven	Graduate Assistant	Sept. 30, 1939	450.00

Engineering Experiment Station

W. H. Earhart	Research Fellow	Oct. 15, 1939	1,500.00
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*College of Medicine**Anatomy*

D. A. Urban	Assistant (part time)	Sept. 30, 1939	450.00
J. M. Hedges	Assistant (part time)	Sept. 30, 1939	450.00
H. K. Trece	Assistant (part time)	Sept. 30, 1939	450.00

Pathology

F. C. Andrus	Instructor	Sept. 30, 1939	No salary
Catherine Brennan	Research Assistant	Sept. 30, 1939	1,100.00

Physiology

Jonathan Thatcher	Research Assistant	Sept. 30, 1939	1,500.00
Charles S. Vinson	Research Assistant	Sept. 30, 1939	1,200.00

*Starling-Loving Hospital**Nursing Care*

Mary H. Roberts	General Duty Nurse	Sept. 30, 1939	900.00
Kathryn Wiedemer	General Duty Nurse	Sept. 30, 1939	900.00
Woodrow Jobe	Orderly	Sept. 8, 1939	684.00
Robert H. Reaser	Orderly	Sept. 30, 1939	684.00
Helen Theresa Bower	Nurses Aide	Sept. 30, 1939	504.00

Operating Room and Anesthetics

Louise R. Kunkle	Instructor in Operating Room Technique	Sept. 30, 1939	1,452.00
Eloise D. Hoberty	Assistant Head Nurse	Sept. 30, 1939	1,254.00

*College of Veterinary Medicine**Veterinary Parasitology*

C. A. Woodhouse	Instructor	Sept. 30, 1939	2,304.00
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Graduate School

Joseph W. Friedlander	Fellow	Sept. 30, 1939	400.00
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*President's Division**Library*

Claude Hayes	Library Assistant	Sept. 30, 1939	900.00
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Physical Education for Women

Margaret E. Gettinger	Assistant	Sept. 30, 1939	996.00
Roberta Westhafer	Graduate Assistant	Sept. 30, 1939	450.00

*Physical Plant Division**Light, Heat, and Power—Machinists*

Bacile G. DeWitt	Machinist's Helper	Sept. 20, 1939	1,296.00
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Roads and Grounds

Charles Bell	Laborer	Sept. 30, 1939	680.00
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Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>College of Agriculture</i>				
<i>Agricultural Engineering</i>				
Robert J. McCall	Assistant	Oct. 1, 1939	Au.Wi.Sp.	\$ 750.00
Milan E. Watson	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>School of Home Economics</i>				
Charlotte Biester	Instructor	Oct. 1, 1939	Au.Wi.Sp.	2,184.00
*Violet J. Martin	Part-time Assistant	Oct. 1, 1939 for 8 months		400.00 period
* (Salary to be paid from Home Economics Nursery School Rotary Fund No. 7310)				
<i>Rural Economics—Farm Marketing F-9</i>				
Robert C. Headington	Research Assistant	Oct. 1, 1939	Au.Wi.Sp.	135.00 period
<i>Zoology and Entomology</i>				
T. H. Cheng	Research Assistant	Oct. 1 to Dec. 31, 1939		225.00 period
(Salary to be paid from the Dr. Alfred Weed and Associates Fund)				
Hubert Bezdek	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Alfred G. Runner	Graduate Assistant	Oct. 1, 1939	Au.	150.00 period
Richard W. Hutton	Graduate Assistant	Oct. 1, 1939	Au.	150.00 period
<i>College of Arts and Sciences</i>				
<i>Administration</i>				
Margaret N. Swick	Stenographer (part time)	Oct. 1, 1939 for 9 months		540.00 period
<i>Chemistry</i>				
John M. Mead	Assistant	Oct. 1, 1939	Au.Wi.Sp.	750.00
<i>English</i>				
Geneva Stephenson	Assistant	Oct. 1, 1939	Au.Wi.Sp.	954.00
Margaret Foster	Assistant	Oct. 1, 1939	Au.Wi.Sp.	504.00
Benton Jones	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
*Marie Newdick	Assistant Departmental Librarian (part time)	Oct. 1, 1939 for 9 months		504.00 period
* (Salary to be paid from Laboratory Supply Store Pro Rata Funds)				
<i>History</i>				
Dorothy Rice	Departmental Library Assistant	Oct. 1, 1939	(12 months)	600.00
Ruth Daugherty	Departmental Library Assistant	Oct. 1, 1939	(12 months)	600.00
(Above salaries to be paid from Laboratory Supply Store Pro Rata Funds)				
Ralph B. Klein	Reader	Oct. 1, 1939	Au.Wi.Sp.	200.00

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<i>Physics and Astronomy</i>				
Jeraldine W. Charles	Typist (part time)	Oct. 1, 1939 for 8 months		340.00
(Salary to be paid from Laboratory Supply Store Pro Rata Funds)				period
<i>Romance Languages</i>				
James E. Witherell	Assistant	Oct. 1, 1939	Au.Wi.Sp.	900.00
Charles E. Carlut	Assistant	Oct. 1, 1939	Au.	300.00
				period
<i>Speech</i>				
Jack Matthews	Assistant	Oct. 1, 1939	Au.Wi.Sp.	900.00
<i>College of Commerce and Administration</i>				
<i>Administration</i>				
Allen Meyer	Acting Director of Student Placement	Oct. 1, 1939	Au.	300.00
				period
<i>Accounting</i>				
Rufus C. Cox	Assistant	Oct. 1, 1939	Au.Wi.Sp.	900.00
<i>Business Organization</i>				
J. Reid Roller	Graduate Assistant	Oct. 1, 1939	Au.	150.00
				period
A. B. Fisher, Jr.	Graduate Assistant	Oct. 1, 1939	Au.	150.00
				period
<i>Sociology</i>				
Morgan L. Williams	Graduate Assistant	Oct. 1, 1939	Au.	150.00
				period
<i>College of Education</i>				
<i>Bureau of Educational Research</i>				
Ronald R. Lowdermilk	Assistant Professor and Research Associate	Oct. 1, 1939 (12 months)		4,000.00
Irving Robbins	Research Assistant	Oct. 1, 1939 (12 months)		1,500.00
(Above salaries to be paid from the General Education Board Fund—Rotary No. 7661)				
<i>Education</i>				
R. Heber Richards	Assistant	Oct. 1, 1939	Au.Wi.Sp.	801.00
Carl H. Gross	Assistant	Oct. 1, 1939	Au.	150.00
				period
Clarence E. Southern	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Mary S. Lyle	Graduate Assistant	Oct. 1, 1939	Au.Wi.	300.00
				period
<i>Fine Arts</i>				
Eleanor Rivers	Assistant	Oct. 1, 1939	Au.Wi.Sp.	900.00
T. Grose Evans	Assistant	Oct. 1, 1939	Au.Wi.Sp.	702.00
Ann Ellis	Assistant	Oct. 1, 1939	Au.	150.00
				period
<i>Music</i>				
Mary L. Meister	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>Psychology</i>				
Quin F. Curtis	Instructor	Oct. 1, 1939	Au.Wi.Sp.	2,052.00
Hubert Brogden	Instructor (part time)	Oct. 1, 1939	Au.Wi.Sp.	1,536.00
John Rappalie	Assistant	Oct. 1, 1939	Au.Wi.Sp.	954.00
George G. Lane	Assistant	Oct. 1, 1939	Au.Wi.Sp.	954.00
George W. Knox	Assistant	Oct. 1, 1939	Au.Wi.	686.00
				period
Kenneth F. Thomson	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Robert P. Fischer	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Herbert J. Cline	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Thomas E. Cook	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
<i>University School</i>				
Evelyn Rupert	Assistant Professor	Oct. 1, 1939	Au.Wi.Sp.	2,760.00
<i>College of Engineering</i>				
<i>Administration</i>				
(To be named later)	Part-time Assistant	Nov. 1, 1939, to June 30, 1940		500.00
				period
<i>Architecture and Landscape Architecture</i>				
Gerald L. Emerick	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	300.00

Chemical Engineering

Louis E. Ruidisch	Assistant	Oct. 1, 1939	Au.Wi.Sp.	1,150.00
John E. Teagarden	Assistant	Oct. 1, 1939	Au.Wi.Sp.	855.00
John A. Gerster	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Richard E. Ogden	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
Fred O. Barrett	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00

Engineering Drawing

Albert C. Wurdack	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	300.00
Robert E. Smith	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	300.00

Mineralogy

Samuel B. Dunham	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	180.00
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*College of Medicine**Anatomy*

Virgil L. Cross	Assistant (part time)	Oct. 1, 1939	Au.Wi.Sp.	450.00
Milton Berman	Assistant (part time)	Oct. 1, 1939	(12 months) Au.Wi.Sp.	300.00
Elmer R. King	Assistant (part time)	Oct. 1, 1939	Au.Wi.Sp.	450.00
Russell Hayes	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00

Medicine

John W. Larcomb	Instructor (Pediatrics)	Oct. 1, 1939	(12 months)	No salary
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Pathology

Florence Brenny	Technical Assistant	Oct. 1, 1939	(12 months)	600.00
Orval Walley	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	225.00
Jane Blue	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	225.00
Louis McDonald	Student Assistant	Jan. 1, 1940	Wi.Sp.	150.00 per period

Physiology

Lena A. Lewis	Research Assistant	Oct. 1, 1939	(12 months)	1,500.00
*Jonathan Thatcher	Research Assistant	Oct. 1, 1939	(12 months)	1,200.00

*(Salary to be paid from the National Research Council Fund)

*Starling-Loving Hospital**Nursing Care*

			Code	
Hortense Chapman	Nurses Aide	Sept. 1, 1939	(3&4)	504.00
Dorothy M. Gruber	Nurses Aide	Sept. 7, 1939	(3&4)	504.00
John W. Kissel	Orderly	Sept. 22, 1939	(3&4)	684.00
Robert Kennedy	Orderly	Oct. 1, 1939	(3&4)	684.00

Dietary

Blanche M. Uhrig	Waitress	Sept. 12, 1939	(3&4)	588.00
Florence A. Tripp	Diet Kitchen Helper	Sept. 16, 1939	(3&4)	720.00

*Starling-Loving Hospital—Rotary No. 7727**Nursing Care*

Josephine Shupink	Night OB Supervisor	Oct. 1, 1939	(3&4)	1,200.00
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*College of Veterinary Medicine**Veterinary Anatomy*

Harry M. Mauger, Jr.	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,536.00
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Graduate School

Edward A. Metcalf	E. I. duPont de Nemours and Company Post-doctorate Fellow	Oct. 1, 1939	(12 months)	2,000.00
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Moses Konigsberg	Atlas Powder Company Fellow	Oct. 1, 1939	(12 months)	2,000.00
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(Salary to be paid from the E. I. duPont de Nemours and Company Fund)

Henry W. Hofstetter	White-Haines Fellow	Oct. 1, 1939	(12 months)	1,000.00
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(Salary to be paid from the Bausch and Lomb Optical Company Fund)

John C. Kehoe	Univis Lens Company Fellow	Oct. 1, 1939	(12 months)	1,000.00
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(Salary to be paid from the Univis Lens Company Fund)

William W. Coffeen	Research Fellow	Oct. 1, 1939	Au.Wi.Sp.	900.00
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(Salary to be paid from the Texas Mining and Smelting Company Fund)

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Emma Gamboa	Margaret G. Harder Pan-American Scholar	Oct. 1, 1939	Au.Wi.Sp.	800.00
(Salary to be paid from the Ohio Federation of Women's Clubs Fund)				
Lloyd G. Evans	Nathaniel Wright Lord Fellow	Oct. 1, 1939	Au.Wi.Sp.	750.00
(Salary to be paid from interest on the Nathaniel Wright Lord Fund)				
James F. Harrington	Research Fellow	Oct. 1, 1939	(12 months)	720.00
(Salary to be paid direct by the State Board of Agriculture, Bureau of Plant Industry)				
William J. Taylor	Charles A. Coffin Fellow	Oct. 1, 1939	Au.Wi.Sp.	700.00
(Salary to be paid direct by the Charles A. Coffin Foundation)				
Sam Muchnick	Research Assistant	Oct. 1 to Dec. 31, 1939		150.00 period
(Salary to be paid from the Sherwin-Williams Company Fund— Rotary No. 7705)				
Samuel V. Bennett	Lumley Foundation Fellow	Oct. 1, 1939	Au.Wi.	180.00
(Salary to be paid from the Frederick Hillis Lumley Foundation Fund)				
Archie C. W. Dalton	Mrs. Charles B. Manning Scholar	Oct. 1, 1939	Su. } Au.Wi.Sp.	60.00
(Salary to be paid from interest on funds deposited by the School of Social Admin- istration as follows: \$15 at the beginning of each of the above quarters)				
William H. Ireland	Franklin H. Patterson Memorial Scholar	Oct. 1, 1939	Au.Wi.	60.00
(Salary to be paid from interest on funds deposited by the School of Social Admin- istration as follows: \$30 at the beginning of each of the above quarters)				

President's Division

Broadcasting Station

Francis P. Boyer	Assistant Announcer	Oct. 1, 1939		50.00 month
Donald L. Beam	Assistant Operator	Oct. 1, 1939 to June 30, 1940		315.00 period

Library

Dorothy Mae Reuss	Bibliographer	Oct. 9, 1939		1,800.00
J. Donald Wasson	Stack Supervisor	Oct. 1, 1939		1,500.00
John B. Stratton	Library Assistant	Oct. 1, 1939		900.00

Physical Education for Women

Roberta Westhafer	Instructor	Oct. 1, 1939	Au.Wi.Sp.	1,886.00
Martha A. King	Assistant	Oct. 1, 1939	(12 months)	996.00
*Blanche Sohl	Intramural Assistant for Golf Instruction	Oct. 1, 1939	Au.	375.00 period

*(Salary to be paid from General Activities Fee Fund)

Franz Theodore Stone Laboratory

(To be named later)	Laborer	Oct. 15, 1939 for 5 months		500.00 period
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Physical Plant Division

Light, Heat, and Power—Machinists

Everett A. Salzgeber	Machinist's Helper	Oct. 1, 1939		1,200.00
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Janitor Service

Charles Bell	Janitor	Oct. 1, 1939		1,200.00
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Laboratory Supply Store—Rotary No. 7991

Elvin McCrady	Pharmacist	Oct. 1, 1939		1,500.00
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University Service

Allen McManigal	Chimes Master	Oct. 1, 1939 for 9 months		450.00 period
(Salary to be paid from the General Activities Fee Fund)				

Athletics

Sgt. Fonad T. Shaia	Assistant Rifle Coach	Oct. 1, 1939 for 5 months		100.00 period
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Residence Halls

Neil Hall

Nellie Hardy	Maid	Oct. 1, 1939	Code (4)	624.00
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Ozley and Mack Halls

Cecelia Baker	Kitchen Maid	Oct. 1, 1939	(8)	540.00
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Pomerene Refectory

Thelma P. Davis	Graduate Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Rural Economics—Farm Marketing F-9</i>			
R. L. Baker	Research Assistant	Graduate Assistant	Oct. 1, 1939
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
George J. Eberhart	Graduate Assistant	Assistant	Au. Qr. only
John McNeill	Graduate Assistant	Assistant	Au. Qr. only
<i>College of Medicine</i>			
<i>Anatomy</i>			
Margaret C. Oleson	Research Assistant	Research Fellow	Oct. 1, 1939
<i>Pathology</i>			
Ralph M. Hartwell	Assistant in Clinical Pathology	Instructor	Jan. 1, 1940
G. Frank Jones, Jr.	Resident Pathologist	Graduate Assistant	Oct. 1, 1939
K. B. Grim	Resident Pathologist	Graduate Assistant	Oct. 1, 1939
J. A. Hull	Resident Pathologist	Graduate Assistant	Oct. 1, 1939
W. J. Miller	Resident Pathologist	Graduate Assistant	Oct. 1, 1939
<i>Physiological Chemistry and Pharmacology</i>			
John C. Van Meter	Research Assistant	Research Fellow	Oct. 1, 1939
Samuel D. Koonce	Research Assistant	Research Fellow	Oct. 1, 1939
<i>Starling-Loving Hospital</i>			
Mildred K. Lower	General Duty Nurse (Nursing Care Rotary No. 7727)	Fever Therapy Technologist (Fever Therapy A-1)	Oct. 1, 1939 for 6 months
<i>Administrative Division</i>			
<i>Dean of Men's Office</i>			
Richard Fuller	Dormitory Supervisor	Student Clerk	Sept. 15, 1939
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Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Arts and Sciences</i>				
<i>English</i>				
Margaret Foster	Departmental Librarian	Oct. 1, 1939	\$1,560.00 (full time)	\$1,056.00 (part time)
<i>College of Commerce and Administration</i>				
<i>Business Organization</i>				
Warren Whitlinger	Assistant	Jan. 1, 1940	900.00 for Au.Wi.Sp.	600.00 for Wi.Sp.
George J. Eberhart	Assistant	Au. Qr. only	450.00	900.00
John McNeill	Assistant	Au. Qr. only	450.00	900.00
Allen Meyer	Graduate Assistant	Jan. 1, 1940	450.00 for Au.Wi.Sp.	300.00 for Wi.Sp.
<i>College of Medicine</i>				
<i>Pathology</i>				
Ralph M. Hartwell	Instructor	Jan. 1, 1940	900.00	3,060.00
Sylvester F. Crynes	Instructor (part time)	Oct. 1, 1939	1,836.00 (full time)	No salary (part time)

*Starling-Loving Hospital
Fever Therapy*

Mildred K. Lower	Fever Therapy Technologist	Oct. 1, 1939 for 6 months	450.00 period Code (3&4)	600.00 period
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*College of Veterinary Medicine
Veterinary Physiology and Pharmacology*

Fred J. Kingma	Assistant	Oct. 1, 1939	1,200.00	1,632.00
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President's Division

Library

Ada Carver	Library Assistant	Oct. 1, 1939	600.00	900.00
Doris S. Kohn	Library Assistant	Oct. 1, 1939	900.00	1,080.00

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Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Agriculture</i>		<i>1939-1940</i>	
<i>Botany</i>			
Frederick Norris	Assistant	Au.Wi.Sp.	12 months basis, eff. 10-1-39
<i>Zoology and Entomology</i>			
Reuben E. Groves	Graduate Assistant	Au.Wi.Sp.	Wi.Sp.
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
Warren Whitlinger	Assistant	Au.Wi.Sp.	Wi.Sp.
Allen Meyer	Graduate Assistant	Au.Wi.Sp.	Wi.Sp.
<i>Economics</i>			
Clifford L. James	Associate Professor	Su.Au.Wi.	Su. Wi.Sp.

Upon motion of Dr. Russell, seconded by Mr. Thompson, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Acting President McPherson now presented the following miscellaneous recommendations:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid by the University from funds as designated:

The following persons to attend the annual meeting of the Association of Land Grant Colleges and Universities, to be held in Washington, D. C., from November 15 to 17, 1939:

Vice President J. L. Morrill

Charles E. MacQuigg, Dean of the College of Engineering

Lyman E. Jackson, Junior Dean, College of Agriculture

Faith Lanman Gorrell, Chairman, School of Home Economics
(Above travel to be paid from Interest on Endowment Fund)

John F. Cunningham, Dean of the College of Agriculture

H. C. Ramsower, Director of Agricultural Extension Service
(Above travel to be paid from Agricultural Extension Funds)

Joseph A. Leighton, Chairman of the Department of Philosophy, to attend the annual meeting of the Association of American Universities at Columbia, Missouri, from October

30 to November 1, 1939 (to be paid from Interest on Endowment Funds).

That Professor Alpheus W. Smith, Department of Physics and Astronomy, be appointed Acting Dean of the Graduate School pending the appointment of a dean to succeed the late Dean George F. Arps.

That, upon the recommendation of the University Faculty at a meeting held on June 1, 1939, the Committee on Student Dramatics be dissolved and that the action of the Board of Trustees on August 3, 1927, creating in the Department of English the position of Director of Dramatic Organizations, be rescinded.

That the period of service of Margaret Conlin, Comly Research Assistant in the Department of Medicine, be changed from a six months basis to a nine months basis, effective July 1, 1939, and that her salary be paid from the Comly Fund as follows: \$100 per month for July, August, and September, and \$50 per month for the remaining six months.

That Lucille Kester, Fever Therapy Technologist, Starling-Loving Hospital, be granted a leave of absence, without salary, effective October 1, 1939, for six months.

That the following personnel for the Engineering Experiment Station Council for the year 1939-1940, be approved:

For one year	— Professor E. E. Dreese
	Professor F. W. Marquis
For two years	— Professor A. S. Watts
	Professor J. R. Withrow
For three years	— Professor E. F. Coddington
	Professor J. H. Weaver
Director	— Dean Charles E. MacQuigg

That the proposal of the Ohio High School Speech League to establish a scholarship (\$100) in the College of Arts and Sciences for the year 1939-1940, be approved and the appreciation of the Board of Trustees be appropriately expressed.

This scholarship shall be open to any participant of the Ohio High School Speech League in debate, drama, or extempore speaking activities who presents the most promising qualifications in scholarship, personality, and prospects for future speech activities. The applicant must be a senior in an accredited high school.

That upon the recommendation of the Epsilon Chapter of Phi Beta Kappa the Board of Trustees in accordance with its resolution of May 9, 1938, authorize the creation of a Phi Kappa Scholarship of Sixty Dollars (\$60), with the customary remission of fees, to be awarded to an undergraduate of the University nominated by the Chapter, under such rules as it may set up, to the Dean of the College of Arts and Sciences, the President and the Board of Trustees for approval. This scholarship shall be awarded for the academic year 1940-1941 and annually thereafter until the Chapter shall vote to discontinue the scholarship, and it shall be paid from the income derived from the \$1,000 Phi Beta Kappa Endowment Fund invested in the irreducible debt of the state of Ohio as of July 1, 1938.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$56,400 from the General Education Board of New York City, for the Radio Evaluation Study (Rotary No. 7661);

2,600 books from the library of the late Robert Thomas Pollard. These books relating to the Orient, are a gift to the University Library, and it is requested that they be kept as a separate collection, to be known as the Robert Thomas Pollard Collection.

That, upon the request of the Federal Security Agency, U. S. Office of Education, Washington, D. C., the Board of Trustees authorize the granting of two scholarships to two members of the Civilian Conservation Corps for the year 1939-1940. (These scholarships carry only the remission of the quarterly incidental fee.)

That the research agreement hitherto entered into between the Ohio State University and the Ohio State University Research Foundation setting up the following project, be reported to the Board of Trustees for information and record:

American Zinc Sales Company, Columbus, Ohio—Investigation of Particle Size Determination by Infrared Equipment (to be known as the American Zinc Sales Company Fellowship).

That the exemption from fees for Fellows and Scholars, as provided for in Section (c), Faculty Rule No. 160, shall apply only to those who are receiving a salary of less than \$1,000 per annum. (This limitation, however, shall not apply to contracts already entered into).

That, upon the recommendation of the University Cabinet, the Judging Pavilion be hereafter designated as "Rehearsal Hall."

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the name of Acting President McPherson was by unanimous vote added to the list of persons to attend the meeting of the Association of Land Grant Colleges and Universities to be held in Washington, D. C., November 15-17, 1939, railroad and pullman fare to be paid from Interest on Endowment Funds.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, Acting President McPherson was upon roll call unanimously authorized to attend the meeting of the Association of American Universities to be held at Columbia, Missouri, October 30 and November 1, 1939, railroad and pullman fare to be paid from Interest on Endowment Funds.

Upon motion of Mr. Thompson, seconded by Mr. Rummell, the miscellaneous recommendations of the Acting President, as amended above, were upon roll call unanimously approved.

* * * * *

The Secretary now presented the following communication from the University Architect:

September 22, 1939.

Mr. Carl E. Steeb, Secretary
Board of Trustees

Dear Mr. Steeb:

Under date of September 6th, I signed a statement for transmittal to WPA, through Mr. Charles Vogel, indicating that the project referred to as the Poultry Instruction Building had been completed in accordance with the original project requirements. The keys have been delivered to the Main-

tenance Engineer and the building is ready for occupancy and use.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the Board by unanimous vote formally accepted the Poultry Instruction Building.

* * * * *

The Secretary reported that in accordance with instructions received from the Board of Trustees at its August meeting, he had negotiated with the Executor of the Estate of John H. Harrison for the purchase of 3 acres of land located on the Flenniken Pike, at a price of \$3,250. The Secretary then presented the approval of the State Director of Public Works for this purchase, as required by law, and the certificate of the Director of Finance that funds are available.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Secretary was by unanimous vote authorized and directed, on behalf of the Board of Trustees, to complete the purchase of the Harrison tract.

* * * * *

The Secretary advised the Board that bids covering the Addition to Physical Education Building will be received on October 26, 1939, at 2 o'clock.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented the following reports of the Maintenance Engineer and actions of the Cabinet relative to bids received on September 29, 1939, for (1) Deaerating Heater for Domestic Hot Water, and (2) Superheater for No. 3 Boiler in the Power Plant:

CABINET MINUTES

September 29, 1939.

The Cabinet met in the office of the Secretary at 2:00 P. M.

Present: Messrs. McPherson, McCracken, Elleman, and Steeb.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on September 18, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for (1) Deaerating Heater for Domestic Hot Water, and (2) Superheater for No. 3 Boiler, Power Plant, as per advertisement. The following bids were received, read, and tabulated:

<i>Deaerating Heater for Domestic Hot Water</i>	
<i>Bidder</i>	
	<i>Amount</i>
The Downing and Hetrick, Inc.....	\$24,410
The Elliott Company.....	24,445
<i>Superheater for No. 3 Boiler</i>	
The Babcock and Wilcox Company.....	\$ 3,602
Combustion Engineering Company.....	4,195

Upon motion, the above bids were turned over to the Maintenance Engineer for inspection and report back to the Cabinet.

CABINET MINUTES

October 2, 1939.

The Cabinet met in the office of the Secretary at 9:30 A. M.

Present: Messrs. McPherson, McCracken, Elleman, and Steeb.

* * * * * *

The Cabinet met to receive the report of the Maintenance Engineer on the bids received September 29, 1939, for (1) Deaerating Heater for Domestic Hot Water, and (2) Superheater for No. 3 Boiler, Power Plant.

October 2, 1939.

University Cabinet
The Ohio State University
Gentlemen:

The following bids were received and opened on September 29, 1939, by the University Cabinet under authority of the Board of Trustees, for a Deaerating Heater and Piping for Domestic Hot Water:

The Downing and Hetrick, Inc.....	\$24,410
The Elliott Company.....	24,445

Since all bids are over the Engineer's estimate, I recommend that all bids be rejected and that the proposition be left open for further consideration by the Engineers.

The Engineer's estimate is \$21,568.72.

Respectfully submitted,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

Upon motion, the Cabinet approved the recommendation of the Maintenance Engineer that all bids received on the Deaerating Heater be rejected, and directed the Maintenance Engineer to prepare revised specifications and estimate of cost for presentation to the Board of Trustees at a later date.

October 2, 1939.

University Cabinet
The Ohio State University
Gentlemen:

The following bids were received and opened September 29, 1939, by the University Cabinet under authority of the Board of Trustees, for a Superheater for No. 3 Boiler in the Power Plant:

The Babcock and Wilcox Company.....	\$3,602
Combustion Engineering Company.....	4,195

The low bid of the Babcock and Wilcox Company includes four peephole doors and one tube removal door which are not called for in the specifications and are not needed. Their deduction for these doors is \$52.

I therefore recommend that the \$52 be deducted from the Babcock and Wilcox Company bid of \$3,602 and that the contract be awarded to them for \$3,550. The bid complies with all requirements.

The Engineer's estimated cost is \$4,650.

Respectfully submitted,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

Upon motion, the above recommendation of the Maintenance Engineer was approved, and the Maintenance Engineer was directed to advise the Director of Public Works of the recommendation for award of this contract to The Babcock and Wilcox Company in the amount of \$3,550.

Upon motion of Mr. Thompson, seconded by Dr. Russell, the above recommendations of the Maintenance Engineer and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

Upon motion of Dr. Altmaier, seconded by Dr. Russell, a Pharmacy Certificate was by unanimous vote granted to Guy Miller Smith, who graduated from the Ohio Medical University on March 19, 1895.

* * * * *

Satisfactory evidence having been presented that the original diploma had been destroyed, it was moved by Dr. Altmaier, seconded by Dr. Russell, and ordered by unanimous vote that a duplicate diploma be granted to Henry George Lehrer, A.B., who received the degree of Doctor of Medicine on June 15, 1936.

* * * * *

The Secretary presented a proposed supplement to the present lease of the grounds and buildings known as St. Francis Hospital of Columbus, Ohio, to the Order of the Sisters of St. Francis, which supplement includes the building formerly used by the Ohio State University for dispensary purposes situated on the same plot of ground.

The Secretary was directed to submit such proposed supplement to the Attorney General for his approval and if so approved, to present the same to the Board of Trustees for its adoption.

* * * * *

The Secretary reported that due to the delay of the approval of contracts, it will be necessary to request of the Federal Works Agency an extension of the project completion date on the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), from December 24, 1939, to March 24, 1940, and an extension of the contract completion dates from December 1, 1939, to March 1, 1940.

Whereupon, the following resolution presented by Dr. Russell and seconded by Dr. Altmaier, was upon roll call approved by unanimous vote:

WHEREAS, the University Architect in a communication to D. R. Kennicott, Regional Director of PWA, dated October 9, 1939, has referred to certain delays encountered in the progress of the work on the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), namely:

- (1) delay in completion of drawings and specifications for contracts 2, 3, 4, 5, and 6;
- (2) delay in execution of contract papers and their final delivery to contractors;
- (3) the continued occupancy of a Board of Health Laboratory adjoining the site; and

WHEREAS, these delays now make it impossible for all the work involved in the project to be completed by December 24, 1939, the date stipulated in the agreement for a grant of Federal aid in the completion of the project;

NOW THEREFORE, Be It Resolved that the Federal Works Agency, through its Regional Director, be respectfully requested to extend the project completion date from December 24, 1939, to March 24, 1940, and the completion dates for contracts as listed below from December 1, 1939, to March 1, 1940:

- No. 2—Trapp-Carroll Company, General Contract.
- No. 3—Eastern Plumbing Company, Heating and Ventilating.
- No. 4—J. F. Oelgoetz, Plumbing.
- No. 5—Superior Electric Engineering Company, Electric Work.
- No. 6—Warner Elevator Manufacturing Company, Elevators.

* * * * *

The following resolution presented by Mr. Rummell and seconded by Mr. Dargusch, was upon roll call approved by unanimous vote:

WHEREAS, the estimate of the cost of the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), needs to be revised by reason of the reduced budget requirement for engineering services;

NOW, THEREFORE, Be and It Is Hereby Resolved by the Board of Trustees of the Ohio State University:

- (1) That the estimate of the cost of the project be revised as follows:

	<i>Latest Estimate</i>	<i>Revised Estimate</i>
1. Preliminary expense	\$ 000	\$ 000
2. Land and Right-of-way.....	000	000
3. Construction cost	159,000	162,500
4. Engineering	6,000	2,500
5. Legal and Overhead.....	000	000
6. Interest during construction.....	000	000
7. Miscellaneous	000	000
	<hr/>	<hr/>
	\$165,000	\$165,000
Funds available, grant.....	\$ 74,250	
Owner's funds	90,750	
	<hr/>	
	\$165,000	

- (2) That the said Board of Trustees hereby acknowledges that the Project will be constructed and funds therefore expended on the basis of the revised items of estimated cost appearing above.

- (3) That the funds available to meet all costs of expenditures incurred or to be incurred in connection with the complete construction are as follows:

Federal grant	\$74,250
Cash on hand in Project Construction Account	90,750

* * * * *

Miss M. Edith Campbell now came into the meeting, and the Board recessed for luncheon which was to be followed by an inspection of the University Farm and of an abandoned school house owned by the city of Columbus and located in Lane View, adjacent to the University property.

The Board resumed its session at 2:00 P. M., with the same members present and Miss Campbell, Chairman.

* * * * *

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the Board by unanimous vote authorized the Secretary to advise the Board of Education of Columbus, Ohio, that the Trustees will offer a bid of \$7,500 for the property known as the Lane View School, which includes the land and the building thereon.

The Secretary was further directed, if said proposal is agreeable to the Board of Education, to request of the State Emergency Board an allowance of \$7,500 for the purchase of said property.

* * * * *

Mr. Dargusch now presented the prospectus covering the Retirement Income Plan, as prepared by the Faculty Committee on Retirement.

Mr. Dargusch moved that this prospectus be approved by the Board and that the Secretary be directed to have sufficient copies printed for distribution. This motion was seconded by Dr. Russell, and upon roll call was unanimously approved.

* * * * *

The Acting President presented a suggested rule covering the duties and responsibilities of Faculty Counselors, and recommended its approval; this rule would supercede the one which was adopted by the Board at its August meeting.

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the following rule as recommended by the Acting President was approved by unanimous vote:

Student Campus Activities

Student Organizations, other than departmental societies, shall be required to have faculty counselors appointed by the Council on Student Affairs.

Faculty Counselors

By accepting an appointment as faculty counselor for a student organization, the person appointed agrees to maintain contact with the student organization to such a degree as to be familiar with its program and personnel, having in mind not only the objectives of the particular group but the responsibility of the University as a whole to the people of Ohio.

Student Rules

The president of each student organization shall file with the office of the Dean of Men or Dean of Women a complete list of officers and members together with the acceptance of the Faculty Counselor for the organization. This must be done at the beginning of each Autumn Quarter and no meeting rooms shall be assigned until this requirement is met.

The president shall consider requests for rooms for off-campus lecturers and films only after approval by the Faculty Counselor. Forms for this purpose are available at the President's Office.

On May 1 of each year the student president of the organization shall make a brief annual report to the Council on Student Affairs on the activities of the organizations. This report must be approved by the Faculty Counselor before being submitted to the Council on Student Affairs.

* * * * *

Thereupon the Board adjourned to meet on Monday, November 13, 1939, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND NINETEENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, November 13, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

* * * * *

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Board by unanimous vote agreed to go into executive session and to defer action on such formal matters as may be presented by the Acting President and the Secretary until later in the day.

The Board resumed its regular session at 4:30 P. M.

* * * * *

Mr. Atkinson presented the following resolution:

WHEREAS, the month of November, 1939, marks the fortieth anniversary of continuous service to the Ohio State University by Mr. Carl E. Steeb, Secretary of this Board and Business Manager of the University;

BE IT THEREFORE RESOLVED, that the Board of Trustees, in executive session on this 13th day of November, 1939, spread upon its minutes and thereby upon the permanent records of the institution the grateful expression of the Board's high regard for his exemplary public service to the University and to the state of Ohio.

Entering the employ of the University on November 9, 1899, as an accountant in the office of the celebrated and exacting Captain Alexis Cope, then Secretary of the Board of Trustees, he succeeded to the secretaryship in 1904. Five years later he was designated also as purchasing agent, having been in full charge of the University business affairs meantime. In 1913 the more accurately descriptive title of Business Manager was created by the Board, and this title he has since held, serving continuously since the retirement of Captain Cope also as Secretary of the Board.

This factual recital of positions and promotions attests clearly to duty dependably performed and the ability to discharge with complete satisfaction increasing responsibilities with the years. It cannot reveal, however, the true appraisal

of character and capacity which command the admiration and appreciation of this Board.

Within his span of service the Ohio State University has grown from the size and status of what is now commonly considered a small college to the proportions and prestige of a great university, ranking with the leading largest institutions of higher learning in America.

Paralleling academic accomplishments, the financial progress and problems of the University have enormously increased, in four decades, with a corresponding expansion of the physical plant. These latter have been the special area of Mr. Steeb's activity and responsibility; they are directly related to the former in that they involve the means of teaching and research; and the competence of his administration has thereby made fundamental contribution to the total University of today.

In the proper accounting and expenditure of public funds amounting annually to millions, in the vexing details of large contracts and purchases and the transaction of complicated business affairs in strict compliance with law and the highest ethical practice, the Board of Trustees must of necessity place great reliance upon the discretion, the business acumen, and the personal probity of its administrative agent. Safeguarded by Mr. Steeb in this important capacity, the long succession of Trustees to whom he has been responsible has been able to serve secure in the guaranty that his recommendations will bear always the hallmark of integrity and efficiency.

Designated also to represent the Board and to assist the President in all official relationships with state officers, boards, commissions, and the General Assembly of Ohio, Mr. Steeb has been a tower of strength for the University and a source of confidence in the University by the public-at-large and its duly constituted representatives. In this respect alone the value of his service to the University, proved and strengthened by the years, is incalculable.

Beyond these things, the members of the Board desire to express their happiness in their association with Mr. Steeb as a colleague and companion. His hearty and robust personality, his unflinching good humor and sense of humor, his sincerity and straightforwardness—all these are a joy to all who know and work with him; and the friendship of Mr. Steeb and his gracious wife is precious to those in the University community so fortunate as to enjoy their intimate acquaintance.

To Mr. Carl E. Steeb, diligent and devoted servant of this University for forty years, and to Mrs. Steeb, the Board of Trustees extends its congratulations upon this anniversary, wishing them many years more of the happiness and satisfaction to which by reason of their life and work together, they are so eminently entitled.

Mr. Atkinson now moved that the above resolution be adopted by the Board, and that a copy thereof be illuminated and presented to Mr. Steeb, the expense of said illumination to be paid from the Interest on Endowment Fund.

This motion was seconded by Mr. Dargusch, and was unanimously approved by the Board.

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Acting President McPherson recommended that compensation in the amount of \$250 for the year 1939-1940 be paid to Professor Arthur T. Martin, Chairman of the Executive Committee of the College of Law; and that compensation in the amount of \$250 for the year 1939-1940 be paid to Professor Robert M. Hunter, Secretary of the Executive Committee of the College of Law, said amounts to be paid in equal installments at the end of the Autumn, Winter, and Spring Quarters.

The Acting President also recommended that Judge Herschel W. Arant be appointed lecturer in the College of Law for the Winter and Spring Quarters of 1940, with compensation of \$500 for the period.

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board by unanimous vote approved the recommendations of the Acting President with reference to Professor Martin and Professor Hunter; in the case of Judge Arant, the Board approved his appointment for the Winter and Spring Quarters of 1940 without salary.

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Acting President McPherson presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
<i>Animal Husbandry</i>			
Jack Rickly	Student Laborer	Sept. 30, 1939	\$ 360.00
Robert Watts	Student Laborer	Sept. 30, 1939	360.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Warren Copenhefer	Animal Attendant	Oct. 7, 1939	900.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Veronica Ryan	Stenographer	Oct. 31, 1939	960.00
<i>College of Education</i>			
<i>Administration</i>			
Pauline Kelsner Norris	Stenographer	Nov. 15, 1939	960.00
<i>College of Engineering</i>			
<i>Administration</i>			
Kathryn Schankweiler	Stenographer	Oct. 15, 1939	960.00
<i>College of Medicine</i>			
<i>Surgery and Gynecology</i>			
Conrad A. Kuehn	Instructor	Sept. 30, 1939	196.00
<i>Starling-Loving Hospital</i>			
<i>Nursing Care</i>			
Virginia Weidman	General Duty Nurse	Oct. 15, 1939	900.00
Dorothy M. Gruber	Nurses Aide	Oct. 23, 1939	504.00
<i>Medical Records</i>			
Alys A. Willison	Medical Record Clerk	Nov. 30, 1939	960.00
<i>Laboratories</i>			
Josephine Fetro	Stenographer	Nov. 30, 1939	1,500.00

<i>Dietary</i>				
Elizabeth Garner	Diet Kitchen Helper	Oct. 21, 1939		588.00
<i>Dispensary</i>				
Edythe S. Potts	Historian	Nov. 30, 1939		1,140.00
<i>Graduate School</i>				
Edward Lee Hammond	Fellow (half time)	Dec. 31, 1939		900.00
Byron Shaw	Graduate Assistant	Sept. 30, 1939		200.00
Edward Bordin	Scholar	Sept. 30, 1939		250.00
<i>President's Division</i>				
<i>Military Science</i>				
Eleanor J. Oglesby	Stenographer	Nov. 15, 1939		960.00
<i>Physical Education for Women</i>				
Jean Roberts	Clerk	Nov. 11, 1939		840.00
<i>Administrative Division</i>				
<i>Registrar's Office</i>				
Martha Ashbrook	Assistant to Registrar	Oct. 31, 1939		1,020.00
Mary C. Garvin	Assistant to Registrar	Oct. 31, 1939		1,020.00
<i>Physical Plant Division</i>				
<i>Light, Heat, and Power—Steamfitters and Plumbers</i>				
Brian Hizey	Fireman	Oct. 16, 1939		840.00
<i>Laboratory Supply Store</i>				
Sadie Yarger	Clerk	Nov. 10, 1939		900.00
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Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Warren Schmidt	Assistant in Rural Sociology Extension	Oct. 18, 1939		\$ 1,800.00
Mary Satterfield	Stenographer	Oct. 10, 1939		960.00
Frances Dunlap	Clerk	Nov. 7, 1939		960.00
<i>College of Agriculture</i>				
<i>Agricultural Education</i>				
Lloyd B. Fidler	Instructor	Dec. 1, 1939, to Mar. 15, 1940		875.00 period
	(Salary to be paid from George-Deen Funds)			
<i>Agronomy</i>				
Byron T. Shaw	Instructor (part time)	Oct. 1, 1939	Au.	225.00 period
*Ralph E. Kunze	Research Assistant (half time)	Jan. 1, 1940	(12 months)	900.00
	(Salary to be paid from the Ohio Seed Improvement Association Fund)			
<i>Animal Husbandry</i>				
Charles G. Hunt	Graduate Assistant	Oct. 1, 1939	Au. Wi. Sp.	450.00
	(Salary to be paid from College of Agriculture Rotary No. 7250)			
Lewis S. Overturf	Graduate Assistant	Oct. 1, 1939	Au. Wi. Sp.	450.00
Paul Boerger	Student Laborer	Oct. 1, 1939	(12 months)	240.00
Kenneth Elliott	Student Laborer	Oct. 1, 1939	(12 months)	240.00
Thomas Williams	Student Laborer	Oct. 1, 1939	(12 months)	240.00
Robert Bay	Student Laborer	Oct. 1, 1939	(12 months)	240.00
Chester Boyer	Student Laborer	Oct. 1, 1939	(12 months)	240.00
Jean Lemmerman	Student Laborer	Oct. 1, 1939	(12 months)	240.00
<i>School of Home Economics</i>				
(To be named later)	Assistant Professor	Jan. 1, 1940	Wi. Sp.	2,500.00

*College of Arts and Sciences**Administration*

Ruth N. Gibbony	Stenographer	Oct. 9, 1939		1,200.00
Rosemary Gregory	Stenographer	Oct. 1, 1939 for 7 days		20.32 period

Bacteriology

Melvin E. Sanner	Animal Attendant	Oct. 8, 1939	(12 months)	900.00
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*College of Commerce and Administration**Administration*

Frieda Krueger	Stenographer	Nov. 1, 1939 for 30 days		80.00 period
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Accounting

George H. Winchell	Graduate Assistant	Oct. 1, 1939	Au.	150.00 period
John H. Ziegler	Graduate Assistant	Oct. 1, 1939	Au.	150.00 period

*College of Dentistry**Dental Clinic—Rotary No. 7160*

Mary Edith Luethi	Stenographer	Nov. 16, 1939		960.00
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*College of Education**Bureau of Educational Research*

Frederick Wyatt	Research Associate	Nov. 1, 1939 to June 30, 1940		1,200.00 period
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(Salary to be paid from General Education Board Funds—Rotary No. 7661)

Gerald B. Stahly	Research Assistant	Oct. 1, 1939 (12 mos.)		No salary
Roy Wenger	Research Assistant	Oct. 1, 1939 (12 mos.)		No salary

Education

Evelyn McC. Hurlburt	Assistant	Oct. 1, 1939	Au.	100.00 period
Raymond J. Ramsden	Student Assistant	Oct. 25 to Dec. 31, 1939		50.00 period

University School

Dora Radebaugh	Cook, Dining Hall (Salary to be paid from Rotary No. 8260)	Nov. 1, 1939 for 8 months		440.00 period
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*College of Engineering**Administration*

Mildred Fay Johnson	Assistant (part time)	Nov. 1, 1939 to June 30, 1940		320.00 period
Dorothy Reiss	Stenographer	Oct. 18, 1939		960.00

Mechanical Engineering

(To be named later)	Instructor	Jan. 1, 1940	Wi.Sp.	2,000.00
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Mineralogy

Sidney Isenberg	Student Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
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Photography

David L. Cramer	Graduate Assistant	Oct. 16, 1939	Au.Wi.Sp.	450.00
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*College of Medicine**Medicine*

John N. Wittinbrook	Clinical Assistant, Psychiatry	Oct. 1, 1939 (12 mos.)		No. salary
J. J. Alpers	Clinical Assistant, Psychiatry	Oct. 1, 1939 (12 mos.)		No. salary
Dorothy E. Donley	Clinical Assistant, Psychiatry	Oct. 1, 1939 (12 mos.)		No. salary

Surgical Research

Jerome H. Meyer	Kincaid Fellow in Research Surgery	Oct. 1, 1939 to June 30, 1940		225.00 period
Elsie L. Riley	Kincaid Fellow in Research Surgery	Oct. 1, 1939 for 8 months		225.00 period

(Above salaries to be paid from the Kincaid Fund—Rotary No. 7363)

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Starling-Loving Hospital

Administration

Antoinette Hrabanek	Clerk (part time)	Oct. 1, 1939 for 3 months	Code (3)	195.00 period
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Nursing Care

Hazel Dixon	Nurses Aide	Oct. 23, 1940	(3&4)	504.00
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Laboratories

Edythe S. Potts	Historian	Dec. 1, 1939	(1&4)	1,500.00
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Dispensary

Alys Willison	Historian	Dec. 1, 1939	(1&4)	1,140.00
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Medical Records

Margaret Cargill	Medical Record Clerk	Dec. 1, 1939	(1&4)	960.00
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Dietary

Eva Gay Jones	Diet Kitchen Helper	Oct. 1, 1939	(3&4)	588.00
Mabel Louise Henslee	Diet Kitchen Helper	Oct. 10, 1939	(3&4)	588.00
Estell C. Seymour	Diet Kitchen Helper	Oct. 12, 1939	(3&4)	588.00

Starling-Loving Hospital—Rotary No. 7727

Nursing Care

Adele Gilchrist	General Duty Nurse	Oct. 11, 1939	(3&4)	900.00
Inez Constant	General Duty Nurse	Oct. 11, 1939	(3&4)	900.00
Angela Martin	General Duty Nurse	Oct. 20, 1939	(3&4)	900.00
Winifred J. Wise	General Duty Nurse	Nov. 1, 1939	(3&4)	900.00

College of Veterinary Medicine

Veterinary Parasitology

Michael Michaelides	Graduate Assistant	Nov. 1, 1939 (12 months)		450.00
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Graduate School

Charles J. Koenig	Research Engineer	Oct. 1, 1939 for 12 months		3,600.00
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(Salary to be paid from Great Lakes Foundry Sand Company Fund)

*Robert H. Arrowsmith	American Petroleum Institute Research Assistant	Nov. 1, 1939 to June, 30, 1940		800.00 period
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*Harry E. Risher	American Petroleum Institute Research Assistant	Nov. 1, 1939 to June, 30, 1940		800.00 period
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*Robert W. Shortridge	American Petroleum Institute Research Assistant	Oct. 1, 1939	Au.Wi.Sp.	450.00
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*(Above salaries to be paid from the American Petroleum Institute Hydrocarbon Fund)

Harry Foreman	Research Fellow	Oct. 1, 1939 (12 months)		780.00
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(Salary to be paid from the Sherwin-Williams Company Fund)

Frederic J. Baur, Jr.	Texas Mining and Smelting Company Research Fellow	Oct. 1, 1939	Au.Wi.Sp.	600.00
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(Salary to be paid from the Texas Mining and Smelting Company Fund)

Norman O. Cappel	Julius F. Stone Fellow	Oct. 1, 1939 to Feb. 28, 1940		550.00 period
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(Salary to be paid from the Julius F. Stone Fellowship Fund)

Robert W. Hursh	Research Fellow	Oct. 1 to Dec. 31, 1939		375.00 period
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(Salary to be paid from the Standard Container, Incorporated Fund)

John A. Louis	Ohio Public Health Association Fellow	Oct. 1, 1939	Au.Wi.Sp.	300.00
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(Salary to be paid from the Ohio Public Health Association Fund as follows:

\$100 at once, \$100 at beginning of the Winter Quarter, and \$100 at beginning of the Summer Quarter 1940)

Melville L. Wolfrom	Atlas Powder Company Supervisor	Oct. 1, 1939 for 12 months		800.00
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(Salary to be paid from Atlas Powder Company Fund)

Marvin Hoffenberg	C. C. Stillman Scholar	Oct. 1, 1939	Au.Wi.Sp.	100.00
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(Salary to be paid from the C. C. Stillman Fund, in equal installments at the end of each of the above quarters)

Richard A. Haney	School of Social Administration Associates Inc. Scholar	Oct. 1, 1939 Su. } Au.Wi.Sp. 60.00 '40 }	
(Salary to be paid in equal installments, approximately in the middle of each of the above quarters from interest on School of Social Administration Associates Fund)			
Zeller R. Henry	M. R. Bissell, Jr. Scholar	Oct. 1, 1939 Su. } Au.Wi.Sp. 60.00 '40 }	
(Salary to be paid from interest on the M. R. Bissell Scholarship Fund, in equal installments during the above quarters)			
Robert H. H. Pierce, Jr.	Research Fellow	Oct. 1, 1939 Au.	No salary
(Salary to be paid direct to Mr. Pierce by the U. S. Steel Corporation)			
**Charles M. Meadows	Research Fellow	Oct. 1, 1939 to March 31, 1940	No salary
**Harold A. Waters	Research Fellow	Oct. 1, 1939 Au.Wi.Sp.	No salary
**(Salaries to be paid direct by the Sherwin Williams Company)			
Amel Menotti	Kettering Foundation Fellow, Antioch College	Oct. 1, 1939 Au.Wi.Sp.	No salary
Thomas E. Londergan	Kettering Foundation Fellow, Antioch College	Oct. 1, 1939 Au.Wi.Sp.	No salary
Atherton M. Whaley	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
(Salary to be paid as follows: \$225 from A-1; \$25 from Graduate School Rotary Fund No. 7280)			
Shirley Ann Tice	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
Sue D. Sparks	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
Sloan D. Robertson	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
William J. Middleton	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
LeRoy C. Ferguson	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
Hazel M. Davis	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
Alden D. Cutshall	Scholar	Oct. 1, 1939 Au.Wi.Sp.	250.00
<i>President's Division</i>			
<i>Library</i>			
E. Christine Hawkinson	Library Assistant	Nov. 1, 1939, to June 30, 1940	800.00 period
Barbara A. Boughton	Library Assistant	Oct. 9, 1939 to June 30, 1940	611.94 period
Helen Hunt Marquand	Library Assistant	Oct. 9, 1939	600.00
<i>Physical Education for Women</i>			
Evelyn Cross	Graduate Assistant	Oct. 1, 1939 Au.Wi.Sp.	450.00
*Mary Barger	Clerk	Nov. 6, 1939	900.00
*(Salary to be paid from Laboratory Supply Store Pro Rata Fund)			
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Kathryn Ferguson	Assistant to Registrar	Sept. 18, 1939	1,020.00
Helen Allison	Assistant to Registrar	Nov. 1, 1939	1,020.00
Cleo E. Patterson	Assistant to Registrar	Nov. 1, 1939	1,020.00
(To be named later)	Typist, Alumni Records	Nov. 20, 1939	972.00
(To be named later)	Typist, Alumni Records	Nov. 20, 1939	972.00
<i>Physical Plant Division</i>			
<i>Roads and Grounds</i>			
William McConaha	Laborer	Oct. 1, 1939 for 1 month	90.00 period
<i>Light, Heat, and Power—Steamfitters and Plumbers</i>			
Gus Hegebenberger	Fireman	Oct. 17, 1939 for 7 months	840.00 period
Arthur J. Kienzle	Fireman	Nov. 1, 1939 for 5 months	600.00 period
<i>Janitor Service</i>			
Robert Johnson	Janitor	Nov. 15, 1939	1,200.00
Robert P. Miller	Janitor	Nov. 1, 1939 for 1 month	100.00 period
<i>Laboratory Supply Store</i>			
Augusta Karp	Clerk	Nov. 1, 1939	900.00
<i>Pomerene Refectory</i>			
Elizabeth Reiter	Cashier	Nov. 1, 1939	780.00
Alexander Trumbull	Janitor	Nov. 1, 1939	780.00

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Mildred Hairston	Janitress	Nov. 1, 1939	480.00
Hazel Bender	Counter Assistant	Nov. 1, 1939	600.00
Beulah Runyeon	Cook	Nov. 1, 1939	600.00
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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Agriculture</i>			
<i>Animal Husbandry</i>			
Carl W. Gay	Professor and Chairman	Professor	July 1, 1940
<i>College of Veterinary Medicine</i>			
<i>Veterinary Parasitology</i>			
Harold D. James	Graduate Assistant	Assistant (12 months)	Nov. 1, 1939
<i>Graduate School</i>			
Geraldine A. Blair	Assistant	Clerk	Nov. 1, 1939
<i>Athletics</i>			
Ernest Biggs	Assistant Trainer	Assistant	July 1, 1939
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Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Agriculture</i>				
<i>Animal Husbandry</i>				
Wayne Bauer	Student Laborer	Oct. 1, 1939	\$ 360.00	\$ 240.00
Edwin Hofstetter	Student Laborer	Oct. 1, 1939	360.00	240.00
Albert Koteles	Student Laborer	Oct. 1, 1939	360.00	240.00
Kenneth Lloyd	Student Laborer	Oct. 1, 1939	360.00	240.00
Lyman Schnell	Student Laborer	Oct. 1, 1939	360.00	240.00
George Zeis	Student Laborer	Oct. 1, 1939	360.00	240.00
<i>College of Arts and Sciences</i>				
<i>Chemistry</i>				
Albert L. Henne	American Petroleum Institute Research Associate	Sept. 1, 1939	4,250.00	4,500.00
(Increase to be paid from American Petroleum Institute Hydrocarbon Fund)				
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Frances E. Kirby	Assistant (part time)	Jan. 1, 1940	150.00 for Au.Wi.Sp.	150.00 for Wi.Sp.
<i>College of Education</i>				
<i>Bureau of Educational Research</i>				
S. P. McCutchen	Research Associate and Assistant Professor of Education	July 1, 1939	5,604.00	5,500.00
A. N. Zechiel	Research Associate and Assistant Professor of Education	July 1, 1939	4,596.00	4,500.00
H. H. Giles	Research Associate and Assistant Professor of Education	July 1, 1939	3,576.00	3,500.00
*J. W. Wrightstone	(Above salaries paid from Rotary No. 7147) Assistant Professor and Research Associate	July 1, 1939	5,604.00	5,500.00
*Norman Woelfel	Assistant Professor and Research Associate	July 1, 1939	4,596.00	4,500.00
*Alton O'Steen	Assistant Professor and Research Associate	July 1, 1939	4,284.00	4,200.00
*(Above salaries paid from Rotary No. 7661)				

<i>College of Engineering</i>					
<i>Electrical Engineering</i>					
Wells L. Davis	Instructor	Oct. 1, 1939	1,800.00	1,836.00	
<i>College of Medicine</i>					
<i>Physiology</i>					
Samuel R. Tipton	Instructor	Oct. 1, 1939	1,968.00	2,076.00	
<i>Surgery and Gynecology</i>					
John V. Horst	Instructor	Oct. 1, 1939	No salary	196.00	
<i>Starling-Loving Hospital</i>					
<i>Administration</i>					
Amber Hammond	Clerk	Oct. 1, 1939	1,140.00	860.00	
<i>College of Veterinary Medicine</i>					
<i>Veterinary Parasitology</i>					
Harold D. James	Assistant (12 months)	Nov. 1, 1939	450.00	1,500.00	
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Change in Quarters of Service

That the following change in quarters of service be approved:

Name	Title	From	1939-1940		To
<i>College of Education</i>					
<i>Education</i>					
Clarence C. Ross	Assistant	Su.	Wi.Sp.	Su.Au.	Sp.
*	*	*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from state funds:

Bland L. Stradley, Dean of the College of Arts and Sciences, to attend the Eighth Educational Conference under joint auspices of the Educational Records Bureau, the Cooperative Test Service, and the Committee on Measurement and Guidance of the American Council on Education, in New York City, October 25-27, 1939.

That Alpheus W. Smith, Acting Dean of the Graduate School, be appointed Dean of the Graduate School at a salary of \$7,116 per annum, and Chairman of the Department of Physics and Astronomy at no salary, effective December 1, 1939.

That in order to complete payment to John Garland, Instructor in the Department of Geography, for services rendered in the Summer Quarter of 1939, it is recommended that his salary be changed from \$554 to \$738 for that quarter.

That Dorothy Scott, Assistant Professor, School of Home Economics, be granted a leave of absence, without salary, for the months of March, April, and May, 1940.

That, due to transfer of the Mailing Room and Publication Sales Office from Derby Hall to the Journalism Building, Dale E. Lephart, Manager of the Mailing Room, and Helen Neunherz, Clerk, be transferred from the University Bookstore payroll to the University Print Shop payroll, effective November 1, 1939.

That the salaries of University Fellows be restored to their original amounts, namely, from \$400 to \$500 per annum, effective July 1, 1940.

That the salaries of University Scholars be restored to their original amounts, namely, from \$250 to \$300 per annum, effective July 1, 1940.

That the following recommendation submitted by the Director of the Summer Quarter be approved:

That the Board of Trustees authorize the Director of the Summer Quarter to formulate tentatively a Summer Quarter program which will not involve more than \$58,421 for special contracts and that no contracts be entered into at this time, and that each appointment for next summer be presented to the Board of Trustees in the regular way for ratification; also that this total figure be subject to revision by the Board of Trustees at some time later in the year should the financial situation of the University require it.

That there be appropriated from H-8 Contributions, \$200 for the use of the Agricultural Student, a periodical published by the students of the College of Agriculture, for the period from July 1 to December 31, 1939.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

The library of the late Dean George F. Arps—a gift to the University Library from his children Margaret M. Manning and Leslie H. Arps;

\$100 from Toledo Ohio State University Mothers' Association, to be added to the Student Loan Funds;

\$75 from Ohio State University Mothers' Association of Summit County, to be added to the Student Loan Funds;

\$150 from the G. D. Searle and Company to be used for research in Physiological Chemistry.

That the research agreement hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following project be reported to the Board of Trustees for information and record:

The Texas Mining and Smelting Company, Laredo, Texas—
Investigation of Antimony Oxide (to be known as the Texas Mining and Smelting Fellowship).

That \$5,000 be transferred from the Pomerene Refectory Rotary Fund No. 2628-8228, to the Home Economics Rotary Fund No. 8211, in order to provide for the payment of the salary of Mrs. June F. Kennedy from Fund No. 8211, and to provide for some much needed equipment for the School of Home Economics.

That the following supplementary contract between the State Board for Vocational Education and the Ohio State University for the year 1939-1940, be approved:

**SUPPLEMENTARY CONTRACT BETWEEN THE STATE BOARD FOR
VOCATIONAL EDUCATION AND THE OHIO STATE UNIVERSITY**

In consideration of the fact that the State Board for Vocational Education hereby agrees to reimburse the University in

the amount and for the purpose stated in the Supplementary George-Deen budget herewith, The Ohio State University agrees to conduct in the College of Agriculture a course for the training of teachers in Vocational Agriculture in accordance with the State Plan adopted by the State Board for Vocational Education for the year 1939-1940.

These courses for the training of teachers in Vocational Agriculture will be kept up to the standards demanded by the State Plan and will be subject to the general supervision of the State Board for Vocational Education.

Reimbursement in amounts not to exceed those stated in the budget herewith will be made by the State Board for Vocational Education upon receipt of the affidavit from the Secretary of the Board of Trustees of Ohio State University as to the actual expenditures for that month.

*Supplementary George-Deen Budget for Teacher
Training in Agriculture*

Resident—

Salary of L. B. Fidler for 3½ months.....\$875.00

<p>In behalf of The Ohio State University: (Signed) WILLIAM MCPHERSON <i>Acting President</i> (Signed) CARL E. STEEB <i>Secretary, Board of Trustees</i></p>	<p>In behalf of the State Board for Vocational Education: (Signed) E. N. DIETRICH <i>President and Executive Officer</i></p>
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Dated: November 14, 1939.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the above recommendations of the Acting President were upon roll call unanimously approved.

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The Secretary now reported the following items to the Board:

The receipt of contract No. CAA-673—Civil Aeronautics Authority, for Pilot Training (Ground Instruction), which has been duly executed under the date of October 4, 1939. This Civilian Pilot Training program was authorized by the Board under date of September 18, 1939;

The delivery to the State Treasury, on November 9, 1939, of Women's Dormitories Bonds Nos. 101-200, inclusive, and of Men's Dormitory Bonds Nos. 1-100, inclusive;

The receipt on November 2, 1939, from the Fidelity-Bankers Trust Company of Knoxville, Tennessee, of \$8,000, which is 80 per cent of the bequest established under Item 6-B of the last will and testament of Dr. Alva Roy Scott for the endowment of a fellowship to be known as "The Alberta Garber Scott Fellowship in Sociology."

The sale of bonds Nos. 43, 44, and 45 of the Bank Block Investment Company, Series "A," for \$2,025; these bonds were turned over to the University by the Executor of the Estate of John A. Bownocker, and this money has been deposited in the State Treasury as an additional gift to the John A. Bownocker Endowment Fund.

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Mr. Dargusch presented the following resolution and moved its adoption:

WHEREAS this Board, by resolution adopted October 22, 1938, has authorized the issuance of bonds in the sum of \$520,000 for the purpose of constructing, equipping, and furnishing, on such sites within the campus of the University as the Board may designate therefor, men's dormitories to house approximately 480 students, and

WHEREAS this Board has sold said bonds to the Retirement Board of the State Teachers Retirement System, said bonds to be delivered in installments as the money is needed during the period of construction of said dormitories, and

WHEREAS this Board has determined that \$200,000 is now needed for said purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University that the Chairman and Secretary of the Board be and they are hereby authorized to execute bonds numbered 201-400, both inclusive, and to deliver the same to the Retirement Board of the State Teachers Retirement System upon payment of the purchase price therefor.

This motion was seconded by Mr. Thompson, and the resolution was upon roll call unanimously adopted.

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Mr. Dargusch presented the following resolution and moved its adoption:

WHEREAS this Board, by resolution adopted October 22, 1938, has authorized the issuance of bonds in the sum of \$310,000 for the purpose of constructing, equipping, and furnishing, on such sites within the campus of the University as the Board may designate therefor, women's dormitories to house approximately 240 students, and

WHEREAS this Board has sold said bonds to the Retirement Board of the State Teachers Retirement System, said bonds to be delivered in installments as the money is needed during the period of construction of said dormitories, and

WHEREAS this Board has determined that \$110,000 is now needed for said purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University that the Chairman and Secretary of the Board be and they are hereby authorized to execute bonds numbered from 201-310, both inclusive, and to deliver the same to the Retirement Board of the State Teachers Retirement System upon payment of the purchase price therefor.

This motion was seconded by Mr. Thompson, and the resolution was upon roll call unanimously adopted.

* * * * *

The Secretary advised the Board that bids covering "B" Addition to Journalism Building (PWA Docket No. Ohio 1986-F), will be received on November 21, 1939, at 2 o'clock.

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Cab-

inet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimates, to recommend to the Director of Public Works the award of contracts to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary presented the revised drawings, specifications, bill of materials, estimated cost, and form of proposal for the Deaerating Heater for Domestic Hot Water in the Power Plant, as prepared by the Maintenance Engineer.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the Board by unanimous vote approved the above revised drawings, specifications, bill of materials, estimated cost, and form of proposal, and directed the Secretary to present same to the State Director of Public Works for approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

Dr. Altmaier now presented the following resolution and moved its adoption:

A Resolution Waiving Liquidated Damages and Extending the Time for Completing the General Construction Contract No. 2 on the Faculty Assembly Unit, PWA Docket No. Ohio 2158-F.

WHEREAS, the Ohio State University (hereinafter referred to as the Owner) and Trapp-Carroll Company (hereinafter referred to as the Contractor) have entered into a contract for the performance of certain work in connection with the construction of the Faculty Assembly Unit for the Owner; and

WHEREAS, it is provided in the said Contract that, in the event the said work is not completed by the first day of December, 1939, the said Contractor shall pay to the Owner as and for liquidated damages an amount computed on the basis of \$25 for each and every day the said work remains uncompleted after the aforesaid date, and

WHEREAS, it has become impossible for the Contractor to perform the said contract within the contractual date for completion, by reason of:

- (1) Original delay in preparation of drawings and specifications and the change in requirement of completion date to December 1 from December 24;
- (2) The time required for the execution and delivery of Contract Agreement to the Contractor:

Bids received April 20, 1939

Award recommended April 24, 1939

Contract Agreement dated May 15, 1939

Documents approved July 11, 1939

Contract delivered to Contractor July 15, 1939

- (3) Presence of old building adjoining the site which cannot be vacated before January 1, 1940.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Board of Trustees of the Ohio State University:

- (1) That the contractual date for the completion of the said contract be extended to the first day of March, 1940;
- (2) That the Board of Trustees of the Ohio State University waives any and all claims for liquidated damages arising out of the failure of the Contractor to complete the work prior thereto; and
- (3) That the said contractual provision providing for liquidated damages may be hereafter assessed in accordance with the terms of the contract only from and after the aforesaid extended date for completion of the work.

This motion was seconded by Mr. Dargusch, and the resolution was upon roll call unanimously adopted.

* * * * *

Dr. Altmaier presented the following resolution and moved its adoption:

A Resolution Waiving Liquidated Damages and Extending the Time for Completing the Mechanical Contracts on the Faculty Assembly Unit, PWA Docket No. Ohio 2158-F.

WHEREAS, the following named companies, to-wit: The Eastern Plumbing Company, J. F. Oelgoetz, The Superior Electric Engineering Company, and The Warner Elevator Manufacturing Company (hereinafter referred to as the Contractors) have each entered into separate contracts with The Ohio State University (hereinafter referred to as the Owner) for certain work in connection with the construction of the Faculty Assembly Unit for the Owner; and

WHEREAS, each of the said separate contracts contains the provision that, in event the work of the contract is not completed by the first day of December, 1939, the Contractor shall pay to the Owner as and for liquidated damages an amount computed, in the case of each such separate contract, on the basis of \$10 for each and every day the said work of the contract remains uncompleted after the aforesaid date; and

WHEREAS, it has become impossible for these Contractors to perform the said several contracts within the contractual date for completion because the progress of work on these contracts is dependent upon progress of the general construction of the building;

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Board of Trustees of the Ohio State University:

- (1) That the contractual date for the completion of the said several contracts be extended to the first day of March, 1940;
- (2) That the Board of Trustees of the Ohio State University waives any and all claims for liquidated damages arising out of the failure of these several

Contractors to complete the work of the contracts prior thereto; and

- (3) That the said contractual provision in each of the said several contracts, providing for liquidated damages may be hereinafter assessed in accordance with the terms of the said several contracts only from and after the aforesaid extended date for completion of the work.

This motion was seconded by Mr. Dargusch, and the resolution was upon roll call unanimously adopted.

* * * * *

The Secretary presented the following change orders on the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), as prepared by the University Architect and approved by the University Cabinet:

Trapp-Carroll Company—Contract No. 2 (General)	
(a) Add window screens on all windows only on first and second floors.....	\$ 988.00
(b) Build a salad refrigerator into Room 205.....	796.00
(c) Build a metal hood in Room 205 over the space to be occupied by ranges, ovens, and cookers.....	270.00
Total.....	\$2,004.00

Upon motion of Mr. Thompson, seconded by Dr. Altmaier, the Board by unanimous vote approved the above change orders.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its June 12, 1939 meeting, the Cabinet has authorized the following change orders:

<i>Faculty Assembly Unit (PWA Docket No. Ohio 2158-F)</i>	
J. F. Oelgoetz—Contract No. 4 (Plumbing)	
(a) Additional plumbing, piping, and connections in Room 11 for floor drain and future sink.....	\$105.00
(b) Additional plumbing, piping, and connections in Room 205 to accommodate equipment furnished by the Faculty Club.....	110.00
Total.....	\$215.00
Superior Electric Engineering Company—Contract No. 5 (Electric)	
Additional electric connections in Room 205 for new kitchen equipment and for new location of clock in Room 3, and for switch control in Room 3, for two exterior lights at west entrance	\$ 64.40
<i>Women's Dormitories—Unit B (PWA Docket No. Ohio 2095-F)</i>	
E. Elford and Son—Contract No. 3 (General)	
Additional tile walls and concrete floors in the unfinished areas under Rooms 112, 113, and 114	\$418.00

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on October 26, 1939, for the Addition to Physical Education Building, and contracts awarded thereon:

CABINET MINUTES

October 26, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. McPherson, Smith, Elleman, and Steeb.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on October 9, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Addition to Physical Education Building, as per advertisement. The following bids were received, read, and tabulated:

Division 1—General Contract

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>ALTERNATES</i>	
			<i>No. 1 (deduct)</i>	<i>No. 3 (add)</i>
Geis Construction Company.....	\$44,080	\$50,000	\$ 800	\$5,160
L. M. Leonard Company.....	38,859	45,000	860	4,800
Robert H. Evans and Company...	40,900	47,000	800	5,062
Trapp-Carroll Company	37,530	43,000	900	4,850
S. J. Isabel and Son.....	47,092	52,037	900	4,945
C. M. Barr Company.....	39,935	46,000	848	4,989
N. J. Mulligan, Inc.....	44,883	50,000	850	5,000
James I. Barnes Construction Co.	43,450	48,450	800	4,800
James J. McCarthy.....	43,280	50,000	825	5,000
J. B. Wolstein and Company.....	39,815	45,000	660	5,060
Ogden and Dougherty.....	38,762	45,000	589	1,905
Stansbury and Stout.....	37,914	46,000	892	4,494
Leo E. Ruisinger.....	41,997	50,000	1,050	4,873

Division 2—Heating Contract

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alternate No. 2</i>	
			<i>(add)</i>	
Huffman Wolfe Company.....	\$ 1,970	\$ 2,800	\$ 720	
Samuel A. Esswein Heating and Plumbing Company	2,230	3,100	841	
W. H. Spohn Plumbing Company	2,100	2,723	623	
Eastern Plumbing Company.....	2,898	3,600	1,034	
Wuellner and Theado.....	2,058	2,807	749	
J. F. Oelgoetz Company.....	1,924	3,500	715	
H. J. LaPlante.....	2,147	3,500	827	
The Emrich Company.....	1,853	3,000	787	

Explanation of Alternates:

No. 1—Omit mezzanine floor.

No. 2—Connect the heat supply lines to existing mains in north end of the present building.

No. 3—Three additional tiers of book stacks.

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

October 27, 1939.

The Cabinet met in the office of the Secretary at 2:00 P. M.

Present: Messrs. McPherson, McCracken, Elleman, Smith, and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on bids received October 26, 1939, for the Addition to Physical Education Building.

October 27, 1939.

University Cabinet
Administration Building

Gentlemen:

Having examined the proposals received on October 26 for the construction of an Addition to the Physical Education Building, which were referred to the Architect's Office, together with the letter from Ogden and Dougherty of Ports-

mouth, addressed to the Secretary of the Board of Trustees, concerning an arithmetical error in the computation of their proposal for Alternate No. 3, I wish to make the following report and recommendations:

1. The total of the low bids is sufficiently below the estimates that it is not necessary to accept the deductive alternate No. 1 for the omission of the mezzanine floor, and it is possible to accept the two additive alternates, No. 2 for connecting the heat supply lines to the existing mains in the north end of the present building, and No. 3 for three additional tiers of book stacks. I, therefore, recommend that the computations of proposals be made to include Alternates 2 and 3 and not to include Alternate 1.
2. Of the thirteen proposals on Alternate No. 3, for the addition to three tiers of book stacks, twelve vary from \$4,494 to \$5,160 with an average of \$4,920. The proposal of Ogden and Dougherty for this Alternate is \$1,905. The letter from Ogden and Dougherty to the Secretary of the Board of Trustees indicates that this apparent discrepancy is due to a mathematical error, and requests that their entire proposal be not considered in making the award. I recommend that the request be heeded and that the bid of Ogden and Dougherty be not considered.
3. For purposes of comparison, the totals of the three lowest base bids on the general contract division and their No. 3 alternates is shown as follows:

<i>Bidder</i>	<i>Base Bid</i>	<i>Alternate No. 3</i>	<i>Total</i>
Trapp-Carroll Company.....	\$37,530	\$ 4,850	\$42,380
Stansbury and Stout.....	37,914	4,494	42,408
L. M. Leonard Company.....	88,859	4,800	93,659

The low total bid of Trapp-Carroll Company is regular in every respect and is below the total estimate of \$52,661.25, filed with the Auditor of State.

4. For purposes of comparison, the totals of the three low bids for the heating contract division with their No. 2 alternates are given as follows:

<i>Bidder</i>	<i>Base Bid</i>	<i>Alternate No. 2</i>	<i>Total</i>
The Emrich Company.....	\$ 1,853	\$ 787	\$ 2,640
J. F. Oelgoetz Company.....	1,924	715	2,639
Huffman-Wolfe Company.....	1,970	720	2,690

The low total bid of J. F. Oelgoetz Company is regular in every respect, and is below the total estimate of \$3,400, filed with the Auditor of State.

5. I, therefore, recommend that the Cabinet recommend to the State Director of Public Works that awards be made as follows:

General Contract—Trapp-Carroll Company.....	\$42,380
Heating Contract—J. F. Oelgoetz Company.....	2,639

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect were ap-

proved, and the Architect was directed to advise the Director of Public Works of these recommendations.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary now presented the following credits on the Addition to Physical Education Building, as prepared by the University Architect:

Trapp-Carroll Company—General	
Revised layout of book stacks, omitting the concrete mezzanine floor (proposal of November 2, 1939) deduct.....	\$185
Substitute Sneed and Company book stack construction with steel deck floors covered with mastic tile (proposal of October 26, 1939) deduct.....	200
Substitute Lambert, hollow metal doors (proposal of October 26, 1939) deduct	200
Net total—credits.....	\$585

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the above credits on the Addition to Physical Education Building were upon roll call unanimously approved.

* * * * *

Mr. Dargusch, Chairman of the special Committee on Retirement Income, stated that due to the fact that the Retirement Income Plan will become effective January 1, 1940, instead of July 1, 1939, as provided in the action of the Board of Trustees under date of April 10, 1939, the dates July 1, 1939, which appear in Section VII of the Plan should therefore be amended to read January 1, 1940.

He then moved that Section VII, Supplementary Benefits, be amended to read as follows:

VII. *Supplementary Benefits.* Each participant in this plan will, upon retirement, receive annuities from the and from either the State Teachers Retirement System of Ohio or the Public Employees Retirement System of Ohio.

For each participant in service or on leave of absence on January 1, 1940, the University undertakes to supplement these annuity payments, if this is necessary to bring the total retirement benefit up to 2 per cent of salary on January 1, 1940—but not more than \$100 nor less than \$60—for each year of service after the academic year in which age 45 is attained. In calculating this supplementary benefit, all annuities shall be taken in the form of single life annuities, regardless of whatever optional form of settlement may have been chosen by the participant.

(Non-members of the State Retirement Systems should see Section IX.)

The above motion was seconded by Mr. Thompson, and was upon roll call unanimously approved.

* * * * *

The Secretary reported that in a letter received from Mr. Andrew Koerner under date of November 8, 1939, Mr. Koerner advised the sale of the 160-acre tract of land in Grant County, Oregon, at a price of \$1,200 net to the University. This land was a part of the Muellhaupt Estate which was turned over to the University.

Upon motion of Mr. Thompson, seconded by Mr. Rummell, the Secretary was directed to advise Mr. Andrew Koerner that the Board will sell this property at the above price, and the Secretary was further directed to execute, for and on behalf of the Board of Trustees, any and all documents necessary for this purpose.

* * * * *

Thereupon the Board adjourned to meet on Monday, December 11, 1939, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TWENTIETH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, December 11, 1939.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell, and Lockwood Thompson.

* * * * *

The minutes of the last meeting were approved.

* * * * *

Acting President McPherson presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Lena M. Maass	Stenographer	Oct. 31, 1939	\$1,140.00
Crystal Barker	Stenographer	Nov. 30, 1939	1,080.00
<i>College of Agriculture</i>			
<i>Zoology and Entomology</i>			
Paul J. Seyler	Assistant	Dec. 31, 1939	1,200.00
Hubert Bezdek	Graduate Assistant	Mar. 31, 1940	150.00
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
Allen Meyer	Graduate Assistant	Dec. 31, 1939	450.00
<i>College of Education</i>			
<i>Education</i>			
John H. Thompson	Assistant	Oct. 1, 1939	801.00
<i>College of Medicine</i>			
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Antoinette Hrabenek	Clerk (part time)	Nov. 30, 1939	780.00
<i>Nursing Care</i>			
John D. Puppel	Orderly	Nov. 23, 1939	684.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Jane H. Little	Assistant to Registrar	Nov. 30, 1939	1,020.00
<i>Physical Plant Division</i>			
<i>Police and Watchmen</i>			
George R. Demint	Nightwatchman	Nov. 30, 1939	1,260.00
<i>Janitor Service</i>			
James H. Kramer	Janitor (Mr. Kramer died November 18, 1939)	Nov. 30, 1939	1,380.00

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<i>Student Employment Office</i>				
Ellen M. Vick	Clerk	Dec. 31, 1939		960.00
<i>Laboratory Supply Store</i>				
Mary F. Deshler	Clerk	Nov. 30, 1939		960.00
Lulu E. Abel	Clerk	Nov. 30, 1939		960.00
<i>Pomerene Refectory</i>				
Elizabeth Reiter	Cashier	Nov. 1, 1939		780.00
David H. Gruber	Janitor	Dec. 31, 1939		528.00
*	*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>College of Agriculture</i>				
<i>Agricultural Engineering</i>				
William E. Gill	Instructor	Jan. 1, 1940	Wi.	\$ 550.00 period
<i>Agronomy</i>				
Byron T. Shaw	Instructor (part time)	Jan. 1, 1940	Wi.	225.00 period
<i>Zoology and Entomology</i>				
Paul J. Seyler	Instructor	Jan. 1, 1940	Wi.Sp.	1,200.00 period
Robert C. Baxter	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	300.00 period
Alfred G. Runner	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	300.00 period
<i>College of Arts and Sciences</i>				
<i>Physics and Astronomy</i>				
Wave Henry Shaffer	Instructor	Oct. 1, 1940	Au. Wi. Sp.	2,316.00
<i>College of Commerce and Administration</i>				
<i>Administration</i>				
Allen Meyer	Acting Director of Student Placement	Jan. 1, 1940 for 6 months		1,000.00 period
<i>Business Organization</i>				
Brooks Smeeton	Instructor (Special contract)	Jan. 1, 1940	Wi. Sp.	2,400.00 period
<i>College of Education</i>				
<i>Administration</i>				
Cecile Bush	Typist	Nov. 16, 1939		960.00
<i>Bureau of Educational Research</i>				
John H. Rowland	Research Associate and Assistant Professor	Nov. 1, 1939 (12 months)		4,000.00
(Salary to be paid from the General Education Board Fund—Rotary No. 7661)				
<i>College of Engineering</i>				
<i>Civil Engineering</i>				
Robert F. Baker	Student Assistant	Jan. 1, 1940	Wi.	80.00 period
Robert Hawthorne	Student Assistant	Jan. 1, 1940	Wi.	30.00 period
<i>College of Medicine</i>				
<i>Medicine</i>				
Cesar Merino	Rockefeller Foundation Research Fellow	Nov. 1, 1939 to Oct. 31, 1940		1,800.00
(Salary to be paid direct by the Rockefeller Foundation)				
<i>Physiological Chemistry</i>				
Ada S. Yolles	Research Assistant	Nov. 1, 1939 to Apr. 30, 1940		600.00 period
(Salary paid from General Research Fund—Rotary No. 7261)				

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<i>Starling-Loving Hospital</i>				<i>Code</i>	
<i>Nursing Care</i>					
Irene Schanz	Relief Night Supervisor	Dec. 1, 1939	(3&4)	1,140.00	
Olive Mabel Harper	Nurses Aide	Oct. 1, 1939 for 1 month and 14 days		61.60	period
Priscilla Ring	Nurses Aide	Nov. 15, 1939	(3&4)	504.00	
Herbert Roseler	Orderly	Dec. 2, 1939	(3&4)	684.00	
<i>Operating Room and Anesthetics</i>					
Dorothy Koehn	Assistant Head Nurse	Dec. 1, 1939	(3&4)	1,254.00	
<i>Dietary</i>					
Wilma G. Pressey	Diet Kitchen Helper	Nov. 20, 1939	(3&4)	588.00	
<i>Starling-Loving Hospital—Rotary No. 7727</i>					
<i>Nursing Care</i>					
Ada M. Conley	Assistant Head Nurse on Obstetrics	Dec. 1, 1939	(3&4)	1,080.00	
<i>College of Veterinary Medicine</i>					
<i>Veterinary Parasitology</i>					
Fleetwood R. Koutz	Assistant	Dec. 1, 1939 to June 30, 1940		749.00	period
<i>President's Division</i>					
<i>Franz Theodore Stone Laboratory</i>					
Anthony Kindt	Laborer	Oct. 20, 1939 to May 31, 1940		502.15	period
<i>Military Science</i>					
Margaret Foster	Stenographer	Nov. 27, 1939		960.00	
<i>Administrative Division</i>					
<i>Business Office</i>					
Mary Ann Camden	Clerk	Dec. 11, 1939		960.00	
<i>Registrar's Office</i>					
Dorothy L. McClelland	Assistant to Registrar	Dec. 4, 1939		1,020.00	
Jane H. Little	Typist, Alumni Records	Dec. 1, 1939		960.00	
<i>Physical Plant Division</i>					
<i>Police and Watchmen</i>					
Arthur John Corcoran	Nightwatchman	Dec. 8, 1939		1,260.00	
<i>Janitor Service</i>					
Herman D. Palmer	Janitor	Dec. 1, 1939		1,200.00	
<i>Dental Clinic</i>					
Paul F. Collins	Instructor	Jan. 1, 1940 (12 months)		300.00	
Robert Mayer	Instructor	Jan. 1, 1940 for 6 months		450.00	period
Howard Leeper	Instructor	Jan. 1, 1940 for 6 months		300.00	period
Carl Denn	Instructor	Jan. 1, 1940 for 6 months		450.00	period
	(Above salaries to be paid from Rotary No. 7160)				
<i>Student Employment Office</i>					
Elizabeth J. Hogue	Clerk	Jan. 1, 1940		960.00	
	(Salary to be paid from General Activities Fee Funds)				
<i>Laboratory Supply Store</i>					
Eleanor L. Grigsby	Clerk	Dec. 1, 1939		900.00	
Mary Eletha Steele	Clerk	Dec. 1, 1939		900.00	
Mary Deshler	Typist	Dec. 1, 1939		960.00	
<i>Athletics</i>					
Theo. Hieronymous	Assistant Football Coach	Oct. 1, 1939	Au.	300.00	period

* * * * *

Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
Sam Arnold	Graduate Assistant	Assistant	Jan. 1, 1940
<i>College of Medicine</i>			
<i>Starling-Loving Hospital—Rotary No. 7727</i>			
<i>Nursing Care</i>			
Eliza Busenberg	Night Supervisor	Head Nurse on Obstetrics	Dec. 1, 1939
Catherine Helman	Relief Night Supervisor (A-1)	Night Supervisor (Rotary No. 7727)	Dec. 1, 1939
*	*	*	*

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Sam Arnold	Assistant	Jan. 1, 1940	\$ 450.00	\$ 675.00
<i>College of Education</i>				
<i>Bureau of Special and Adult Education—F-9</i>				
Irene E. Kinley	Assistant to the Director	Nov. 15 to Dec. 31, 1939	2,004.00 (full time)	1,002.00 (half time)
<i>Education</i>				
Wilfred Eberhart	Assistant Professor	Oct. 1, 1939	2,040.00 for Au.Sp.	3,060.00 for Au.Sp. Su.'40
<i>College of Engineering</i>				
<i>Industrial Engineering</i>				
James R. Stitt	Assistant Professor of Welding Engineering (Increase to be paid from funds deposited in the office of the Business Manager by donors)	July 1, 1939	2,475.00	2,556.00
<i>College of Medicine</i>				
<i>Starling-Loving Hospital—Rotary No. 7727</i>				
<i>Nursing Care</i>				
Eliza Busenberg	Head Nurse on Obstetrics	Dec. 1, 1939 (3&4)	1,500.00	1,200.00
Catherine Helman	Night Supervisor	Dec. 1, 1939 (A-1)	1,140.00 (Rotary No. 7727)	1,500.00
<i>Graduate School</i>				
Jo Morgan Teague, Jr.	Edward Orton Jr. Foundation Fellow	Oct. 1, 1939	750.00	600.00
<i>Administrative Division</i>				
<i>Business Office</i>				
Marjorie M. Kirkpatrick	Typist	Jan. 1, 1940	1,020.00	1,140.00
<i>Dean of Men's Office</i>				
Lowell A. Wrigley	Director, Men's Housing Bureau and Assistant Dean of Men	Jan. 1, 1940	2,040.00	2,160.00
*Richard Fuller	Student Clerk (Increase to be paid from Men's Dormitory Fund—Rotary No. 8214)	Sept. 15, 1939	500.00	620.00
*	*	*	*	*

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	1939-1940		To
<i>College of Commerce and Administration</i>					
<i>Accounting</i>					
Russell S. Willcox	Associate Professor	Su. Wi.Sp.			Su.Au.Wi.Sp.
<i>College of Education</i>					
<i>Music</i>					
Hilda Dierker	Assistant Professor	Su.Au. Sp.			Su.Au.'39Su.'40

Upon motion of Mr. Atkinson, seconded by Mr. Rummell, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Acting President McPherson now presented the following miscellaneous recommendations:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from state funds:

Silas A. Harris, Professor of Law, to attend the meeting of the Executive Committee of the National Association of Legal Aid Organizations in New York City, December 31, 1939, to January 3, 1940.

That, in accordance with the provisions of the Public Employees Retirement System, the following employes who have reached the age of 70 or more, be retired from University service on December 31, 1939, and that the official service certificate be presented to each:

Samuel N. Bell, Laborer
 Olaf Christianson, Elevator Operator
 Andrew D. Grayson, Janitor
 Mina Kennedy, Stenographer
 Lawrence J. McKenna, Janitor
 James Merrell, Janitor
 John T. Miller, Mechanic
 William H. Ziebold, Linotype Operator

That, in accordance with the regulations of the Public Employees Retirement System, Martha Mary Beggs, Bookkeeper in the Business Office be retired from University service as of January 31, 1940, under the provisions of the Disability Retirement.

That, upon the recommendation of the Chairmen of their departments and in accordance with the provisions of the Public Employees Retirement System, the following employes who are past compulsory retirement age be continued in active service in the University for one year, effective January 1, 1940:

William C. McCracken (part time)
 John Hussey (part time)
 James D. Marple

That the vacation credit of Assistant Professor Herman Miller, Department of Speech, accumulated during the Summer Quarter of 1937 amounting to \$936, be adjusted on the two-thirds cash basis in the amount of \$624, in accordance with the rule.

That the salary of Philip P. Schaffner, Instructor in the Depart-

ment of Economics, be paid in twelve installments instead of on a nine months special contract basis, effective October 1, 1939.

That the salary of James C. Yocum, Assistant Professor in the Bureau of Business Research, be paid in twelve installments instead of on a nine months special contract basis, effective October 1, 1939.

That the following salaries in the Department of Horticulture be transferred from Farm Rotary to A-1, effective December 1, 1939:

Thelma Davis, Stenographer (part time)	\$ 480.00
C. D. Fitzgerald, Assistant	300.00
Jacob Bowers, Laborer	900.00
	<u>\$1,680.00</u>

That the following salaries in the Department of Dairy Technology be transferred from A-1 to Farm Rotary, effective December 1, 1939:

R. J. Alberts, Assistant	\$1,257.00
D. W. Glover, Graduate Assistant	450.00
	<u>\$1,707.00</u>

That the leave of absence granted to Professor Jacob B. Taylor of the Department of Accounting, be extended until October 1, 1940.

That the leave of absence granted to Associate Professor Donald C. Power of the Department of Business Organization, be extended to include the Winter and Spring Quarters of the year 1939-1940.

That the leave of absence granted to Associate Professor Kenneth Dameron of the Department of Business Organization, be extended to include the Winter and Spring Quarters of the year 1939-1940.

That, providing funds are available, each member of the Agricultural Extension Staff with the rank of instructor or above, who is approved for the pursuit of advanced study by the Dean of the College of Agriculture, the Director of the Agricultural Extension Service, and the President of the University, be entitled to a quarter's leave with full pay every five years. In case a member is granted a semester's leave, a proportionately longer time shall elapse before another leave is granted. This is to supercede action taken by the Board as of May 10, 1937.

That, in accordance with the above action and upon the recommendation of Director H. C. Ramsower and Dean John F. Cunningham, the following leaves of absence, with salary, be granted:

A. W. Marion, County Agricultural Agent, Mercer County, from February 1 to June 17, 1940, for advanced study at the University of Wisconsin;

Floyd Henderson, County Agricultural Agent, Jackson County, from February 1 to June 15, 1940, for study in the Graduate School at Cornell University;

Otto D. Sands, County Agricultural Agent, Miami County, from January 2 to March 16, 1940, for study in the Department of Rural Economics, Ohio State University;

Ivan McKellip, Professor of Dairy Husbandry, Agricultural Extension Service, from January 29 to May 31, 1940, for graduate study at the University of Louisiana;

G. A. Hummon, County Agricultural Agent, Huron County, from January 1 to March 15, 1940, for advanced study at the Ohio State University;

Elizabeth Graddy, Home Demonstration Agent, Warren County from February 1 to June 15, 1940, for graduate study at Columbia University;

C. D. McGrew, County Agricultural Agent, Trumbull County, from February 9 to June 11, 1940, for advanced work at Cornell University;

Alma L. Garvin, Associate Professor, Home Economics Extension, from February 1 to June 15, 1940, for study at Teachers' College, Columbia University;

Katherine A. Tingley, Home Demonstration Agent, Preble County, from February 5 to June 12, 1940, for graduate study at Columbia University.

That the University return to Mr. Clarence C. Ross, Columbus, Ohio, \$120 which he paid for fees for attendance at the University as follows, having made such payment in ignorance of the statutes of Ohio providing for free attendance at Ohio State University of men who entered the United States Army forces during the Great War:

Summer Quarter 1937.....	\$ 20
Autumn Quarter 1937.....	20
Winter Quarter 1938.....	20
Spring Quarter 1938.....	20
Summer Quarter 1938.....	20
Spring Quarter 1939.....	20

\$120

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$375 from White Laboratories, Inc., for general research in the Department of Physiological Chemistry;

\$5,000 (anonymous until 1944) to be paid in five annual installments of \$1,000 each, for the establishment of a \$5,000 fellowship in the School of Social Administration as a memorial in the name of an individual to be designated at that time by the donor, the fellowship to be applicable to a graduate student in the School of Social Administration. Each sum of \$1,000 will serve as a School of Social Administration Associate, Inc. scholarship from the time of its approval by the Trustees until the final payment of \$1,000 is made.

That in accordance with the recommendation of the University Faculty, degrees be awarded at the Winter Convocation on December 21, 1939, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Hsi Chieh Cheng, B.A. (Fukien Christian University), M.Sc.; Sara Bernita Dreitzler, A.B., A.M. (Oberlin College), A.M. (Columbia University); Raymond Eugene Glos, B.S., M.S. (University of Illinois); Edward Russell Johnson, A.B. (Wittenberg College), M.A.; Chosaburo Kato, S.B. (Denison University), S.M. (University of Chicago); John Herman McMinn, A.B. (Cornell University), M.A. (University of Nebraska), M.A. (University of Cincinnati); Charles Birkenshaw Mendenhall, B.S. (Earlham College), M.A. (University of Pennsylvania); Edward Albert Metcalf, A.B. (Marietta College),

A.M. (Columbia University); William Wilbur Miller, A.B. (Goshen College), M.A.; Paul Anthony Munter, B.A., M.Sc.; Dimitry Niconoff, B.S. in Met.E. (South Dakota State School of Mines), M.S. (University of Utah); Shlomo Noble, A.B. (St. Thomas' College); Ralston Russell, Jr., B.Cer.E., M.Sc.; George Alfred Stinchcomb, B.S. (Heidelberg College), M.A. (University of Michigan); Claude Edward Thompson, A.B., M.A. (Wittenberg College); Hilda Holmes Torstensen, A.B. (Radcliffe College), M.S. (Syracuse University); Harlan Noyes Worthley, B.S., M.S. (Massachusetts State College).

MASTER OF ARTS

Wade Sherman Amstutz, A.B. (Bluffton College); George Eric Bechtolt, A.B. (Wittenberg College); Hermann Anton Becker, B.Sc. in Bus.Adm.; Jess Albert Ellis, B.A.; Roy Ellsworth Ferguson, B.Sc. in Edu.; Clark Milton Fouts, B.S. in Edu. (Ohio University); Leonard Horace Glover, B.S. in Edu. (West Virginia State College); Prudence Warren Hall, A.B. (Beaver College); Dorothy Clement Hanson, A.B. (Otterbein College); Louis George Hoff, B.S. (University of the South Sewanee); Roland Vernon Hudson, A.B., B.D. (Asbury College); Norman Carlton Jacobs, A.B. (Capital University); John Jacob Long, B.S. in Edu. (Wittenberg College); William LeRoy Patty, B.S. in Edu. (Wittenberg College); Maurice Lincoln Rider, B.Sc. in Edu.; Woodrow Christian Sherer, B.Sc. in Edu.; Hubert Frank Smith, B.S. (University of Pittsburgh); William Lewis Steinhauer, B.Sc. in Edu.; John Fredrick Watson, A.B. (Tufts College); Alvin R. Wyse, B.S. in Sec. Edu. (Manchester College).

MASTER OF ARTS IN SOCIAL ADMINISTRATION

Charles Joseph Capazo, B.Sc. in Edu.; John Robert Knight, A.B. (Otterbein College); Milton Sidney Tarnopol, B.Ch.E. (Northeastern University), S.M. in Cer. (Massachusetts Institute of Technology).

MASTER OF BUSINESS ADMINISTRATION

Clark Eugene Zimmerman, A.B. (Heidelberg College).

MASTER OF SCIENCE

James Monroe Alford, Jr., B.S. in E.E. (Mississippi State College); A. Eugene Anderson, B.E.E.; William Harold Baxley, B.S. (Howard College); Carl Willard Bilikam, B.Sc. in Agr.; Frederick Pius Dickey, B.S. (Muskingum College); Charles Dale Fitzgerald, B.Sc. in Agr.; Harry David Foster, B.E., B.Cer. E.; Clyde Winger Harris, B.S. in Science (California Institute of Technology); Charley Edwin Hatch, B.A. (Ohio Wesleyan University); Melvin Harp Hazaleus, B.S. (Oklahoma Agricultural and Mechanical College); Robert William Hursh, B.S. in M.E. (University of Illinois); Richard William Hutton, B.S.A. (Ontario Agricultural College); John Stanley King, B.Ch.E.; Fred Joseph Kingman, D.V.M.; Robert Gerald Lilley, B.Ch.E.; Hubert Charles Mohr, B.Sc. in Agr.; Howard John Orlowski, B.Ch.E.; Hugh Barnes Stewart, B.S. (Kent State University); Charles Bernard Tauber, B.Cer.E.

BACHELOR OF SCIENCE IN AGRICULTURE

Howard McConahay Armstrong; Charles Yesbra Arnold; Frederick Henry Coe; Gerald William Crowthers; Richard Ludwig Gromen; Delmer Ellis Groves; John Folger Hilt; Barthold Michael Hold-

stein; Justin Hare Hollanshead; Ralph Burdette Hornberger, Jr.; Donald Edward Jones; Robert William Kenreich; James Gordon Lye; Jared Theodore Monson; Charles Richard Rank; John D. Robinson; Harold Cole Ruggles; Oscar Earl Share; Roy Atwood Stillwagon, Jr.; Charles Simon Tanager; Marion Lindemuth Tanager; Charles Miles Terry; Charles Wright Troupe; Homer Royal Unkefer; Glenn Yoder.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Elva Rose Caplan; Dorothy Flegal Edwards; Alice Jane Morgan; Marjory Marie Stanley; Gladys Tarbill Voelker.

BACHELOR OF ARTS—WITH HONORS

Robert Leroy Elliott (cum laude); George Wolfgang Kisker (cum laude); Henry Hirsch Wasser (cum laude and with Distinction in English).

BACHELOR OF ARTS

Otis Eugene Bridgeford; Francis Frederick Christmas; Eugene Phineas Drucker; Edwyn Herman Edelman; Hugh Guthrie Flynn; Janet Elizabeth Harris; James Wallace Haverfield; Dwight Aubrey Hutchison; Paul Eli Jacobs; Joseph Cotter Leist; Walter Raymond Rau; Martyn Carl Raupple; Dorothy Robinson Schaffner; Benjamin R. Schwartz; Joseph Lewis Speicher; Howard Fredrick Wehr; Emmett Rouse Wells; Marjorie May Wheeler.

BACHELOR OF SCIENCE IN JOURNALISM

Jessie Phyllis Blickensderfer; Willard Charles Cordes; Charles David Graber; William Robert Raymond; Beulah Veryl Tow; Will Otto Trucksis.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

Kenneth Howard Allen; Paul Wolford Armstrong; Charles Emil Battisti; Richard John Boughner; Jack Abraham Caplan; Robert Hewitt Coe; Clifford B. Coffman, Jr.; Harold William Devine; George Jee Earl; George Robert Fellows; James Berlen George; William Britan Gest; Robert Davis Green; Robert Merle Hardesty; Joe Arden Hoffman; Ralph Nicholls Houck; Carrie Mae Johnson; Robert Stanley Johnson; Eleanor Eileen Karch; Carl Francis Kelly; John Bernard Koman; Everett Eugene Mann; Harold Chester Marcy; William George McQuigg; Donald Wilbur Merrick; Donaldine Carolyn Morgan; Donald Smith Packer; Charles Acril Reed; Arnold Henry Saska; George Webster Stengel; Robert Clyde Stump; John William Thompson; George Howard Walker; Frederick Pringle Winkler.

BACHELOR OF SCIENCE IN SOCIAL ADMINISTRATION

Margaret Elizabeth Ferguson; Bertha Mae Phillips; John Walter Williams.

BACHELOR OF SCIENCE IN EDUCATION

John Frederick Beane, A.B. (Miami University); Edith Elizabeth Blizzard; Elizabeth Amelia Brodt; Ruth Charlotte Buchanan; Minerva Mae Burner; Marian Wilhelmina Candon; Pauline Chinn; Ada Ruth Davis; Lucille Virginia Fenton, B.A. (Anderson College and Theological Seminary); Anne Elizabeth Frederiksen; Suzanne Gillam; Elma Allison Guth; Frances Freeman Hann; Betty Jane Hayman; Helen Pauline Helfrich; Naomi Alicia Hooker; Eileen Virginia Horschel; Alice Juanita Hultin; Gomer Thomas Jones; Marjorie Ken-

nedey; Ardath Louise Kleinhaus; Minnie Margaret Kochenderfer; Winona Mae Kunkle; Mary Elizabeth Lauderbaugh; Robert Eugene Lewis; Charles Elmer Lieser, B.A.; Marian Ellanora Marks; Peggy Kathryn Marshall; Betty Jane Murphy; Carroll Arthur Osborn, B.A. (Ohio Wesleyan University); Wanda Elaine Rinehart; Margaret Kendall Robinson; Irene Inez Schanz; Betty Sherwood; Karl Atwood Shumaker, Jr.; Margaret Heath Snowden; Elbert Pearl Stille, Jr.; Wilmer Wallace Stover; Shirley Ann Tice, B.A.; Frances Roe Wandel; Julia Mae Warrick; Ray Henry Woodgeard; Wanda Louise Worthington; Georgia Marian Wyss.

BACHELOR OF FINE ARTS

Catherine Ann Findlay; Elizabeth Marcelline Miller; Jane Ellen Neff; Elna Anna Padan; Arthur William Vaupel; Marie Terese Wagner; Albert Morton Wasserstrom.

BACHELOR OF CERAMIC ENGINEERING

John Douglas Clark; Edward Alex Morton; John William Schuck; John Edward Turnbull; Lloyd Robert Whittington; Alfred Wild; James Byron Willis.

BACHELOR OF CHEMICAL ENGINEERING

Francis Delmar Beckel; James Eugene Manner.

BACHELOR OF CIVIL ENGINEERING

William Edward Brown; Oliver Dale Graham; John Frankenberg Howell; Maurice Henry Kilgore; Robert Charles Williams.

BACHELOR OF INDUSTRIAL ENGINEERING

James Thomas Cook; James Orr Currie; Wilson Eugene Curtis; Ralph Edward Dunkel; Richard Kramer Fairley; Harry Junior Grashel; Carl Emil Holdren; Charles Harris Huffman, B.Sc. in Edu.; Fred Andrew Mosher.

BACHELOR OF MECHANICAL ENGINEERING

Floyd Irville Abel; Raymond Francis Bookmyer; Austin Courtenay Brightman; Carl Alpheus Drake; James Alexander Eibling; Edison Reynolds Harrison; John Martin Heldack; John Pershing Krouse; Robert Edgar Sperry; Harry McWalter Valentine; Sherrod Lewis Vaughn.

BACHELOR OF METALLURGICAL ENGINEERING

George Edward Hugus.

BACHELOR OF LAWS

Clarence Allen Covington, Jr., A.B. (Ohio University); Morris Greenspun, B.A.; David Allen Guberman, B.A.; John Edward Harmon, B.A.; Wilford Harold Heaton; Rollin Lee Petersen.

BACHELOR OF SCIENCE IN PHARMACY

Benjamin Sanford Klein; Wayne Adams Sharpe.

CERTIFICATE OF GRADUATE NURSE

Minerva Mae Burner; Helen Pauline Helfrich; Marjorie Kennedy; Betty Sherwood.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

The Acting President now presented the report of the Board of Directors of the Ohio State University Development Fund covering the progress to date of the first annual campaign.

He also presented the budget as recommended by the Board of Directors of the Ohio State University Development Fund for the calendar year beginning January 1, 1940. This budget totaled \$18,070.

Upon motion of Dr. Russell, seconded by Mr. Atkinson, the Board by unanimous vote approved the budget as recommended, and appropriated \$18,070 from the Interest on Endowment Fund for said purpose.

* * * * *

Acting President McPherson presented the following report prepared by a special committee authorized by the Board of Trustees at its meeting held May 8, 1939, for the purpose of developing a plan for the operation of Residence Halls for women and for men, and recommended its approval:

OPERATION OF RESIDENCE HALLS

The Residence Halls of the University shall be under the direction of a Housing Council. The President of the University shall serve as Chairman of the council. The other members of the council shall be: the Dean of Women, the Dean of Men, the Business Manager, and the Director of Dining Halls. The Housing Council shall have charge of and be responsible for the operation of all Residence Halls, and shall prepare such rules and regulations as it may deem necessary.

The Dean of Women shall be responsible for the administration of the Residence Halls for Men through the Superintendents and Head Residents who shall serve under her direction.

The Dean of Men shall be responsible for the administration of the Residence Halls for Men through the Superintendents who shall serve under his direction.

The Business Manager shall supervise and audit all financial transactions involved in the operation of the Residence Halls.

The Director of Dining Halls shall be responsible for the planning, preparation, and serving of all meals, and the personnel necessary for this work.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Board by unanimous vote approved the plan of operation of the Residence Halls as contained in the report of the special committee.

* * * * *

The Board now went into executive session.

The Board convened in regular session at 2:30 P. M.

* * * * *

Acting President McPherson stated that as a result of the loss by fire on March 3, 1939, of the large Hess Barn in which research in beef cattle feeding was being carried on, and on September 29, 1939, of the Sells Barn which was used as a laboratory for the Department of Agronomy, it will be necessary to ask the State Emergency Board for funds to replace these buildings inasmuch as the policy of the state will not permit the University to carry fire insurance on its buildings.

Dean Cunningham, of the College of Agriculture, has had plans prepared for a building to carry on the beef cattle feeding experiments which the University Architect has estimated will cost \$15,000, and for an Implement Shed estimated to cost \$3,500.

The research and instruction work formerly done in the Sells Barn by the Department of Agronomy can be carried forward in the Lane Avenue School House which has been purchased for \$7,500, with the approval of the State Emergency Board.

Dean Cunningham reported further that the equipment and supplies totally destroyed by these two fires inventory at \$5,461.94.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the Board by unanimous action directed the Secretary to make formal request of the State Emergency Board for \$15,000 to be used in the construction of a Beef Cattle Feeding Barn, and for \$5,000 for the replacement of the equipment destroyed by fire, and for \$3,500 to be used in construction of an Implement Shed.

* * * * *

Acting President McPherson presented to the Board a proposed plan for a Public Health Institute.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, a committee consisting of Dr. Russell, Dr. Altmaier, and Mr. Thompson, was appointed to consider this report and present its recommendations to the Board at the next meeting.

* * * * *

Upon motion of Mr. Atkinson, seconded by Dr. Altmaier, Mr. Thomas D. Phillips was elected Associate Professor of Agriculture at an annual salary of \$3,468, on a twelve months basis, effective December 1, 1939, with the understanding that Associate Professor Phillips will be attached to the office of the Dean of the College of Agriculture and will be assigned such duties as the Dean may prescribe from time to time.

* * * * *

The Secretary now reported the following items to the Board:

The receipt on November 25, 1939, of \$6,176.64 from the Ohio National Bank of Columbus, Ohio, executor of the Will of Marietta Comly, this amount represents payment in full of the residuary bequest in Item XI of the Will, and establishes the Comly and Coleman Fund for Medical Students;

The acquisition and receipt of deed for 3 acres of land on Flen- niken Pike, from the Estate of John H. Harrison, for which \$3,250 was paid from the Interest on Endowment Fund, as authorized by the Board under date of October 9, 1939.

* * * * *

The Secretary reported that following the action taken by the Board relative to the proposed purchase of the Lane Avenue School building, the State Emergency Board visited the site, and it was explained to the Emergency Board that the Trustees proposed to use this building as a Food Storage Building and for the work in Agronomy formerly carried on in the Sells Baru which had been destroyed by fire.

The State Emergency Board then gave its approval to the University's offering a bid of \$7,500 for the property, with the understanding that formal request for this sum will not be made of the Emergency Board until after January 1, 1940.

Upon motion of Dr. Russell, seconded by Mr. Atkinson, the Secretary was directed to make formal request of the State Emergency Board for the sum of \$7,500 to cover the purchase price of the Lane Avenue School House.

* * * * *

The Secretary advised the Board that bids covering the Deaerating Heater for Domestic Hot Water in the Power Plant, as readvertised, will be received on December 15, 1939, at 2 o'clock.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the Maintenance Engineer's estimate, to recommend to the Director of Public Works the award of contract to the lowest and best bidder. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its June 12, 1939 meeting, the Cabinet has authorized the following change orders:

<i>Faculty Assembly Unit</i> (PWA Docket No. Ohio 2158-F)	
Trapp-Carroll Company—Contract No. 2 (General)	
Precast terrazzo stringers on the front of the main stair.....	\$300.00
Increase the depth of column footing No. 20.....	37.51
	\$337.51
<i>Women's Dormitories</i> (PWA Docket No. Ohio 2095-F)	
Huffman-Wolfe Company—Contract No. 4 (Plumbing)	
Additional plumbing in connection with the Superintendent's suite in Unit B.....	\$468.00
Install a condensate tank to receive condensate from steam traps, kitchen equipment.....	53.00
	\$521.00
E. Elford and Son—Contract No. 4 (General)	
Re-arrange plan of Superintendent's suite (proposal dated April 15, 1939)	\$508.68
Reinforcing frames of certain cased openings to receive future hardware (proposal dated May 12, 1939).....	126.00
Furnishing cylinders for locks, master-keyed with present dormitory (proposal of May 19, 1939).....	290.18
Additional nailing blocks under main cornice of Unit B (proposal dated September 14, 1939).....	33.48
	\$958.34
<i>Men's Dormitory</i> (PWA Docket No. Ohio 1990-F)	
E. Elford and Son—Contract No. 3 (General)	
Furnish and install two built-in kitchen units in Rooms 103 and 176 (Staff Apts.) as per proposal of October 16, 1939.....	\$902.00

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on November 21, 1939, for "B" Addition to Journalism Building (PWA Docket No. Ohio 1986-F) and contracts awarded thereon:

CABINET MINUTES

November 21, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. McPherson, Smith, Elleman, Steeb, and R. E. Kinnear, Chief Resident Engineer Inspector of the Federal Works Agency.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on November 13, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for "B" Addition to Journalism Building (PWA Docket No. Ohio 1986-F) as per advertisement. The following bids were received, read and tabulated:

Division 1 — General Contract

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. 1 (deduct)</i>	<i>Alt. 2 (deduct)</i>
S. J. Isabel and Son.....	\$27,700	\$27,700	\$4,057	\$125
Trapp-Carroll Company.....	24,880	25,000	4,688	175
Robert H. Evans and Company.....	24,171	25,000	4,150	170
E. J. Mulligan.....	26,878	30,000	4,300	160
L. M. Leonard Company.....	26,339	27,000	4,200	170
Geis Construction Company.....	27,594	30,000	4,100	160

Division 2 — Heating and Ventilating

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. 1 (deduct)</i>	<i>Alt. 3 (deduct)</i>
W. H. Spohn Plumbing Company...\$	2,565	\$ 3,000	\$ 181	\$ 60
Eastern Plumbing Company.....	2,987	3,000	355	90
The Emrich Company.....	2,388	2,500	680	64
North Side Plumbing Company.....	2,946	3,000	480	125
J. F. Oelgoetz Company.....	2,488	5,000	580	80
Huffman-Wolfe Company.....	2,220	3,000	470	60

Division 3 — Plumbing

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. 1 (deduct)</i>	<i>Alt. 2 (deduct)</i>
North Side Plumbing Company.....\$	2,425	\$ 2,500	..	\$812
J. F. Oelgoetz Company.....	2,284	5,000	\$ 55	258
Eastern Plumbing Company.....	2,620	3,000	50	160
Huffman-Wolfe Company.....	2,180	3,000	70	330
W. H. Spohn Plumbing Company...\$	2,185	3,000	..	327

Division 4 — Electric Work

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. 1 (deduct)</i>	<i>Alt. 3 (deduct)</i>	<i>Alt. 4 (deduct)</i>
Electric Power Equipment Co. \$	1,353	\$1,500	\$229	\$20	\$208
Superior Electric Engr. Co....	1,657	1,700	232	17	243
Gustav Hirsch Organization..	1,240	1,250	85	35	163
Wing Electric Company.....	1,385	2,000	184	..	172

Explanation of Alternates:

- No. 1 — Omit 22' 0" in the length of the building.
 No. 2 — Omit toilets.
 No. 3 — Omit Vent Fan.
 No. 4 — Omit lighting fixtures.

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

November 21, 1939.

The Cabinet met in the office of the Secretary at 4:00 P. M.

Present: Messrs. McPherson, Smith, Elleman and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received November 21, 1939, for "B" Addition to Journalism Building (PWA Docket No. Ohio 1986-F).

November 21, 1939.

University Cabinet, "B" Addition to Journalism Building, Administration Building. Ohio State University (OH-1986-F)

Gentlemen:

Acting under instructions from the University Cabinet I have carefully examined the proposals received by the Cabinet pursuant to an advertisement for bids on the construction of the proposed "B" Addition to Journalism Building, at Ohio State University heretofore published on the 11th day of November, 1939, which said bids were opened and publicly read at 2 o'clock P. M. on the 21st day of November, 1939, and I submit the following report:

- (1) The base bid of the Robert H. Evans and Company, for Division 1, General Construction, when reduced by Alternate No. 1 is the lowest bid submitted by any responsible bidder, and is below the estimate of \$20,749.93, filed with the Auditor of State.
- (2) The base bid of The Huffman-Wolfe Company, for Division 2, Heating and Ventilating, when reduced by Alternate No. 1 is the lowest bid submitted by any responsible bidder, and is below the net estimate of \$2,315 filed with the Auditor of State.
- (3) The base bid of The Huffman-Wolfe Company, for Division 3, Plumbing, when reduced by Alternate No. 1 is the lowest bid submitted by any responsible bidder, and is below the estimate of \$2,454.12 filed with the Auditor of State.
- (4) The base bid of The Electric Power Equipment Company, for Division 4, Electric Work, when reduced by Alternate No. 1, is the lowest bid submitted by any responsible bidder, and is below the estimate of \$1,350.95 filed with the Auditor of State.

I, therefore, recommend, under authority granted by the Board of Trustees of the Ohio State University at its meeting held November 13, 1939, that the University Cabinet recommend to the State Director of Public Works the award of contracts as listed herein, the awards not becoming effective until the awardees have been notified by the Secretary of the Board of Trustees of the Ohio State University of the award of the pertinent contract:

<i>Division 1 — General Contract — Robert H. Evans and Co., Columbus, Ohio</i>	
Base Bid.....	\$24,171
Less Alternate No. 1.....	4,150
Net amount of bid.....	\$20,021.00
<i>Division 2 — Heating and Ventilating — The Huffman-Wolfe Company, Columbus, Ohio</i>	
Base Bid.....	\$ 2,220
Less Alternate No. 1.....	470
Net amount of bid.....	\$ 1,750.00
<i>Division 3 — Plumbing — The Huffman-Wolfe Company, Columbus, Ohio</i>	
Base Bid.....	\$ 2,180
Less Alternate No. 1.....	70
Net amount of bid.....	\$ 2,110.00
<i>Division 4 — Electric Work — The Electric Power Equipment, Company, Columbus, Ohio</i>	
Base Bid.....	\$ 1,353
Less Alternate No. 1.....	229
Net amount of bid.....	\$ 1,224.00
Total of Contracts to be awarded.....	\$25,005.00
Available for Engineering and Contingencies.....	5,602.78
	\$30,607.78
Owner's Funds.....	No balance
Balance available from original Government Grant, as of November 21, 1939.....	\$30,607.78
	\$30,607.78

Very truly yours,
 (Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of these actions of the Cabinet.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary presented the following report of the University Architect and actions of the Cabinet relative to bids received on certain readvertised items for Miscellaneous Construction, Finish, Furnishings and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and for Miscellaneous Construction, Finish, Furnishings and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), and contracts awarded thereon:

CABINET MINUTES

November 16, 1939.

The Cabinet met in Room 100 of the Administration Building at 2:00 P. M.

Present: Messrs. McPherson, Smith, Elleman, Steeb and Mr. R. E. Kinnear, Chief Resident Engineer Inspector of the Federal Works Agency.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on September 18, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for (1) Miscellaneous Construction, Finish, Furnishings and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), Items 601-617 inclusive and Item 619, and (2) Miscellaneous Construction, Finish, Furnishings and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), Items 508-515 inclusive, as per advertisement. The following bids were received, read and tabulated:

<i>Men's Dormitory — Miscellaneous Equipment (Items 601-617 incl. and Item 619)</i>			
<i>Bidder</i>	<i>Items 601-617</i>	<i>Item 619</i>	<i>Bond</i>
The Electric Power Equipment Company	\$2,455.78	\$420	\$3,000
Carl B. Frey, Inc.	2,466.20	2,500
<i>Women's Dormitories — Miscellaneous Equipment (Items 508-515 incl.)</i>			
<i>Bidder</i>	<i>Amount</i>	<i>Bond</i>	
Southern Equipment Company	\$4,196.20	\$4,196.20	
John Van Range Company	3,728.72	3,728.72	

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

November 16, 1939.

The Cabinet met in the office of the Secretary at 4 P. M.
Present: Messrs. McPherson, Smith, Elleman and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received November 16, 1939, for (1) Items 601-617 inclusive and Item 619, Miscellaneous Construction, Finish, Furnishings and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and (2) Items 508-515 inclusive, Miscellaneous Construction, Finish, Furnishings and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F).

November 16, 1939.

University Cabinet
Administration Building OH-1990-F (Men's Dormitories)
Equipment Bids

Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet and opened at 2 p. m., November 16, 1939, pursuant to readvertisement for Lighting Fixtures, Items 601-617 inclusive, and Paging System, Item 619, of Miscellaneous Construction, Finish, Furnishings and Equipment for the Men's Dormitory (PWA Docket No. Ohio 1990-F), and submit the following report:

The low bid of The Electric Power Equipment Company on Lighting Fixtures, in the sum of \$2,455.78, is regular in every respect and below the revised estimate of \$2,484 filed with the Auditor of State.

The only bid received on the Paging System is that of

The Electric Power Equipment Company in the sum of \$420. It is regular in every respect, and is below the revised estimate of \$480.

I, therefore, recommend, under authority granted by the Board of Trustees of the Ohio State University at its meeting held September 18, 1939, that the University Cabinet recommend to the State Director of Public Works the award to The Electric Power Equipment Company in the total sum of \$2,875.78, in the form of a change order, adding this amount to Contract No. 7, dated April 11, 1939.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

November 16, 1939.

University Cabinet
Administration Building OH-2095-F (Women's Dormitories)
Equipment Bids

Gentlemen:

Acting under instructions from the University Cabinet, I have carefully examined the proposals received by the Cabinet and opened at 2 p. m., November 16, 1939, pursuant to readvertisement for Built-in Tables and Sinks, Items 508-515 inclusive, of Miscellaneous Construction, Finish, Furnishings and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F), and submit the following report:

The low bid of the John Van Range Company, in the sum of \$3,728.72, is regular in every respect, and is below the revised estimate of \$4,120 filed with the Auditor of State.

I, therefore, recommend, under authority granted by the Board of Trustees at its meeting held September 18, 1939, that the University Cabinet recommend to the State Director of Public Works the award of the John Van Range Company in the sum of \$3,728.72, and that documents relating to this award be included with the documents relating to the award to the John Van Range Company recommended August 31, 1939, and approved by the Associate Regional Director, PWA (Ohio) on September 9, 1939, in the sum of \$3,423.56 for Items 365-372 inclusive, and that the total Contract Agreement be now executed in the total sum of \$7,152.28.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion, the above recommendation of the University Architect was approved, and the Architect was directed to advise the Director of Public works of these actions of the Cabinet.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

12-11-'39

The Secretary presented the following communication under date of December 9, 1939, from the Mid-State Realty Company, expressing their willingness to accept the sum of \$23,000 as rental for Neil Hall for the calendar year 1940:

December 9, 1939.

Mr. Carl E. Steeb, Business Manager
Ohio State University
Columbus, Ohio

Dear Mr. Steeb:

We wish to confirm our conversation and hereby express our willingness to accept the sum of Twenty Three Thousand (\$23,000) Dollars as rental for Neil Hall for the ensuing calendar year.

It being also understood that the terms of the lease agreement insofar as the period after 1940 is concerned are not modified in any way by this adjustment.

Yours very truly,

THE MID-STATE REALTY COMPANY
(Signed) Harry V. Anderson, *President*.

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Board by unanimous vote approved the proposal of the Mid-State Realty Company under date of December 9, 1939, and directed the Secretary to pay to said company the rental for the year 1940 for Neil Hall as fixed at \$23,000.

* * * * *

Mr. Rummell now presented the following resolution and moved its adoption:

WHEREAS, the Livestock Judging Team, coached by Professor Donald J. Kays, has brought renown to The Ohio State University by winning first honors in inter-collegiate judging at the International Livestock Exposition at Chicago recently against twenty-eight other teams, and

WHEREAS, further national recognition has come to The Ohio State University through the winnings of the livestock of this institution;

THEREFORE, BE IT RESOLVED that the Board of Trustees hereby express to Dean Cuninghame, to members of the Department of Animal Husbandry, and to the members of the Judging Team, its sincere congratulations.

This motion was seconded by Mr. Atkinson, and upon roll call was unanimously approved.

* * * * *

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the action of the Board taken under date of September 18th increasing the salaries of those persons on the University staff eligible for Collective or Group Life Insurance \$1 per month effective December 1, 1939, was amended by unanimous vote to read "effective as of January 1, 1940."

* * * * *

Mr. Dargusch, Chairman of the committee on the Plan for Retirement Income and the Collective or Group Life Insurance Plan,

now made a verbal report of the studies made by his committee, together with the Faculty Committee, which resulted in the selection of the John Hancock Mutual Life Insurance Company as the carrier for the Collective or Group Life Insurance Plan.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the recommendation of the committee that the John Hancock Mutual Life Insurance Company be selected as the carrier for the Collective or Group Life Insurance Plan was approved by unanimous vote.

* * * * *

The Secretary now presented the following communication from the University Architect:

December 11, 1939.

Mr. C. E. Steeb, Secretary
Board of Trustees
Ohio State University

Dear Sir:

We have prepared specifications for the supply lines from the street mains to the new Men's and Women's Dormitories and the proposals received for installation are tabulated as follows:

<i>Men's Dormitory</i> (PWA Docket No. Ohio 1990-F)	
The Huffman-Wolfe Company.....	\$1,110.00
The W. H. Spohn Plumbing Company.....	1,179.00
<i>Women's Dormitories</i> (PWA Docket No. Ohio 2095-F)	
The Huffman-Wolfe Company.....	\$ 875.00
The W. H. Spohn Plumbing Company.....	798.00

We recommend that the low bid of the Huffman-Wolfe Company on the Men's Dormitory Water Supply line, dated November 23, 1939, in the sum of \$1,110 be accepted and that this amount be included in a Change Order on Contract No. 5, WPA Project OH-1990-F, and recommended to the Federal Works Agency for approval and inclusion in the grant base for that project.

We also recommend that the low bid of the W. H. Spohn Plumbing Company on the Women's Dormitories Water Supply line, dated November 23, 1939, in the sum of \$798, be accepted and that this amount be included in a Change Order on Contract No. 5, PWA Project OH-2095-F, and recommended to the Federal Works Agency for approval and inclusion in the grant base for that project.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the Board by unanimous vote approved the above recommendations of the University Architect.

* * * * *

Thereupon the Board adjourned to meet on Monday, January 8, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND TWENTY-FIRST MEETING OF THE
BOARD OF TRUSTEES

Columbus, Ohio, January 8, 1940.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier,
Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr.
Burrell Russell and Lockwood Thompson.

* * * * *

The minutes of the last meeting were approved.

* * * * *

By general agreement, the Board of Trustees entered into executive session.

11:30 A. M.

The Board now resumed its regular session.

* * * * *

Mr. Rummell presented for record the following action taken by the Board during its executive session:

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, Mr. Howard Landis Bevis was, by unanimous vote, elected President of The Ohio State University; the salary and date on which President-elect Bevis will take office will be determined at a special meeting of the Board to be held on Sunday, January 14, 1940.

* * * * *

Mr. Rummell now offered the following motion:

That the Board of Trustees express its deep appreciation to the members of the special committees from the faculty and from the alumni who have rendered valuable assistance to the Board in the appraisal of persons to be considered for the office of president of The Ohio State University.

This motion was seconded by Mr. Thompson and was upon roll call unanimously approved.

* * * * *

Acting President McPherson now presented the appointments for the Summer Quarter of 1940 and stated that the total of these Summer Quarter appointments is \$57,373, which is \$1,048 less than the amount authorized by the Board of Trustees at its meeting of November 13, 1939. The Acting President stated further that persons to fill some of the proposed positions have not yet been selected.

Summer Quarter Appointments

Name	Title	Period	Rate for Period
<i>College of Agriculture</i>			
<i>School of Home Economics</i>			
(To be named later)	Instructor	Su. Qr.	\$ 225.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
R. Perry Elrod	Graduate Assistant	Su. Qr.	150.00
Sol Haberman	Graduate Assistant	Su. Qr.	150.00
Helen I. Knott	Graduate Assistant	1st term, Su. Qr.	75.00
S. B. Rosenman	Graduate Assistant	1st term, Su. Qr.	75.00
Paul J. Kadull	Graduate Assistant	Su. Qr.	150.00
<i>Chemistry</i>			
*Wallace R. Brode	Professor	Su. Qr.	850.00
Earl W. Balis	Assistant	Su. Qr.	400.00
(To be named later)	Assistant	1st term, Su. Qr.	100.00
<i>Classical Languages</i>			
(To be named later)	Lecturer	Su. Qr.	500.00
<i>English</i>			
Bennett Weaver	Lecturer	Su. Qr.	1,000.00
<i>German</i>			
Arne O. Lindberg	Graduate Assistant	Su. Qr.	150.00
F. W. Werking	Graduate Assistant	Su. Qr.	150.00
Walter DeVold	Graduate Assistant	Su. Qr.	150.00
Robert H. Esser	Graduate Assistant	Su. Qr.	150.00
<i>History</i>			
George F. Howe	Professor	Su. Qr.	1,000.00
T. W. Riker	Professor	Su. Qr.	1,000.00
<i>Romance Languages</i>			
Sheldon C. Robertson	Assistant	Su. Qr.	150.00
<i>Speech</i>			
Roy D. Murphy	Assistant	Su. Qr.	300.00
Dorothy B. Bang	Assistant	Su. Qr.	300.00
<i>College of Commerce and Administration</i>			
<i>Accounting</i>			
*Hermann C. Miller	Professor	2nd term, Su. Qr.	450.00
*Russell Willcox	Associate Professor	1st term, Su. Qr.	400.00
*W. J. Fleig	Instructor	Su. Qr.	500.00
<i>Business Organization</i>			
*T. N. Beckman	Professor	2nd term, Su. Qr.	500.00
Elmore Petersen	Professor	1st term, Su. Qr.	500.00
*Felix E. Held	Professor	Su. Qr.	1,000.00
*Carey W. Bowers	Assistant Professor	1st term, Su. Qr.	250.00
<i>Geography</i>			
Alford Archer	Assistant	1st term, Su. Qr.	150.00
Lowry B. Karnes	Assistant	1st term, Su. Qr.	150.00
Arthur H. Robinson	Assistant	1st term, Su. Qr.	150.00
<i>School of Social Administration</i>			
R. G. Paterson	Professor	1st term, Su. Qr.	250.00
*W. C. Batchelor	Associate Professor	Su. Qr.	800.00
<i>Sociology</i>			
(To be named later)	Assistant	1st term, Su. Qr.	300.00
(To be named later)	Assistant	2nd term, Su. Qr.	300.00
<i>College of Education</i>			
<i>Education</i>			
(To be named later)	Professor	Su. Qr.	1,100.00
(To be named later)	Professor	Su. Qr.	1,150.00

* (Special Contracts)

(To be named later)	Professor	Su. Qr.	1,100.00
(To be named later)	Professor	2nd term, Su. Qr.	550.00
W. C. Croxton	Associate Professor	2nd term, Su. Qr.	525.00
M. M. Chambers	Associate Professor	1st term, Su. Qr.	475.00
*A. H. Mochlman	Associate Professor (part time)	Su. Qr.	450.00
(To be named later)	Associate Professor	2nd term, Su. Qr.	600.00
Gladys Risden	Assistant Professor	Su. Qr.	600.00
David H. Sutton	Assistant Professor	Su. Qr.	1,000.00
(To be named later)	Assistant Professor	1st term, Su. Qr.	400.00
(To be named later)	Assistant Professor	1st term, Su. Qr.	500.00
(To be named later)	Assistant Professor	Su. Qr.	150.00
L. K. Replogle	Lecturer	1st term, Su. Qr.	250.00
Elroy Bollinger	Lecturer	1st term, Su. Qr.	300.00
Merle R. Sumption	Instructor	Su. Qr.	400.00
R. Lee Hornbake	Instructor	Su. Qr.	400.00
*Orin B. Graff	Instructor	Su. Qr.	500.00
H. L. Shabler	Instructor	1st term, Su. Qr.	175.00
A. W. Anderson	Instructor	Su. Qr.	500.00
Inez R. Wells	Instructor	1st term, Su. Qr.	175.00
(To be named later)	Instructor	1st term, Su. Qr.	225.00
(To be named later)	Instructor	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	225.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00
(To be named later)	Assistant	Su. Qr.	300.00

Fine Arts

*Erwin F. Frey	Associate Professor	Su. Qr.	667.00
*Will Rannells	Assistant Professor	1st term, Su. Qr.	300.00
*R. M. Gattrell	Assistant Professor	Su. Qr.	466.00
*Edgar Littlefield	Assistant Professor	Su. Qr.	500.00
(To be named later)	Assistant Professor	1st term, Su. Qr.	250.00
*Anita Landacre	Instructor	1st term, Su. Qr.	200.00
Margaret Fetzer	Instructor	Su. Qr.	400.00
(To be named later)	Assistant	1st term, Su. Qr.	125.00

Music

*E. J. Weigel	Professor and Chairman	1st term, Su. Qr.	550.00
*L. H. Diercks	Professor	1st term, Su. Qr.	500.00
Rudolph Ringwall	Professor	1st term, Su. Qr.	225.00
(To be named later)	Professor	1st term, Su. Qr.	450.00
(To be named later)	Professor	1st term, Su. Qr.	225.00
*M. R. Whitcomb	Assistant Professor	1st term, Su. Qr.	340.00
*G. E. Hardesty	Assistant Professor	1st term, Su. Qr.	240.00
Ralph Rush	Assistant Professor	1st term, Su. Qr.	150.00
*Dale V. Gilliland	Assistant Professor	1st term, Su. Qr.	300.00
Dorothy Lord	Assistant Professor	1st term, Su. Qr.	300.00
*William B. McBride	Assistant Professor	Su. Qr.	480.00
Olwen Jones	Assistant Professor	1st term, Su. Qr.	300.00
*M. Edith Jones	Assistant Professor	1st term, Su. Qr.	300.00
(To be named later)	Assistant Professor	1st term, Su. Qr.	150.00
*Clare E. Grundman	Instructor	1st term, Su. Qr.	340.00
Eleanor Anawalt	Assistant	2nd term, Su. Qr.	240.00
S. R. Goldman	Assistant	Su. Qr.	480.00

Psychology

Vernon Jones	Professor	1st term, Su. Qr.	900.00
Harvey C. Lehman	Professor	1st term, Su. Qr.	600.00

University School

*Cecile Swales	Instructor in charge	1st term, Su. Qr.	400.00
Blanche Kent	Instructor	1st term, Su. Qr.	300.00
*Nelle Morris	Instructor	1st term, Su. Qr.	300.00
*Mary Jane Loomis	Instructor	1st term, Su. Qr.	300.00

* (Special Contracts)

*Louise Asplund	Instructor	1st term, Su. Qr.	300.00
Beth Thewlis	Instructor	1st term, Su. Qr.	300.00
Ray Snyder	Instructor	1st term, Su. Qr.	200.00
*Catharine Williams	Instructor	1st term, Su. Qr.	300.00
Harold Shane	Instructor	1st term, Su. Qr.	250.00
(To be named later)	Instructor	1st term, Su. Qr.	300.00
Elizabeth Hogue	Assistant	1st term, Su. Qr.	100.00
John Marquis	Assistant	1st term, Su. Qr.	100.00
Marian Bell	Assistant to Observers	1st term, Su. Qr.	50.00
(To be named later)	Assistant to Observers	1st term, Su. Qr.	50.00
<i>College of Engineering</i>			
<i>Chemical Engineering</i>			
G. W. Machwart	Associate Professor	Su. Qr.	500.00
(To be named later)	Associate Professor	Su. Qr.	500.00
George B. Hughey	Assistant	Su. Qr.	150.00
<i>Civil Engineering</i>			
*H. C. Sloane	Professor and Camp Director	1st term, Su. Qr.	600.00
*John M. Montz	Associate Professor	1st term, Su. Qr.	400.00
*Claude H. Wall	Associate Professor	1st term, Su. Qr.	350.00
Earl Burnett	Cook	1st term, Su. Qr.	120.00
<i>Electrical Engineering</i>			
*Jerome Williams	Instructor	Su. Qr.	450.00
(To be named later)	Graduate Assistant	Su. Qr.	150.00
(To be named later)	Graduate Assistant	Su. Qr.	150.00
<i>Industrial Engineering</i>			
(To be named later)	Student Assistant	Su. Qr.	150.00
(To be named later)	Student Assistant	Su. Qr.	150.00
(To be named later)	Student Assistant	Su. Qr.	150.00
<i>College of Law</i>			
(To be named later)	Instructors	Su. Qr.	1,100.00
(To be named later)	Instructors	1st term, Su. Qr.	1,100.00
(To be named later)	Instructors	2nd term, Su. Qr.	1,100.00
<i>College of Medicine</i>			
<i>Physiology</i>			
(To be named later)	Graduate Assistant	Su. Qr.	150.00
<i>President's Division</i>			
<i>Franz Theodore Stone Laboratory</i>			
*R. C. Osburn	Professor	2nd term, Su. Qr.	375.00
Ralph V. Bangham	Professor	1st term, Su. Qr.	300.00
(To be named later)	Professor	Su. Qr.	600.00
W. F. Hahnert	Associate Professor	Su. Qr.	600.00
*B. S. Meyer	Associate Professor	Su. Qr.	600.00
Marion W. Boesel	Assistant Professor	Su. Qr.	500.00
Bertil G. Anderson	Assistant Professor	Su. Qr.	600.00
Earl L. Core	Assistant Professor	Su. Qr.	600.00
Frederick E. Lyman	Assistant	Su. Qr.	300.00
Leonard R. Wilson	Lecturer	1st term, Su. Qr.	100.00
W. C. Muenscher	Lecturer	1st term, Su. Qr.	100.00
*E. N. Transeau	Lecturer	1st term, Su. Qr.	100.00
<i>Physical Education for Men</i>			
*Delbert Oberteuffer	Professor	Su. Qr.	1,000.00
*Francis A. Schmidt	Professor	1st term, Su. Qr.	450.00
*C. C. Cowell	Associate Professor	1st term, Su. Qr.	450.00
*W. P. Asbrook	Associate Professor	1st term, Su. Qr.	400.00
*Walter E. Duffee	Associate Professor	1st term, Su. Qr.	200.00
Floyd Stahl	Instructor	1st term, Su. Qr.	350.00
<i>Physical Education for Women</i>			
*Gladys E. Palmer	Professor	1st term, Su. Qr.	500.00
(To be named later)	Professor	1st term, Su. Qr.	500.00
*Violet Boynton	Associate Professor	1st term, Su. Qr.	400.00
*Geneva Watson	Assistant Professor	1st term, Su. Qr.	375.00

* (Special Contracts)

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the budget as presented by the Acting President for the Summer Quarter of 1940 was approved with the understanding that the President is authorized to select persons for the present unfilled positions provided that such appointments are kept within the total amount of the budget as approved.

* * * * *

Acting President McPherson now recommended the appointment of Homer S. Porteus as County Agricultural Agent in Marion County, Agricultural Extension Service, at a salary of \$2562, effective January 16, 1940.

Dr. Altmaier moved that the nomination of Mr. Porteus as County Agricultural Agent in Marion County be not approved at this time pending further investigation. This motion was seconded by Mr. Atkinson and the roll call was as follows:

Ayes: Messrs. Altmaier, Atkinson, Russell, Thompson, and Miss Campbell.

Nays: Messrs. Rummell and Dargusch.

The Chairman declared the motion carried.

* * * * *

The Acting President recommended that Donald J. Kays, Professor in the Department of Animal Husbandry, be elected Professor and Chairman of the Department of Animal Husbandry, effective July 1, 1940.

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the above recommendation of the Acting President was upon roll call approved.

* * * * *

Acting President McPherson presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
S. L. Anderson	Co. Agr. Agent, Marion County (Mr. Anderson died December 1, 1939)	Dec. 31, 1939	\$ 3,264.00
Homer S. Porteus	Co. Agr. Agent, Delaware County	Jan. 15, 1940	2,550.00
Paul M. Cunningham	Asst. Co. Agr. Agent, Wayne County	Jan. 15, 1940	2,346.00
Patricia Kelly	Student Stenographer	Dec. 31, 1939	480.00
<i>College of Agriculture</i>			
<i>Animal Husbandry</i>			
Melvin H. Hazaleus	Graduate Assistant	Dec. 31, 1939	450.00
Albert Koteles	Student Laborer	Dec. 31, 1939	240.00
<i>Horticulture and Forestry</i>			
Wesley P. Judkins	Graduate Assistant	Dec. 31, 1939	450.00
Charles Arnold	Student Laborer	Dec. 31, 1939	600.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Ronald T. Ingle	Assistant	Dec. 31, 1939	1,000.00
Arthur N. Gorelick	Graduate Assistant	Dec. 31, 1939	450.00

<i>Chemistry</i>			
Robert H. Arrowsmith	Research Assistant	Dec. 31, 1939	800.00
Junior A. Gearhart	Graduate Assistant	Dec. 31, 1939	450.00
<i>History</i>			
Dorothy Rice	Departmental Library Assistant	Dec. 31, 1939	600.00
<i>College of Education</i>			
<i>Education</i>			
Mary S. Lyle	Graduate Assistant	Dec. 31, 1939	300.00
<i>Psychology</i>			
Milton M. Parker	Assistant	Dec. 31, 1939	954.00
Claude F. Bridges	Graduate Assistant	Dec. 31, 1939	450.00
<i>College of Engineering</i>			
<i>Administration</i>			
Mildred Fay Johnson	Assistant (part time)	Dec. 31, 1939	320.00
<i>College of Medicine</i>			
<i>Pathology</i>			
Louis McDonald	Student Assistant	Dec. 31, 1939	150.00
<i>Physiology</i>			
Harold W. Schultz	Instructor	Dec. 31, 1939	2,040.00
<i>Surgical Research</i>			
Marinda R. Wickham	Assistant in Research Surgery	Dec. 31, 1939	750.00
<i>Starling-Loving Hospital—Housekeeping</i>			
Frances Moore	Janitress	Jan. 7, 1940	588.00
<i>Nursing Care—Rotary</i>			
Ina Diehl	General Duty Nurse	Dec. 23, 1939	900.00
Leota Snyder	General Duty Nurse	Jan. 7, 1940	900.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Ruth Evans	Stenographer	Dec. 31, 1939	1,620.00
<i>Physical Plant Division</i>			
<i>Roads and Grounds</i>			
George Osburn	Laborer	Oct. 31, 1939	630.00
<i>Janitor Service</i>			
Charles H. Carter	Janitor	Dec. 31, 1939	1,440.00
	(Mr. Carter died December 8, 1939)		
<i>Stores and Receiving—Warehouse</i>			
Fred Collier	Laborer	Dec. 31, 1939	960.00
<i>Pomerene Refectory</i>			
Florence Fitzgerald	Counter Assistant	Dec. 31, 1939	600.00
Elizabeth Wenger	Cook	Dec. 31, 1939	432.00
*	*	*	*
*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Paul M. Cunningham	Co. Agr. Agent, Delaware County	Jan. 16, 1940		\$ 2,562.00
Mary Garvin	Stenographer	Dec. 18, 1939		960.00

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*College of Agriculture**Agricultural Education*

Ray Fife	Professor	Jan. 2, 1940	Wi.Sp.	2,500.00
	*(Salary to be paid from George-Deen funds)			period

Agricultural Engineering

A. C. Rhoten	Handyman	Jan. 1, 1940 for 2 months		200.00
				period

Animal Husbandry

Frederick H. Coe	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	450.00
Warren Weininger	Student Laborer	Jan. 1, 1940		240.00

Dairy Technology

Corinne Linek	Clerk	Dec. 1, 1939		1,152.00
	(Salary to be paid from Rotary No. 7250)			

School of Home Economics

Frances F. Mauck	Assistant Professor	Jan. 1, 1940	Wi.Sp.	2,664.00
*Dorothy D. Scott	Assistant Professor	June 1, 1940 for 1 month		300.00
	*(Salary to be paid from George-Deen funds)			period
**Helena Stokes	Assistant (part time)	Jan. 1, 1940	Wi.Sp.	300.00
	**(Salary to be paid from Rotary Fund No. 8211)			period

Horticulture and Forestry

Fred Hartman	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	450.00
Lawrence Holl	Student Laborer	Jan. 1, 1940		600.00

Zoology and Entomology

Tien Hsi Cheng	Research Assistant	Jan. 2, 1940 for 6 months		600.00
	(Salary to be paid from the Huntington Laboratories Fund—Rotary No. 7320)			period

*College of Arts and Sciences**Bacteriology*

Arthur N. Gorelick	Assistant	Jan. 1, 1940	Wi.Sp.	666.00
				period
Suzanne Stinson	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	300.00
				period

Chemistry

J. Richard Tomlinson	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	300.00
				period

History

Mary R. Self	Departmental Library Assistant	Jan. 1, 1940 for 6 months		800.00
	(Salary to be paid from Laboratory Supply Store Pro Rata funds)			period

Speech

Dorothy B. Bang	Assistant	Jan. 1, 1940	Wi.Sp.	600.00
				period

*College of Commerce and Administration**Administration*

Ruth Harper	Stenographer	Dec. 18, 1939 to Jan. 5, 1940		49.03
				period

Accounting

George H. Winchell	Assistant	Jan. 1, 1940	Wi.	300.00
				period
Lillian W. Widmaier	Graduate Assistant	Jan. 1, 1940	Wi.	150.00
				period
John Ziegler	Graduate Assistant	Jan. 1, 1940	Wi.	150.00
				period

Bureau of Business Research

Philip Burris	Research Assistant	Feb. 1 to Sept. 30, 1940		1,000.00
				period
Dorothy Payne	Research Assistant	Feb. 1 to Aug. 31, 1940		700.00
				period

Business Organization

Donald W. Wiper	Instructor (part time)	Jan. 1, 1940	Wi.	300.00
				period
J. H. Danenhower	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	300.00
				period

A. B. Fisher, Jr.	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	800.00 period
Albert H. Dehner	Graduate Assistant	Jan. 1, 1940	Wi.	150.00 period
<i>College of Dentistry</i>				
<i>Dental Clinic</i>				
Mary E. Reiter	Technical Assistant	Jan. 16, 1940		912.00
<i>College of Education</i>				
<i>Bureau of Educational Research</i>				
W. G. Hart	Research Assistant	Jan. 1, 1940	Wi.Sp.	350.00 period
(Salary to be paid from Highway Education Board Fund—Rotary No. 7495)				
*Esther Rodgers	Student Stenographer	Jan. 1, 1940		600.00
*Rosemary Gregory	Clerk (part time)	Jan. 1, 1940		600.00
* (Salaries to be paid from General Education Board Fund—Rotary No. 7661)				
<i>Education</i>				
Clarence C. Ross	Assistant	Jan. 1, 1940	Wi.	250.00 period
Carl Henry Gross	Assistant	Jan. 1, 1940	Wi.	150.00 period
<i>Psychology</i>				
Robert Y. Walker	Research Fellow	Feb. 1 to Sept. 30, 1940		1,376.00 period
(Salary to be paid from the National Research Council Fund— Pilot Training in Psychology—Rotary No. 7636)				
Milton M. Parker	Instructor	Jan. 1, 1940	Wi.Sp.	1,320.00 period
Claude F. Bridges	Assistant	Jan. 1, 1940	Wi.Sp.	954.00
Samuel V. Bennett	Graduate Assistant	Jan. 1, 1940	Wi.Sp.	450.00
<i>College of Engineering</i>				
<i>Administration</i>				
Mildred Fay Johnson	Graphotype Operator	Jan. 1, 1940		972.00
Helen P. Davis	Assistant (part time)	Jan. 1 to June 30, 1940		240.00 period
<i>Mechanical Engineering</i>				
William M. Stube	Instructor	Jan. 15, 1940	Wi.Sp.	1,848.00
<i>College of Medicine</i>				
<i>Pathology</i>				
Irene Rosenfeld	Research Assistant	Jan. 1, 1940	Wi.Sp.	150.00 period
<i>Physiological Chemistry</i>				
Frank A. Smith	Student Assistant	Dec. 1, 1939 to May 31, 1940		300.00 period
(Salary to be paid from the Procter and Gamble Company Fund—Rotary No. 7657)				
<i>Physiology</i>				
Frederick E. Thornton	Instructor	Jan. 1, 1940	Wi.Sp.	1,020.00 period
<i>Surgical Research</i>				
Elsie L. Riley	Research Assistant	Jan. 1, 1940		762.00
*James D. King	Comly Fellow in Surgical Research	Jan. 1, 1940	Wi.Sp.	450.00 period
*Rodger E. MacQuigg	Comly Fellow in Research Surgery	Jan. 1 to May 31, 1940		50.00 period
* (Above salaries to be paid from the Comly Fund)				
<i>Starling-Loving Hospital</i>				
<i>Nursing Care</i>				
Geraldine G. Elliott	Nurses Aide	Jan. 1, 1940	(3&4)	516.00
*Jeanne Engeroff	General Duty Nurse	Jan. 1, 1940	(3&4)	912.00
* (Salary to be paid from Rotary No. 7727)				
<i>Graduate School</i>				
Ernest B. Snyder	Research Fellow	Jan. 1 to June 30, 1940		1,080.00 period
(Salary to be paid from Bethlehem Steel Company Fund—Rotary No. 7061)				
Alvin Leonard Rippen	Dairy Industries Supply Association Fellow	Feb. 1, 1940 (12 months)		600.00
(Salary to be paid from the Dairy Industries Supply Association Fund)				

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Myron W. Smith	Research Fellow	Dec. 1, 1939 for 3 months	180.00 period
(Salary to be paid from Commercial Solvents Corporation Fund—Rotary 7146)			
C. H. Arnold	Research Fellow	Jan. 2, 1940 for 3 months	180.00 period
(Salary to be paid from the Alfred Weed and Associates Fund)			
J. M. Hutzel	Research Fellow	Jan. 2, 1940 for 3 months	180.00 period
(Salary to be paid from the Smithereen Company Fund)			
<i>President's Division</i>			
<i>Broadcasting Station</i>			
James Church	Radio Consultant	Jan. 8 to Jan. 27, 1940	300.00 period
<i>Library</i>			
Frances E. Elliott	Cataloguer	Jan. 15, 1940	1,512.00
<i>Physical Education for Women</i>			
<i>Intramural Athletics</i>			
Blanche P. Sohl	Intramural Assistant for Golf	Jan. 1, 1940	Wi.Sp. 750.00 period
(Salary to be paid from General Activities Fee Funds)			
<i>Physical Plant Division</i>			
<i>Janitor Service</i>			
Saul W. James	Janitor	Jan. 1, 1940	1,212.00
Donald Hoskinson	Janitor	Jan. 1, 1940	1,212.00
Ray Harvey Hood	Janitor	Jan. 1, 1940	1,212.00
James W. Weaver	Janitor	Jan. 1, 1940	1,212.00
Ellsworth P. Swickard	Elevator Operator	Jan. 1, 1940	732.00
<i>Stores and Receiving—Warehouse</i>			
Robert Collier	Laborer	Jan. 1, 1940	912.00
<i>Athletics</i>			
Captain H. C. Fowler	Polo Coach	Oct. 1, 1939	Au.Wi.Sp. 100.00 period
*	*	*	*

Change in Title

That the following change in title be approved:

Name	Title—From	To	Effective
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
George Eberhart	Graduate Assistant	Assistant	Wi. Qr. only
*	*	*	*

Change in Salary

That the following change in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Commerce and Administration</i>				
<i>Business Organization</i>				
George Eberhart	Assistant	Wi. Qr. only	\$ 450.00	\$ 900.00
*	*	*	*	*

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Arts and Sciences</i>			
<i>German</i>			
F. J. Kramer	Assistant Professor	Su.Au.Wi. 1939-1940	Su.Au. Sp.

*President's Division**Physical Education for Men*

Herman Wirthwein Instructor

Au. Wi. Sp.

(2nd term, Su.
(Au. Wi. Sp.)*Physical Education for Women**Intramural Athletics*

Henrietta Cherrington Instructor

Au. Wi. Sp.

(2nd term, Su.
(Au. Sp.)

* * * * *

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from state funds:

Allen McManigal, Associate Professor of Engineering Drawing, to attend the annual meeting of the American Institute of Mining and Metallurgical Engineers in New York City, February 10-12, 1940.

That the quarters of service of Samuel L. Hansard, Graduate Assistant in the Department of Animal Husbandry, be changed from the Autumn and Spring to the Autumn, Winter and Spring for the year 1939-1940 and that his salary of \$450 per annum be paid as follows: \$150 for the Autumn Quarter from A-1 funds, and \$300 for the Winter and Spring Quarters from Farm Rotary funds.

That the following leaves of absence, without salary, be granted:

Robert Walker, Instructor in the Department of Psychology, for the Winter and Spring Quarters 1940. Dr. Walker is to receive one-third of his salary for services during the Autumn Quarter, 1939.

James C. Yocum, Assistant Professor, Bureau of Business Research, for the period from February 1 through September 30, 1940. Mr. Yocum is to receive four-ninths of his salary for services from October 1, 1939 to January 31, 1940.

That the Board of Trustees authorize a special laboratory fee of \$10 per student enrolled in the Workshop on the Secondary School Curriculum during the first term of the Summer Quarter, 1940.

That an additional \$100 be appropriated from H-8 Contributions for the use of the Ohio State University Y.W.C.A. for the period from July 1 to December 31, 1939.

That the following motion, passed by the Board of Directors of the Ohio State University Development Fund at its meeting on November 19, 1939, be approved:

That the Board of Directors of the Ohio State University Development Fund deposit with the Ohio State University \$6,600 for student loans, with the recommendation and direction to the Board of Trustees of the University that this amount be disbursed to the Ohio Student Loan Foundation for the uses and purposes of that organization in assisting, by loans, the students of the Ohio State University.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$2,900 from the Progressive Education Association for enterprises of the College of Education as follows:

\$2,400 in services and/or money, to be applied toward the expenses of the Workshop on the Sec-

ondary School Curriculum, during the first term of the Summer Quarter, and \$500 for travel within the state in connection with field service by members of the staff of the College of Education to the schools of the state;

\$2,400 from the Commission on Teacher Education of the American Council on Education toward the expense of a publication to be entitled "Adventures in the Reconstruction of Education," an account of the program of the College of Education at the Ohio State University from the standpoint of its interest and value to other institutions engaged in the preparation of school teachers, administrators and service personnel. This amount of money is to be paid to the University in two equal installments.

That the following research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation setting up the following projects, be reported to the Board of Trustees for information and record:

The Procter and Gamble Company, Cincinnati, Ohio—Investigation of Dentrifices (to be known as the Procter and Gamble Research Project in dentistry);

National Research Council, Washington, D. C.—Investigation of pilot training in Psychology (to be known as the National Research Council Fellowship);

Smithereen Company, Chicago, Illinois—Investigation of relation of physical properties of sodium fluoride to its effectiveness in roach control (to be known as the Smithereen Company Fellowship);

Huntington Laboratories, Huntington, Indiana—Investigation of the development of mill sprays and fumigants (to be known as the Huntington Laboratories Fellowship in Entomology, Foundation No. 56);

Commercial Solvents Corporation, Terre Haute, Indiana—Investigation of the toxicity of Fumigants against Grain Insects (to be known as the Commercial Solvents Corporation Fellowship in Entomology);

The Procter and Gamble Company, Cincinnati, Ohio—Investigation of fatty acids of fish oils by low temperature crystallization (to be known as the Procter and Gamble Fellowship in Physiological Chemistry).

That the following contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation setting up the following projects, be reported to the Board of Trustees for information and record:

The Stark Brick Company, Canton, Ohio—Investigation of Glazed Brick (to be known as the Stark Ceramic Fellowship);

The Glazed Brick and Tile Institute, Washington, D. C.—Investigation of the fire resistance of glazed brick and tile and investigation of other properties of brick and tile (to be known as the Glazed Brick and Tile Institute Fellowship).

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the above

recommendations of the Acting President were upon roll call unanimously approved.

* * * * *

Acting President McPherson recommended that the new Men's Dormitory now in process of construction be named "Baker Hall" in memory of the late Honorable Newton D. Baker who served the University so faithfully as a member of the Board of Trustees from December 21, 1932 to November 3, 1937.

Upon motion of Miss Campbell, seconded by Mr. Thompson, the above recommendation of the Acting President was approved by unanimous vote.

* * * * *

The Secretary now reported that Men's Dormitory Bonds Nos. 101-200 inclusive were delivered to the State Treasurer on December 18, 1940.

* * * * *

The Secretary advised the Board that the University Cabinet, under date of December 30, 1939, had approved an extension of time (until April 18, 1940) for completion of the General, the Heating and Ventilating, the Plumbing, and the Electrical contracts, and the waiving of liquidated damages until after that date on these contracts for "B" Addition to Journalism Building (PWA Docket No. Ohio 1986-F).

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the Board by unanimous vote approved the action of the University Cabinet in extending the time for completion of contracts on "B" Addition to Journalism Building until April 18, 1940, and in waiving liquidated damages thereon until after said date.

* * * * *

The Secretary now presented the following report of the Maintenance Engineer and actions of the Cabinet relative to readvertised bids received on December 15, 1939, for the Deaerating Heater for Domestic Hot Water in the Power Plant, and contract awarded thereon:

CABINET MINUTES

December 15, 1939.

The Cabinet met in the office of the Secretary at 2:00 P. M.

Present: Messrs. McPherson, McCracken, Elleman and Steeb.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on December 11, 1939, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Deaerating Heater for Domestic Hot Water in the Power Plant as per readvertisement. The following bids were received, read and tabulated:

Deaerating Heater for Domestic Hot Water

<i>Bidder</i>	<i>Amount</i>	<i>Bond</i>
Henry P. Thompson Company.....	\$20,987	\$22,000
The Emrich Company.....	20,350	22,000
The Elliott Company.....	21,000	22,000

Upon motion, the above bids were turned over to the Maintenance Engineer for inspection and report back to the Cabinet.

CABINET MINUTES

December 21, 1939.

The Cabinet met in the office of the Secretary at 9:00 A. M.

Present: Messrs. McPherson, McCracken, Smith, Elleman and Steeb.

* * * * *

The Cabinet met to receive the report of the Maintenance Engineer on the bids received December 15, 1939, for the Deaerating Heater for Domestic Hot Water in the Power Plant.

December 18, 1939.

University Cabinet,
Administration Building.

Gentlemen:

The following bids for a Deaerating Heater for the Domestic Hot Water were received and opened December 15, 1939, by the University Cabinet under authority from the Board of Trustees:

Henry P. Thompson Company.....	\$20,987
The Emerich Company.....	20,350
The Elliott Company.....	21,000

The low bid of the Emrich Company complies with all requirements and is below the Engineer's estimate. I, therefore, recommend that the contract be awarded to The Emerich Company at their bid of \$20,350.

The Engineer's revised estimated cost is \$21,682.

Respectfully submitted,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendation of the Maintenance Engineer was approved, and the Maintenance Engineer was directed to advise the Director of Public Works of the recommendation for award of this contract to The Emerich Company in the amount of \$20,350.

Upon motion of Dr. Altmaier, seconded by Mr. Dargusch, the above recommendations of the Maintenance Engineer and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its June 12, 1939 meeting, the Cabinet has authorized the following change orders:

Men's Dormitory (PWA Docket No. Ohio 1990-F)

Huffman-Wolfe Company—Contract No. 5 (Heating and Ventilating)	
Furnishing and installing of two 4" water meters.....	\$939
Electric Power Equipment Company—Contract No. 7 (Electrical)	
Substitute Allis Chalmers transformers for Westinghouse (Proposal of December 26, 1939), <i>credit</i> of.....	\$165

Women's Dormitories (PWA Docket No. Ohio 2095-F)

Huffman-Wolfe Company—Contract No. 4 (Plumbing)	
Furnishing and installing one 3" water meter.....	\$315
W. H. Spohn Plumbing Company—Contract No. 5 (Heating and Ventilating)	
Use of standard steel pipe in heating system instead of copper bearing pipe (proposal of November 1, 1939), <i>credit</i> of.....	\$158

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Thereupon the Board adjourned to meet on Sunday, January 14, 1940, 3:00 P. M., at the Columbus Club for the purpose of conferring with President-elect and Mrs. Howard L. Bevis.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND TWENTY-SECOND MEETING OF THE
BOARD OF TRUSTEES

Columbus, Ohio, January 14, 1940.

The Board of Trustees met at the Columbus Club, at 3:00 P. M., pursuant to adjournment. This special meeting was called for the purpose of conferring with President-elect Howard L. Bevis, who was present at the meeting.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, and Lockwood Thompson.

* * * * *
Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the Board by unanimous vote fixed the annual salary of the President at \$15,000 and house, effective February 1, 1940.

* * * * *

Mr. Dargusch offered the following motion:
That, effective March 1, 1940, the title of Acting President McPherson be changed to that of President Emeritus, and that his salary be fixed at \$5,000 per annum, less \$1,400 (the annuity from the State Teachers Retirement System), which will make a supplementary benefit on the part of the University, of \$3,600.

This motion was seconded by Mr. Rummell, and upon roll call was unanimously approved.

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Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous action directed the Business Manager to purchase an automobile for the use of the President. Payment for this purchase shall be made from the Interest on Endowment Fund.

* * * * *

The Board, by unanimous agreement, requested the Chairman to appoint a special committee of the Board to work with a similar committee to be appointed from the faculty for the purpose of arranging for a suitable inauguration ceremony for President Bevis.

The Chairman appointed Mr. Lockwood Thompson as Chairman, and Messrs. Atkinson, Dargusch and Rummell to represent the Board of Trustees on this joint committee.

* * * * *

Thereupon the Board adjourned to meet on Monday, February 12, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TWENTY-THIRD MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, February 12, 1940.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: H. S. Atkinson, Vice-Chairman, Dr. C. J. Altmaier, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell and Lockwood Thompson.

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The minutes of the last meeting were approved.

* * * * *

President Bevis recommended the appointment of Homer S. Porteus to the position of County Agricultural Agent, Marion County, Agricultural Extension Service, effective February 15, 1940 at a salary of \$2,562 per annum.

Mr. Rummell moved that the above recommendation of the President be approved. This motion was seconded by Mr. Dargusch, and the roll call was as follows:

Ayes: Messrs. Atkinson, Rummell, Dargusch and Thompson.

Nay: Dr. Altmaier.

Not voting: Dr. Russell.

The Vice-Chairman declared the motion carried.

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President Bevis now presented the following recommendations:

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Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
John W. Wuichet	Professor of Animal Husbandry (Professor Wuichet died January 13, 1940)	Jan. 31, 1940	\$ 4,284.00
Ralph E. Kunze	Assistant (part time) in Agronomy Extension	Dec. 31, 1939	600.00
<i>College of Agriculture</i>			
<i>Agricultural Education</i>			
Virginia Stolle	Stenographer	Jan. 31, 1940	1,020.00
<i>Animal Husbandry</i>			
Jean Lemmerman	Student Laborer	Jan. 31, 1940	240.00
<i>College of Arts and Sciences</i>			
<i>Administration</i>			
Irene Dresner Snyder	Stenographer	Jan. 7, 1940	960.00

*College of Commerce and Administration**Business Organization*

Donald W. Wiper	Instructor (part time)	Jan. 15, 1940	300.00
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Economics

Frances Kirby	Assistant (part time)	Dec. 31, 1939	150.00
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*College of Education**Bureau of Educational Research*

J. Wayne Wrightstone	Research Associate and	Jan. 31, 1940	5,500.00
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Edna McLaughlin	Assistant Professor Stenographer	Jan. 20, 1940	1,212.00
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Education

R. Lee Hornbake	Graduate Assistant	Dec. 31, 1939	300.00
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University School

Paul O. Parker	Graduate Assistant	Jan. 31, 1940	450.00
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Harold Shane	Instructor	1st term, Su.	250.00
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*College of Medicine**Starling-Loving Hospital**Housekeeping*

Sarah Moore	Janitress	Feb. 3, 1940	600.00
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Dietary

Lawrence Alexander	Dishwasher	Jan. 31, 1940	630.00
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Edna Alexander	Diet Kitchen Helper	Jan. 31, 1940	600.00
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Nursing Care—Rotary No. 7727

Adele Gilchrist	General Duty Nurse	Jan. 23, 1940	912.00
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Helen Genteline	General Duty Nurse	Jan. 31, 1940	912.00
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Geraldine Miedel	General Duty Nurse	Jan. 31, 1940	900.00
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Graduate School

Samuel V. Bennett	Lumley Foundation Fellow	Dec. 31, 1939	180.00
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*Administrative Division**Business Office*

Florence M. Ford	Bookkeeper	Feb. 29, 1940	1,632.00
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Registrar's Office

Natalie Blanden	Assistant to Registrar	Jan. 31, 1940	1,032.00
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*General Division**Industrial Research*

E. Lucille Keep Boyes	Clerk	Feb. 29, 1940	1,308.00
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*Physical Plant Division**Light, Heat and Power—Generation*

James Fredo	Laborer (retired) (Mr. Fredo died January 9, 1940)	Jan. 31, 1940	360.00
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Janitor Service

Albert O. Kaiser	Superintendent, Janitor Service	Jan. 31, 1940	2,472.00
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Pomerene Refectory

Pauline Trout	Cashier	Jan. 20, 1940	852.00
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Helen Gottschalk	Assistant	Jan. 31, 1940	792.00
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Charles Fitzgerald	Graduate Assistant	Dec. 31, 1939	800.00
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Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>College of Agriculture</i>				
<i>Animal Husbandry</i>				
Francis Westrick	Student Laborer	Feb. 1, 1940		\$ 240.00

*College of Arts and Sciences**Administration*

Barbara Prince	Stenographer	Jan. 8, 1940		972.00
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Bacteriology

Samuel Saslaw	Technical Assistant	Jan. 2, 1940 for 2½ months		100.00 period
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(Salary to be paid from Laboratory Supply Store Pro Rata Funds)

Classical Languages

John L. Heller	Assistant Professor	June 17, 1940	Su.	500.00 period
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*College of Commerce and Administration**Administration*

Mary Ellen Ford	Clerk	Jan. 15, 1940		972.00
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Business Organization

J. Bruce Blanchard	Instructor (part time)	Jan. 17 to March 16, 1940		250.00 period
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Sociology

(To be named later)	Laborer	June 17, 1940	1st term, Su.	100.00 period
(To be named later)	Laborer	June 17, 1940	1st term, Su.	100.00 period

*College of Education**Bureau of Educational Research*

Mary G. Howe	Stenographer	Jan. 22, 1940		1,212.00
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Education

Victor L. Bowers	Assistant	Apr. 1, 1940	Sp.	250.00 period
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John R. Ludington	Graduate Assistant	Jan. 1, 1940	Wi.	150.00 period
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Burl N. Osburn	Professor	June 17, 1940	Su.	800.00 period
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Elliott C. Hutton	Graduate Assistant	June 17, 1940	Su.	150.00 period
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Willis A. Whitehead	Graduate Assistant	June 17, 1940	Su.	150.00 period
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Music

John W. McCarthy	Assistant Professor	Apr. 1, 1940	Sp.	594.00 period
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Francis M. Robinson	Graduate Assistant	Jan. 12 to June 30, 1940		300.00 period
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University School

Ruth Shane	Instructor	June 17, 1940	1st term, Su.	250.00 period
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Chester A. Stine	Graduate Assistant	Feb. 1 to June 30, 1940		250.00 period
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*College of Engineering**Civil Engineering*

Don Johnstone	Assistant Professor	Apr. 1, 1940	Au. Wi. } Sp. '40-'41 }	3,228.00
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Engineering Experiment Station

Henry Z. Schofield	Senior Research Engineer	Jan. 2, 1940 for 6 months		1,350.00 period
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(Salary to be paid from the National Paving Brick Association Fund)

Mechanics

Geoffrey A. Miller	Graduate Assistant	Apr. 1, 1940	Sp.	450.00
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*College of Medicine**School of Nursing*

Ann Marie Hellner	Assistant Professor of Public Health Nursing	Mar. 1, 1940 (12 months)		3,072.00
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Pathology

Leona R. Cappel	Research Assistant	Jan. 1, 1940	Wi. Sp.	450.00 period
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(Salary to be paid from Comly Fund)

2-12-'40

*Starling-Loving Hospital**Nursing Care*

			Code	
Verna Carlos	General Duty Nurse	Feb. 1, 1940	(3&4)	150.00
		for 2 months		period
Ruth Evans	General Duty Nurse	Feb. 1, 1940	(3&4)	150.00
		for 2 months		period
Frances Hiser	General Duty Nurse	Feb. 1, 1940	(3&4)	150.00
		for 2 months		period

Dietary

Ethel L. Lemley	Diet Kitchen Helper	Jan. 12, 1940	(3&4)	600.00
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*Starling-Loving Hospital—Rotary No. 7727**Nursing Care*

Virginia Bagnell	General Duty Nurse	Feb. 12, 1940	(3&4)	912.00
Sara Van Houten	General Duty Nurse	Feb. 1, 1940	(3&4)	912.00
Hilda Unger	General Duty Nurse	Jan. 8, 1940	(3&4)	912.00
Anna May Deeds	General Duty Nurse	Feb. 1, 1940	(3&4)	912.00

Graduate School

Stanley E. Lull	Research Fellow	Jan. 1 to Dec. 31, 1940		1,200.00
	(Salary to be paid from the Glazed Brick and Tile Institute Fund)			
Joseph H. Chilcote	Research Fellow	Dec. 1, 1939 to Feb. 29, 1940		450.00
	(Salary to be paid from the Stark Brick Company Fund)			period
Howard J. Orłowski	Research Fellow	Jan. 1 to Mar. 31, 1940		300.00
	(Salary to be paid from the Austenal Laboratories Incorporated Fund)			period
Walter Scott Perry	Scholar	Jan. 1, 1940	Wi.Sp.	200.00
	(Salary to be paid from Graduate School Rotary No. 7280)			period

*President's Division**Franz Theodore Stone Laboratory*

M. W. Senstius	Professor	June 17, 1940	Su.	600.00
	(Salary to be paid from Division of Conservation Funds—Rotary No. 7174)			period

Physical Education for Women

Hazel D. Rex	Professor	June 17, 1940	1st term, Su.	500.00
				period

*General Division**Industrial Research*

Alice McCracken	Clerk	Jan. 8, 1940		972.00
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*Physical Plant Division**Janitor Service*

Edwin Schwartz	Janitor	Feb. 5, 1940		1,212.00
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University Print Shop

Ora L. Herndon	Printer	Feb. 19, 1940		1.18½
*	*	*	*	per hour
				*

Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Dentistry</i>			
<i>Dental Clinic</i>			
Retta May Washburn	Clerk	Office Assistant	Feb. 5, 1940
<i>College of Medicine</i>			
<i>Starling-Loving Hospital</i>			
Helen Thomas	Diet Kitchen Helper (Dietary Division)	Janitress (Housekeeping Division)	Jan. 8, 1940
<i>President's Division</i>			
<i>Franz Theodore Stone Laboratory</i>			
William S. McArtor	Clerk	Stenographer (male— part time)	Feb. 1, 1940

*Physical Plant Division**Janitor Service*

Thurman W. Cann	Janitor	Foreman of Janitors	Feb. 1, 1940
Nelson Weiler	Floor Waxer	Inspectors of Janitors	Feb. 1, 1940
Edgar McGhee	Floor Waxer	Inspectors of Janitors	Feb. 1, 1940
Irvin L. Walker	Janitor	Floor Waxer	Feb. 1, 1940

* * * * *

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
William Bradley	Technical Assistant	Jan. 2, 1940 for 2½ months	\$20.00 per month	\$ 125.00 period
(Increase to be paid from Laboratory Supply Store Pro Rata Funds)				
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Clare Distel	Assistant (part time)	Jan. 1, 1940	300.00	525.00
<i>Graduate School</i>				
Alvin L. Rippen	Dairy Industries Supply Association Fellow	Feb. 1, 1940	600.00 for 12 months	400.00 for 10 months
<i>Administrative Division</i>				
<i>Business Office</i>				
Mildred Trego	Typist	Feb. 1, 1940	1,032.00	1,152.00

* * * * *

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Agriculture</i>			
<i>School of Home Economics</i>			
Faith Lanman Gorrell	Professor	1st term Su. Au.Wi.	1st term Su. Au.Wi.Sp.
<i>College of Education</i>			
<i>Education</i>			
Dan H. Enkenberry	Professor	Su.Au. Sp.	Su.Au.
Ward G. Reeder	Professor	Su.Au.Wi.	Su.Au.Wi.Sp.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above recommendations of the President were upon roll call unanimously approved.

* * * * *

President Bevis presented the following miscellaneous recommendations:

That Walter Kob, Assistant Professor, Department of Music, be granted a leave of absence, without salary, for the Spring Quarter 1940 for the purpose of completing work on his Master's degree.

That Irene Kinley, Assistant to the Director, Bureau of Special and Adult Education, be granted a leave of absence, without salary, for two months effective February 1, 1940, on account of illness.

That, in accordance with the plan approved by the Board of Trustees at its meeting on December 11, 1939, leaves of absence, with salary, be granted to the following members of the Agricultural Extension Service:

Ruth N. Hansen, Home Demonstration Agent, Lucas County, from March 25 to June 7, 1940, for graduate study at the Merrill-Palmer Schools, Detroit;

Grace S. Wagner, Home Demonstration Agent, Wood County, from March 25 to June 7, 1940, for graduate study at the Merrill-Palmer School, Detroit;

S. N. McIntosh, County Agricultural Agent, Holmes County, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

Guy W. Miller, Extension Economist, Farm Management, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

B. B. Spohn, Supervisor, Projects and Programs, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

Dorothy S. Hammas, Assistant State Home Demonstration Leader, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

Otto C. Croy, District Supervisor, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

J. P. Schmidt, Supervisor of Farmers' Institutes, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

Eva M. Kinsey, Assistant State Leader, 4-H Club Work, from March 25 to June 10, 1940, for graduate study at the Ohio State University;

Anne Biebricher, Extension Specialist in Home Furnishings, from March 25 to June 10, 1940, for graduate study at the Ohio State University.

That a payment of \$100 from funds to be supplied by the State Board for Vocational Education be authorized and made to Professor H. E. Nold, this amount is to compensate Professor Nold for supervision and coordination services during February, 1940, in connection with the Evening Trade Extension Coal Mining Classes conducted under the direction of Mr. E. L. Heusch, Supervisor of Trades and Industries, State Department of Education.

That a laboratory deposit of \$2, to cover the cost of supplies and equipment used, be paid by each student enrolling in each of the following courses offered at the Franz Theodore Stone Laboratory:

Botany 665 and 667

Entomology 670 and 671

Zoology 621, 624, 631, 650, 655, 656, 659, and 660.

That a laboratory deposit of 50c per day or \$3.50 per week, to cover the cost of supplies and equipment used, be paid by each special investigator carrying on research work at the Franz Theodore Stone Laboratory.

The above mentioned deposits are to be carried as special accounts in the Laboratory Supply Store.

That the resolution adopted by the Board of Trustees on November 13, 1939, transferring \$5000 from Pomerene Refectory Rotary Fund 2628-8228 to the Home Economics Rotary Fund No. 8211, be made effective January 1, 1940.

That \$4000 be appropriated from H-8 Contributions for the use of the Ohio State University Association for the period from January 1 to June 30, 1940.

That the Memorandum of Understanding and Agreement between the Ohio State University and the Ohio Division of Conservation, pertaining to the operation of the Franz Theodore Stone Laboratory at Gibraltar Island, be renewed and that the President be authorized to sign such agreement on behalf of the University.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$500 from the American Philosophical Society for the purchase of a spectrometer circle for an infrared spectrometer to be built by Professor Harald H. Nielsen of the Department of Physics (to be credited to Rotary Fund No. 7021); \$2850 from the Commission on Teacher Education of the American Council on Education for the purpose of conducting a Workshop on Teacher Education in Ohio during the Summer Quarter 1940;

\$375 additional from William W. Kincaid, to be used for Surgical Research and credited to Rotary Fund No. 7363; \$1000 from Community Chests and Councils, Incorporated, New York City, for the establishment of a scholarship to be known as the Community Chests and Councils, Incorporated, Scholarship. It is anticipated that the scholarship will yield, for a graduate student in the School of Social Administration, the annual amount of \$60.

That the following research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

Sherwin-Williams Company, Cleveland, Ohio—Investigation of the solubility of pure fatty acids in various solvents at low temperatures (to be known as the Sherwin-Williams Fellowship in Physiological Chemistry);

American Petroleum Institute, New York City—Investigation of pure hydrocarbons (to be known as the American Petroleum Institute Investigation).

That the following contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

Austenal Laboratories, Incorporated, New York City—Investigation of dental porcelains (to be known as the Austenal Laboratories Fellowship; Foundation No. 38—E.E.S. No. K-42);

Edward Orton Junior Ceramic Foundation, Columbus, Ohio—Investigation of pyrometric cones and related problems (to be known as the Orton Foundation Fellowship; E.E.S. Project No. K-24—Foundation No. 13-A).

Upon motion of Mr. Thompson, seconded by Dr. Altmaier, the above recommendations of the President were upon roll call unanimously approved.

* * * * *

The Secretary reported the receipt, on January 17, 1940, of \$2,343.75 from the Strowbridge Investment Company of Portland, Oregon, this sum is to be added to the Mary S. Muellhaupt Scholarship Fund.

The Secretary reported further the renewal of the lease, with Orin L. Patterson and Son, covering 160 acres of timber land in Grant County, Oregon, effective January 1, 1940, for four years, subject to cancellation if property is sold. This land is part of the bequest which came to the University from the Estate of Mary S. Muellhaupt, and the rental of same amounts to \$16 per year.

* * * * *

Mr. Thompson presented the following resolution and moved its adoption:

WHEREAS this Board, by resolution adopted October 22, 1938, has authorized the issuance of bonds in the sum of \$520,000 for the purpose of constructing, equipping and furnishing, on such sites within the campus of the University as the Board may designate therefor, men's dormitories to house approximately 480 students, and

WHEREAS this Board has sold said bonds to the Retirement Board of the State Teachers Retirement System, said bonds to be delivered in installments as the money is needed during the period of construction of said dormitories, and

WHEREAS this Board has determined that \$120,000 is now needed for said purpose,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Ohio State University that the Chairman and Secretary of the Board be and they are hereby authorized to execute bonds numbered 401-520, both inclusive, and to deliver the same to the Retirement Board of the State Teachers Retirement System upon payment of the purchase price therefor.

This motion was seconded by Dr. Altmaier, and the resolution was upon roll call unanimously adopted.

* * * * *

The Secretary now advised the Board that Revenue Bonds Nos. 201-300 inclusive for the Men's Dormitories, and Nos. 201-310 inclusive for the Women's Dormitories were delivered to the State Treasury on January 22, 1940.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its June 12, 1939 meeting, the Cabinet had authorized the following change orders:

Men's Dormitory (PWA Docket No. Ohio 1990-F)

E. Elford and Son—Contract No. 3 (General)

Change size and shape of concrete beams under toilet rooms to accommodate plumbing pipes, as shown on drawing S-7 (Proposal of January 9, 1940)	\$253.00
18 additional metal frames and panels (access doors) to provide more convenient access to pipe spaces in the attic (proposal of January 9, 1940)	149.00
Metal furring, lath and plaster on the ceilings over 12 landings of main stairs No. 3 and No. 8 to conceal and protect electric conduits, and for metal lath and plaster over a portion of the	

ceilings in 14 rooms to conceal irregular concrete beams adjoining fire stairs, a total of 140 square yards (proposal of January 9, 1940)	280.00
Glazed brick soffits over openings between stair S-3 and corridors 1027-2027-3027-4011, and between stair S-8 and corridors 1106-2106-3106 and 4106 (eight in all), to correspond to twenty-two glazed soffits already required in similar adjoining locations (proposal of January 16, 1940)	175.82

Total \$857.82

Finished birch curtain panels adjoining the built-in wardrobes in 48 double bedrooms (proposal of January 9, 1940)	\$342.00
Electrical Power Equipment Company—Contract No. 7 (Electrical) Provide three exterior lights on the east side of kitchen service court (proposal of January 5, 1940)	135.00
Furnish and install 2 electric meters (proposal of December 14, 1939)	569.00
W. H. Spohn Plumbing Company—Contract No. 6 (Plumbing) Furnish and install tank to receive the condensate from kitchen equipment (proposal of November 9, 1939)	104.00

Women's Dormitories (PWA Docket No. Ohio 2095-F)

E. Elford and Son—Contract No. 3 (General) Additional vent louvre in top of main elevator shaft and miscellaneous finish painting in and about refectory and lobby; also varnish on 14 exterior doors, Units A and B (proposals of January 16, 1940)	\$290.53
York Ice Machinery Corporation—Contract No. 14 (Miscellaneous Construction, Finish, Furnishings and Equipment) Change from coil to tank type to improve operation of the refrigeration system (proposal of January 20, 1940)	235.00
Electrical Power Equipment Company—Contract No. 15 (Miscellaneous Construction, Finish, Furnishings and Equipment) Furnish and install 2 electric meters (proposal of December 14, 1939)	497.00
Ginn Electric Company—Contract No. 6 (Electrical) Increase conduit and wiring in circuit 104-9, increase wiring in the autocall circuit, omit circuit 104-8, add one receptacle on circuit 103-8, and 2 pilot lights in corridor C-104 to provide proper electric connections for equipment items (proposal of December 1, 1939)	91.47

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above actions of the University Cabinet were upon roll call unanimously approved.

* * * * *

The Secretary presented the plans and specifications for the entrance terraces, walks and driveway in connection with the Men's Dormitory (PWA Docket No. Ohio 1990-F); also the plans and specifications for the driveways and paving in connection with the Women's Dormitories (PWA Docket No. Ohio 2095-F), as prepared by the University Architect.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above plans and specifications were upon roll call unanimously approved.

* * * * *

The Secretary now presented the plans and specifications for the small Addition to Lord Hall which will provide space for the Department of Metallurgy. This work will be done as a project of the Works Progress Administration.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above plans and specifications, as prepared by the University Architect, were upon roll call unanimously approved.

* * * * *

The Secretary reported that the University Cabinet recommends to the Board of Trustees the approval of the following extras to the contract of the Trapp-Carroll Company for the Addition to the Physical Education Building. These extras arise because of soil and foundation conditions:

Extra Footers	\$232.13
Extra Beams under Areaway.....	145.49
Cutting off and plastering base course in corridor.....	30.45
Extra reinforcing steel in tunnel walls.....	54.00
Remove present concrete construction and install new steps leading to present building.....	44.00
	<u>\$506.07</u>

These are covered by proposals of the Trapp-Carroll Company under dates of December 5 and 19, and January 16, 1940.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above recommendations of the University Cabinet were upon roll call unanimously approved.

* * * * *

The Secretary presented the following change orders as prepared by the University Architect and approved by the Cabinet:

Men's Dormitory (PWA Docket No. Ohio 1990-F)

E. Elford and Son—Contract No. 3 (General)	
Change thickness of corridor linoleum from ¼" to 3/16" (Proposal of April 8, 1939).....	credit of \$1,250.00
Entrance terraces and walks adjoining the west wing (Proposal of February 9, 1940).....	2,925.00
Entrance terraces and walks adjoining the east wing (Proposal of February 9, 1940).....	2,850.00
Complete walks and drive in service court (Proposal of February 9, 1940).....	2,985.00
Electrical Power Equipment Company—Contract No. 7 (Electrical)	
Telephone wires for house telephone system (Proposal of February 9, 1940).....	2,400.00

Women's Dormitories (PWA Docket No. Ohio 2095-F)

E. Elford and Son—Contract No. 3 (General)	
Driveways in the court adjoining Unit A (Proposal of February 9, 1940).....	\$2,975.00
Driveways adjoining Unit B, and walks adjoining Units A and B (Proposal dated February 9, 1940).....	2,950.00
Paving and improvement of court No. 1 adjoining Unit B (Proposal of February 9, 1940).....	2,890.00
Ginn Electric Company—Contract No. 6 (Electrical)	
Dormitory telephone cable to be placed in service tunnel (Proposal of February 7, 1940).....	1,256.00

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above change orders which were recommended by the University Cabinet were upon roll call unanimously approved.

* * * * *

The Board now recessed for luncheon at Pomerene Hall. This was followed by an inspection of Baker Hall and of the Women's Dormitories.

The Board resumed its session at 2:00 P. M., with the same members present.

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Mr. Dargusch, of the special committee appointed by the Board to draft a rule for its consideration relative to the issuing of a second

diploma to a person, because of change in name, after the original diploma has been earned and presented, submitted the following report and suggested that action thereon be deferred until the next meeting of the Board:

Change in Name

When a person duly enrolled as a student shall change his name, upon proof of such change (proof being a certified copy of the court proceedings), all records with respect to such person shall be changed to conform thereto. When the name of a person shall be changed after termination of his status as a student, no change shall be made with respect to such change upon the records nor with respect to any diploma granted.

CARLTON S. DARGUSCH
BURRELL RUSSELL

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Upon motion of Mr. Rummell, seconded by Dr. Altmaier, the following resolution was upon roll call unanimously adopted:

That this Board of Trustees extends congratulations and felicitations to Dr. John F. Lyman upon his completion of twenty-five years as Chairman of the Department of Agricultural Chemistry. Meticulous and thorough in research; accurate and inspirational in classroom and laboratory; considerate and sympathetic in his relationships with students; cordial and liberal in his social contacts; he combines to an unusual degree, the fine poise and helpful attitude of the ideal teacher-scientist.

* * * * *

Dr. Russell, Chairman of the special committee to revise the By-Laws of the Board of Trustees, reported progress and requested that the committee be continued. This request was agreed to.

* * * * *

Mr. Dargusch presented the following motion:

That a special committee, consisting of Vice President Morrill, as Chairman, Dean Charles E. MacQuigg and Professor William L. Everitt be appointed to make such study of radio broadcasting station (WOSU) activities, program, communication, engineering aspects, historical and present relationships with the Federal Communications Commission and of other radio relationships of the University as may assist in the formulation of University policy with respect to:

- (1) the effects of an application filed by Station WKBN of Youngstown now pending with the Federal Communications Commission;
- (2) the possibility or desirability of future application to the Federal Communications Commission for increase in power for WOSU, re-allocation, expansion or surrender of present broadcasting time; and
- (3) the protection of present and future radio interests of the University.

That this committee be instructed to submit its report to the President for the consideration of the Board of Trustees.

The above motion was seconded by Mr. Rummell and was upon roll call unanimously adopted.

* * * * *

Mr. Thompson offered the following motion:

It is the sense of this Board that, pending the receipt and consideration of the report to be prepared under the foregoing action, the President be authorized and requested to take any and all steps necessary to protect and maintain the present rights and the potential future rights of the Broadcasting Station WOSU.

This motion was seconded by Dr. Altmaier and was upon roll call unanimously adopted.

* * * * *

The special committee of the faculty appointed by Acting President McPherson now met with the Board of Trustees to consider preliminary plans for the proposed inaugural exercises for President Howard L. Bevis.

By unanimous agreement, Dr. McPherson was chosen to act as the presiding officer for the formal inaugural exercises, and the development of the program was referred to the special faculty committee with full power to act.

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The Board now went into executive session.

The Board resumed its formal session.

* * * * *

Mr. Rummell, acting as Secretary of the executive session, submitted for record the following action taken:

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the salary of Vice President J. L. Morrill was, upon unanimous vote, increased to \$9,000 per annum, effective April 1, 1940.

* * * * *

The Secretary called the attention of the Board to the need of a rather complete refurnishing of the President's house due to the twelve years of continuous use and the vacancy of the past eighteen months.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, \$5,000 was appropriated from the Interest on Endowment Fund to cover the necessary replacements, and the Secretary was authorized and directed to proceed therewith.

* * * * *

Thereupon the Board adjourned to meet on Monday, March 11, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) H. S. ATKINSON,
Vice-Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TWENTY-FOURTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, March 11, 1940.

The Board of Trustees met in Columbus, Ohio, at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, and Lockwood Thompson.

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The minutes of the last meeting were approved.

* * * * * *

President Bevis now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Wesley S. Green	Co. Agr. Agent, Meigs County	Feb. 29, 1940	\$ 2,868.00
Arthur H. Smith	Co. Agr. Agent, Washington County	Feb. 29, 1940	3,480.00
<i>College of Agriculture Administration</i>			
Helen M. Blair	Stenographer	Mar. 11, 1940	1,082.00
<i>Dairy Technology and Agricultural Extension</i>			
Mary A. Whitlinger	Stenographer (part time)	Feb. 29, 1940	480.00
<i>Farm Marketing F-9</i>			
Phil S. Eckert	Research Assistant	Mar. 31, 1940	1,620.00
<i>Horticulture and Forestry</i>			
Charles Fitzgerald	Graduate Assistant	Dec. 31, 1939	300.00
<i>Zoology and Entomology</i>			
Beckford F. Coon	Graduate Assistant	Mar. 31, 1940	450.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Gene Kiracofe	Technical Assistant	Feb. 29, 1940	815.00
<i>College of Dentistry</i>			
<i>Dental Clinic</i>			
Pessa S. Hanson	Technical Assistant (part time)	Feb. 29, 1940	792.00
<i>College of Education</i>			
<i>Administration</i>			
Delia Harris Ingles	Stenographer	Feb. 29, 1940	1,082.00
Marguerite McCoy	Stenographer (part time)	Feb. 15, 1940	480.00

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<i>Education</i>			
Orin B. Graff	Instructor	Su. Qr. only	500.00
<i>Fine Arts</i>			
Ann S. Gebhardt	Assistant	Mar. 31, 1940	450.00
<i>College of Engineering</i>			
<i>Engineering Drawing</i>			
Albert C. Wurdack	Student Assistant	Feb. 29, 1940	300.00
<i>Engineering Experiment Station</i>			
Ralston Russell, Jr.	Research Assistant	Mar. 31, 1940	1,452.00
<i>College of Law</i>			
Herschel W. Arant	Lecturer in Legal Ethics	Jan. 1, 1940	No salary
<i>College of Medicine</i>			
<i>Medicine</i>			
Bruce A. Shepard	Research Assistant	Feb. 29, 1940	1,212.00
Jo B. Welch	Technical Assistant	Feb. 29, 1940	924.00
<i>School of Nursing</i>			
Alice Price	Instructor in Nursing	Jan. 31, 1940	2,000.00
<i>Starling-Loving Hospital</i>			
<i>Laboratories</i>			
Lura Ricketts	Asst. to Chief Laboratory Technician	Feb. 16, 1940	1,512.00
<i>Dietary</i>			
Imogene Freeland	Assistant Cook	Feb. 14, 1940	648.00
Wilma G. Pressey	Diet Kitchen Helper	Feb. 29, 1940	600.00
Adele Reese Batchlar	Diet Kitchen Helper	Feb. 21, 1940	600.00
<i>Nursing Care—Rotary</i>			
Ada Conley	Assistant Head Nurse in Obstetrics	Feb. 8, 1940	1,092.00
<i>College of Veterinary Medicine</i>			
C. R. Donham	Professor	Mar. 31, 1940	4,608.00
<i>Graduate School</i>			
Norman A. Preble	Research Fellow	Jan. 31, 1940	960.00
Sloan D. Robertson	Scholar	Jan. 31, 1940	250.00
Walter Scott Perry	Scholar	Jan. 31, 1940	200.00
			(Rotary)
<i>President's Division</i>			
<i>Broadcasting Station</i>			
Rosemary Smith	Stenographer	Mar. 15, 1940	972.00
<i>Physical Education for Women</i>			
Mary Barger	Clerk	Feb. 29, 1940	912.00
<i>Physical Plant Division</i>			
<i>Light, Heat and Power—Generation</i>			
Frank S. Coe	Clerk	Feb. 29, 1940	1,212.00
<i>Pomerene Refectory</i>			
Cleo A. Roberts	Assistant Kitchen Supervisor	Mar. 16, 1940	800.00
<i>Athletics</i>			
<i>Administration and General</i>			
C. Earl Conway	Custodian, S.E. Tower (Mr. Conway died February 28, 1940)	Feb. 29, 1940	1,212.00

* * * * *

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Arthur H. Smith	Acting Co. Agr. Agent, Guernsey County	Mar. 1, 1940		\$ 3,480.00
Wesley S. Green	Assistant in Land Use	Mar. 1, 1940		2,868.00
B. Louise Hirsch	Home Dem. Agent, Noble County	Apr. 1, 1940		1,848.00
Mary Barger	Clerk	Mar. 1, 1940		972.00
<i>College of Agriculture</i>				
<i>Agricultural Education</i>				
Ruth Steinman	Stenographer (Salary to be paid from Smith-Hughes Funds)	Feb. 1, 1940		1,020.00
<i>Agricultural Engineering</i>				
William E. Gill	Instructor	Apr. 1, 1940	Sp.	650.00 period
A. C. Rhoten	Handyman	Mar. 1, 1940 for 1 month		100.00 period
<i>Agronomy</i>				
Samuel R. Aldrich	Assistant	Apr. 1, 1940	Sp.	300.00 period
<i>School of Home Economics</i>				
Estelle B. Franks	Instructor	Apr. 1, 1940	Sp.	450.00 period
<i>Rural Economics</i>				
Phil S. Eckert	Instructor	Apr. 1, 1940	Sp.	400.00 period
<i>Zoology and Entomology</i>				
Roger W. Allen	Graduate Assistant	Apr. 1, 1940	Sp.	150.00 period
Mary E. Boehme	Graduate Assistant	Apr. 1, 1940	Sp.	150.00 period
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
Charles W. Gehrke	Technical Assistant	Mar. 1, 1940 for 4 months		140.00 period
(Salary to be paid from laboratory allowances (pro rata funds) from the College of Dentistry for Bacteriology 652-Winter, and the College of Medicine for Bacteriology 641-Spring)				
<i>College of Commerce and Administration</i>				
<i>Accounting</i>				
George H. Winchell	Assistant	Apr. 1, 1940	Sp.	800.00 period
John Ziegler	Reader	Apr. 1, 1940	Sp.	150.00 period
Lillian W. Widmaier	Reader	Apr. 1, 1940	Sp.	150.00 period
<i>Economics</i>				
Irvin Sobel	Graduate Assistant	Apr. 1, 1940	Sp.	150.00 period
<i>Sociology</i>				
Richard G. Morgan	Lecturer in Archaeology	Apr. 1, 1940 (Su.'40)	Sp.	No salary
<i>College of Education</i>				
<i>Administration</i>				
Anthony Anderla	Instructor	June 17, 1940	Su.	400.00 period
Alan Griffin	Instructor	June 17, 1940 1st term,	Su.	400.00 period
*Orin B. Graff	Instructor	June 17, 1940 1st term,	Su.	100.00 period

*(Mr. Graff is to be paid \$300 additional direct by the Progressive Education Association)

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Ruth St. John	Instructor	June 17, 1940 1st term, Su.	200.00 period
(Above salaries to be paid from pro rata funds established for Workshop on the Secondary School Curriculum, through allocation of special fee authorized by the Board on January 8, 1940)			
Lloyd A. Cook	Associate Professor	June 17, 1940 1st term, Su.	800.00 period
A. N. Zechiel	Assistant Professor	June 17, 1940 1st term, Su.	500.00 period
C. B. Mendenhall	Instructor	June 17, 1940 1st term, Su.	500.00 period
Edward Liss	Consultant	June 17, 1940 1st term, Su.	800.00 period
(Above salaries to be paid direct by the Progressive Education Association)			
Rosemary Smith	Stenographer	Mar. 16, 1940	1,032.00
Eleanor G. Bookman	Typist (part time)	Feb. 16, 1940	480.00
<i>Education</i>			
Everett Kircher	Assistant Professor (part time)	June 17, 1940 Su.	500.00 period
*G. A. Glycer	Lecturer	June 17, 1940 1st term, Su.	300.00 period
* (Salary to be paid as follows: \$100 from A-1; \$200 from George Deen Funds)			
<i>Fine Arts</i>			
Mary Snow Carter	Assistant	Apr. 1, 1940 Sp.	150.00 period
<i>Music</i>			
Cathlyn Sue Schabel	Graduate Assistant	Apr. 1, 1940 Sp.	150.00 period
<i>Psychology</i>			
Thomas Gordon	Research Fellow	Jan. 2, 1940 for 6 months	860.00 period
Bernard J. Covner	Research Fellow	Jan. 2, 1940 for 6 months	360.00 period
Franklin Thomas	Research Fellow	Jan. 2, 1940 for 6 months	300.00 period
(Salaries to be paid from the National Research Council Fund—Rotary No. 7636)			
<i>University School</i>			
Cleo A. Roberts	Dietitian	Apr. 1, 1940 Sp.	800.00 period
(Salary to be paid from Dining Room Rotary No. 8260)			
<i>College of Engineering</i>			
<i>Engineering Drawing</i>			
Howard A. Douglass	Student Assistant	Mar. 1, 1940 Wi.Sp.	800.00
<i>Industrial Engineering</i>			
Harry D. Moore	Student Assistant	June 17, 1940 Su.	150.00 period
Phillip G. Patch	Student Assistant	June 17, 1940 Su.	150.00 period
Harold M. Wiggins	Student Assistant	June 17, 1940 Su.	150.00 period
<i>College of Medicine</i>			
<i>Medicine</i>			
Jo E. Welch	Research Assistant	Mar. 1, 1940 (12 months)	1,212.00
Elsie M. Washburn	Technical Assistant	Mar. 1, 1940 (12 months)	924.00
<i>Starling-Loving Hospital</i>			
<i>Housekeeping</i>			
Celia Elizabeth Moss	Janitress	Feb. 5, 1940 (1&4)	600.00
<i>Nursing Care</i>			
Irene Swain	General Duty Nurse	Feb. 9, 1940 (3&4)	912.00
<i>Laboratories</i>			
Carolyn Hillis	Assistant to Chief Laboratory Technician	Feb. 15, 1940 (1&4)	1,512.00

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<i>Dietary</i>					
Ernest Griffin	Dishwasher	Feb. 8, 1940	(3&4)	680.00	
Alice May Bowser	Assistant Cook	Feb. 18, 1940	(3&4)	648.00	
Ruth Friece	Assistant Cook	Feb. 27, 1940	(3&4)	600.00	
Bettye Gray	Assistant Cook	Feb. 1, 1940 for 23 days		38.86	period
<i>Graduate School</i>					
Edward C. Jordan	Research Fellow	Apr. 1, 1940		450.00	Sp. period
(Salary to be paid direct by the Battelle Memorial Institute)					
Joseph H. Chilcote	Research Fellow	Mar. 1 to May 31, 1940		450.00	period
(Salary to be paid from the Stark Brick Company Fund)					
Kenneth A. Mitchell	Research Fellow in	Feb. 1 to June 30, 1940		400.00	period
Wildlife Conservation					
Walter Scott Perry	Scholar	Feb. 1, 1940		300.00	period
<i>President's Division</i>					
<i>Physical Education for Women</i>					
Mary F. Shidone	Maid	Mar. 1, 1940		912.00	
(Salary to be paid from Laboratory Supply Store Pro Rata Funds)					
<i>Franz Theodore Stone Laboratory</i>					
Clarence E. Taft	Assistant Professor	June 17, 1940 1st term, Su.		300.00	period
<i>Administrative Division</i>					
<i>Business Office</i>					
Janet Foster	Typist	Mar. 1, 1940		972.00	
Helen Hedges	Typist	Mar. 1, 1940		972.00	
<i>Registrar's Office</i>					
Ethel V. Evans	Assistant to Registrar	Feb. 5, 1940		1,032.00	
Mary Nash Thomas	Assistant to Registrar	Feb. 26, 1940		1,032.00	
<i>Dean of Men's Office</i>					
Lowell A. Wrigley	Superintendent, Baker Hall	July 1, 1940 (12 months)		2,208.00	plus maintenance
(Salary to be paid from Baker Hall funds)					
Arthur M. Wellington	Assistant Dean of Men, and Director of Men's Housing Bureau	July 1, 1940 (12 months)		2,172.00	
Harvey M. Rice	Scholarship Supervisor, Baker Hall	July 1, 1940 (12 months)			Maintenance only
*	*	*	*	*	*

Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Arts and Sciences</i>			
<i>English</i>			
Walter Sutton	Graduate Assistant	Assistant	Sp. Qr. only
<i>College of Medicine</i>			
<i>Starling-Loving Hospital</i>			
Betty Finke	General Duty Nurse (A-1)	Assistant Head Nurse	Feb. 9, 1940 in Obstetrics (Rotary No. 7727)
<i>Graduate School</i>			
Henry Z. Schofield	Senior Research Engineer	Research Fellow	Jan. 2, 1940
*	*	*	*

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Arts and Sciences</i>				
<i>Administration</i>				
Janet Ricket	Stenographer	Feb. 1, 1940	\$1,032.00	\$1,212.00

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<i>English</i>				
Walter Sutton	Assistant	Apr. 1, 1940	450.00	900.00
<i>College of Commerce and Administration</i>				
<i>Geography</i>				
Arthur Robinson	Assistant	Apr. 1, 1940	600.00	1,050.00
<i>College of Education</i>				
<i>Bureau of Educational Research</i>				
Norman Woelfel	Assistant Professor and Research Associate	Feb. 1, 1940	4,500.00	5,000.00
Frederick Wyatt	Research Associate	Feb. 1 to June 30, 1940	750.00 period	1,250.00 period
(Salaries paid from General Education Board Fund—Rotary No. 7661)				
W. G. Hart	Research Assistant	Jan. 1 to June 30, 1940	350.00 period	300.00 period
(Salary paid from Highway Education Board Fund—Rotary No. 7300)				
<i>University School—Dining Room Rotary No. 8260</i>				
Alice Johnson	Dietitian and Instructor	Apr. 1, 1940 for 3 months	1,200.00	900.00
<i>College of Medicine</i>				
<i>Starling-Loving Hospital—Rotary No. 7727</i>				
<i>Nursing Care</i>			<i>Code</i>	
Betty Finke	Assistant Head Nurse in Obstetrics	Feb. 9, 1940	(3&4) 912.00	1,092.00 (A-1) (Rotary)
<i>Graduate School</i>				
Harry E. Risher	Research Assistant	Feb. 1, 1940	1,200.00	1,440.00
(Salary paid from American Petroleum Institute Funds—Rotary No. 7019)				
<i>Ohio Biological Survey</i>				
John A. Fluno	Graduate Assistant	Mar. 1, 1940	400.00 for 8 months	600.00 for 12 months
*	*	*	*	*

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
		<i>1939-1940</i>	
<i>College of Commerce and Administration</i>			
<i>Accounting</i>			
Hermann C. Miller	Professor	Su.Au.Wi.	Su.Au.Wi.Sp.
<i>Business Organization</i>			
H. H. Maynard	Professor	Su.Au.Wi.	Su.Au.Wi.Sp.
<i>College of Education</i>			
<i>Fine Arts</i>			
Will Rannells	Professor	1st term, Su. ('40)	2nd term, Su. ('40)
*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from state funds:

Bland L. Stradley, Dean of the College of Arts and Sciences, to attend the annual meeting of the Association of Deans of Liberal Arts Colleges of State Universities of the Mid-West in Baton Rouge, Louisiana from March 20-23, 1940, and the annual meeting of the North Central Association of Colleges and Secondary Schools in Chicago, Illinois, from April 2-5, 1940;

Walter C. Weidler, Dean of the College of Commerce and

Administration to attend the annual meeting of the American Association of Collegiate Schools of Business in Austin, Texas, from April 16-23, 1940;

Edith D. Cockins, University Registrar, to attend the annual meeting of the American Association of Collegiate Registrars in St. Louis, Missouri, from April 22-26, 1940;

Emmerich von Haam, Professor and Chairman of the Department of Pathology, to attend the meeting of the American Society of Experimental Pathologists in New Orleans, Louisiana, from March 12-17, 1940;

Orin E. Burley, Assistant Professor of Business Organization, to attend the meeting of the Institute for Consumer Education in Columbia, Missouri, from March 30 to April 5, 1940.

That in accordance with the provisions of the Public Employes Retirement System, the following employes be retired from University service on March 31, 1940, under the provisions of the Superannuation Retirement, and that the official service certificate be presented to each:

William W. Smith—Janitor (confined to hospital and removed from payroll February 15, 1940)

John H. Jaeger—Janitor

That Mrs. Verna Spicer, Stenographer in the College of Education, be granted a leave of absence, without salary, for one year effective March 16, 1940.

That the following resolution adopted by the Graduate Council at a meeting held on February 5, 1940, be approved:

That at least one tuition scholarship in the Graduate School be provided for each college, other than the Ohio State University, which holds membership in the Ohio College Association. Such a tuition scholarship shall be available only to a faculty member of another Ohio college who, as certified by his Dean or President, is on bona-fide leave of absence with the presumption that he will return to his institution upon the completion of his leave, and it shall be good only during three consecutive quarters for a full time schedule in the Graduate School.

That the Citizens Military Training Camp Scholarship be renewed for the year 1940-1941. This scholarship is to be granted to the outstanding Citizens Military Training Camp cadet graduating in the Summer of 1940 from the four-year course, and carries with it only the remission of the quarterly incidental fee.

That, upon the recommendation of the University Faculty, the report of the Council on Instruction covering the changes in courses, curricula and new courses for the academic year 1940-1941, be approved.

That the members of the Ohio Bar who enroll in the College of Law during the Summer Quarter 1940 and who elect only the course entitled "Federal Jurisdiction and Procedure" during the first term, or "Taxation" during the second term, be exempted from the customary Matriculation Fee of \$15 and be charged a special tuition fee of \$10 for either of said terms.

That, for the purpose of giving aid to teachers in service upon

the reading problems which they encounter in their school work, a six-day Reading Institute be held during the Summer Quarter 1940 under the joint auspices of the Department of Psychology and the Bureau of Special and Adult Education, and that a special laboratory deposit for this Institute be authorized as follows:

\$10 per person for all persons not registered in the University

\$ 5 per person for persons who are registered as students in the University during the Summer Quarter.

The proceeds are to be available for employment of personnel, including clerical help, for printing, supplies, and rental of equipment involved in the conduct of the Institute.

That the Department of Physical Education be authorized to offer a Sports Clinic for women teachers of Physical Education, in accordance with the plan approved by the Board of Trustees on July 10, 1939, with the following changes:

- (1) That the Clinic be scheduled for the period from June 20 to July 3, 1940, inclusive;
- (2) That any student regularly enrolled in the University for the Summer Quarter be permitted to register for one or more courses of the Sports Clinic at a fee of \$3 per course.

That there be appropriated from H-8 Contributions, \$750 for the use of the Ohio State University Y.M.C.A. for the period from January 1 to June 30, 1940, as usual.

That there be appropriated from H-8 Contributions, \$300 for the use of the Ohio State University Y.W.C.A. for the period from January 1 to June 30, 1940, as usual.

That \$375 be appropriated from H-8 Contributions for the Ohio Journal of Science for its use from January 1 to June 30, 1940, in accordance with the usual practice in this matter.

That there be appropriated from H-8 Contributions, \$200 for the use of the Agricultural Student, a periodical published by the students of the College of Agriculture, for the period from January 1 to June 30, 1940.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$2000 from the Highway Education Board for the use of Professor Edgar Dale in his research study on traffic safety (to be credited to Rotary No. 7300), and that the salary of W. G. Hart, Research Assistant, Bureau of Educational Research, be paid from this fund instead of from Rotary No. 7495, effective January 1, 1940;

\$1000 for the establishment of a scholarship to be known as the Erdis G. Robinson Scholarship. It is anticipated that the scholarship will yield, for a graduate student in the School of Social Administration, the annual amount of \$60. This money is obtained from the following sources:

\$700 from the School of Social Administration Associates treasury. Of this amount \$500 represents a direct gift from Mr. Erdis G. Robinson, and \$200 represents a miscellaneous gift from graduates and students of the School;

\$300 furnished by the Ohio State University Development Fund.

That the following contracts heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

The Stark Brick Company, Canton, Ohio—Investigation of glazed brick (to be known as the Stark Ceramic Fellowship);

National Paving Brick Association, Washington, D. C.—Investigation of Paving Brick and their use (to be known as the National Paving Brick Association Fellowship).

That, in accordance with the recommendation of the University Faculty, degrees be awarded at the Winter Convocation on March 15, 1940, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Leslie Platt Bigelow, A.B., A.M. (Oberlin College); David Howard Dickason, B. A. (The College of Wooster), M.A. (University of California); Donald Dooley, B.S. (Bethany College), S.M. (University of Chicago); Jean Failing, B.A., M.A. (University of Oregon); Elden Detalau Haller, B.Ch.E., M.Sc.; Harold William Kenney, B.Sc. in Agr., M.A.; Donald Royal Myers, B.A.; John Boyd Page, B.S. (Brigham Young University), M.A. (University of Missouri); Byron Thomas Shaw, B.S. (Agricultural College of Utah); Sidney Charles Sufrin, B.A. (University of Pennsylvania); Merle Richard Sumption, A.B. (Capital University), M.A.; Edward Cristy Welsh, A.B. (Lafayette College), M.A. (Tufts College); M. Kimball Wiles, B.S. in Edu. (Miami University), M.A.

MASTER OF ARTS

Samuel Voitovich Bennett, A.B. (Wittenberg College); Irma Marguerite Bentz, B.A.; Robert Ewing Emmer, B.A.; Robert Paul Fischer, B.A.; Gladys Jane Forsythe, B.Fine Arts; Alfred Field Foster, B.A. (The College of Wooster); Ann Stellhorn Gebhardt, B. Fine Arts; John William Kaiser, B.S. in Edu. (Ohio University); Jack Andrew McCord, A.B. (Eastern Kentucky State Teachers College); Carma Hostetler Miller, A.B. (Cedarville College); Chester Otto Mills, B.Sc. in Edu.; Marjorie Helen Post, B.Fine Arts; Claude Everett Swick, B.S. in Edu. (Ohio University); Howard Elliot Thompson, B.S. (Springfield College); Hugh Kirk Torrance, S.B. (Haverford College); Helen Marie West, B.Sc. in Edu.; Judith Elizabeth Whitney, A.B. (Otterbein College).

MASTER OF ARTS IN SOCIAL ADMINISTRATION

Vaughn Wickert Fry, B.A.; Roy Treuhaft, B.Sc. in Soc. Adm.

MASTER OF BUSINESS ADMINISTRATION

Frederick Byers Miller, B.S. (Baldwin-Wallace College).

MASTER OF SCIENCE

Clair Cahill Alexander, B.S. in Agr. (Purdue University); Joseph Jenks Chamberlain, III, B.A.; Rogers Francis Davis, B.A. (The College of Wooster); Berton Crosby Dickinson, B.S. (Connecticut

State College); Joseph Edward Fields, B.S. (Otterbein College); Richard Namon Hofmaster, B.Sc. in Agr.; Joseph Braden Littler, B.S. in Ch.E. (Ohio Northern University); Louis Eugene Marchi, B.S. (Northwestern University); Julian Spencer Maxey, B.A.; Darrell Marshall McLean, B.S. (Oklahoma Agricultural and Mechanical College); Elmer Leroy McMaster, B.S. (Mount Union College); Kenneth Adelbert Mitchell, B.Sc. in Agr.; Robert Thomas Mitchell, B.Sc. in Agr.; David Thomas Mowry, B.A. (The College of Wooster); Margaret Esther Smith Pettijohn, B.S. in H.E. (Purdue University); Norman Alexander Preble, A.B. (University of Kansas); Roy Wilson Rings, B.Sc. in Agr.; Ernest Bradford Snyder, B.Cer.E.; Clesson Nathan Turner, B.S. (Cornell University); Clayton William Weber, B.Ch.E.

BACHELOR OF SCIENCE IN AGRICULTURE

Robert Owen Barnes, A.B. (Otterbein College); Harold Arthur Benedict; Forest Irven Bower; John Dalton Bowers; William McKinley Chaffee; Robert Long Clark; Roy Allen Cole; Robert Washington Coles, Jr.; Dallas Lee Cornett; Dean T. Deniston; Evert Glen Denney; William Charles Fisher; Donald Eugene Flory; Howard Ross Haise; Thomas David Harman; William Joslin, Jr.; Robert George Jung; Harold Glenn Koker; Paul Lewis Komminsk, B.Sc. in Bus.Adm.; Ralph Clifford Lakamp; Leland Lemert Leachman; Eliot Charles Mally; David Bloom Moody; Hubert Jesse Muse; J. Vernon Patterson; Charles Benjamin Peak; Clinton David Reynolds; Cecil Henry Robinson; Otto Dennis Sands; Robert Gordon Stutzman; John Walter Varga; Edgar Payne Watkins; Ned Winson Woodruff; Orlando Wayne Woodyard; Judson Ebright Wylie.

BACHELOR OF SCIENCE IN HOME ECONOMICS

Ardes Hortense DeHaven; Charlotte Engard; Rosetta Marie Giovanello; May Rena Johnson; Bettie Keegan; Eleanora Langston Petersen; Martha Jane Welch Puppel; Clarabeth Zehring.

BACHELOR OF ARTS-WITH HONORS

Robert Louis Aronson (cum laude); Sheldon Gilbert Cohen (cum laude); Edward Roger Grilly (cum laude); Robert Arthur Langevin (with High Distinction in Mathematics); Frederick Sparks Stimson (cum laude and with High Distinction in Fine Arts).

BACHELOR OF ARTS

Charles Thomas Anders; John Baker Chaney; Owen Coghlan, Jr.; Marco James Cramer; Barbara Elizabeth Davis; Donald Clarence Gilpin; Margaret Tuttle Halliday; John Robert Hoffman; LeRoy Frank Kurlander; Charles Harrison MacQuigg; Elinor Frances Marion; Charles George Micheau; Dorothy Mumma Miller; Abraham Moskowitz; Herbert Quinn; Richard Clement Roderick; Robert Edward Shain; Gerald Alton Snyder; Jerry G. Spears; George Step-anovich; Charles Lewis Stevers; Wilmer Wallace Stover, B.Sc. in Edu.; James Sanns Summers; Charles Oliver Thomas; Herbert Lawrence Topolosky; Frances Louise Townsend; Henry Noile West-hafer.

BACHELOR OF SCIENCE IN JOURNALISM

John Newton Traxler; Clifton Barr Williams.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION

James Charles Boylan; Howard Newton Bullock; Bina Ralph Cable; Charles Thomas Carl; Reeve Sherborn Conover; Richard Edward Dick; Everett Arlo Doty; Maynard Edwards; John Joseph Fenstermaker; Henry August Hawisher, Jr.; Arthur Melvin Hoskinson; William Ballard Johnson, Jr.; Charles Hayden Jones; Paul Earl Liber; John Rowland Lloyd; Saul Mason; Ernest Franklin McClannan; Raymond Francis Miller; Robert Moses; Bernard Anthony Muliolis; Frank Leo Nevius, Jr.; Allen MacConnell Olmstead; Helen Irene Overturf; William Aloysius Reynolds; Thomas Carlton Ries; William Russell Rose; Meyer Jaskulek Spiro; Frank Henry Vogel, Jr.; Ralph Wander Workman.

BACHELOR OF SCIENCE IN EDUCATION—WITH HONORS

Annetta Ruth Cohen (with Distinction); John Melvin Leiman (with Distinction).

BACHELOR OF SCIENCE IN EDUCATION

Vesta Marie Bolliger; Barbara Wilson Buckner; Mary Mildred Buss; Franklin Junior Craig; Helen Louise Davis; Dan Rennie Dillon; John Kirkwood Donavin; Nancy Elizabeth Elder; Helen Jane Evans; Jack Fleischer; William Wilson Keck; Lucile Charlotte Kester; Charlotte Florene Kibler; Charles Walter King, Jr.; Harriet Martha Kinney, B.A.; Helen Yvonne Lockwood; Milan Milkovich; Romaine DeVon Monthaven; Annie Charline Mossman; Mary Lydia Peacock; Ruth Elizabeth Pontius; Ruth Tu Powell; Ida Rivlin; Eloise Jessie Roth; Howard Isaac Shull; Vivian Alba Snyder, B.Fine Arts; Robert William Stein, Jr.; Catherine Lenora Uhrig; Betty Pearl Walker; Katherine Victoria Whitehead, B.A.; Mabel Winifred Wilson.

BACHELOR OF FINE ARTS

Charlotte Anne Isbell.

BACHELOR OF ARCHITECTURE

Roland Koerner Kuechle; John Turner Westlake.

BACHELOR OF CHEMICAL ENGINEERING

Clifford Bernard Kemp; John Robert Linn; Francis Joseph Van der Werf.

BACHELOR OF CIVIL ENGINEERING

William Ward Campbell; James Philip Hawke; Thomas Jefferson Henderson; Jack Andrew Matthaes.

BACHELOR OF INDUSTRIAL ENGINEERING

Howard Ernest Castiglioni; George Howard Colvin; Jack Potter Gilbert; Edward Joseph Jados; Wyn Eugene McCoy; Frederick Joseph McCullough; Leo Pearlman; Richard Otto Riegler.

BACHELOR OF LANDSCAPE ARCHITECTURE

Robert Stuart MacKellar, B.Fine Arts.

BACHELOR OF METALLURGICAL ENGINEERING

Sidney Isenberg; Hugo Edward Johnson; Frank Robert Pinkney.

BACHELOR OF SCIENCE IN PHARMACY

Robert Hugh Morris.

CERTIFICATE OF GRADUATE NURSE

Mary Mildred Buss; Nancy Elizabeth Elder; Charlotte Florene Kibler; Eloise Jessie Roth; Betty Pearl Walker.

Upon motion of Mr. Atkinson, seconded by Mr. Rummell, the above recommendations of the President were upon roll call unanimously approved.

* * * * *

The President now presented to the Board a recommendation from Dean Charles E. MacQuigg, of the College of Engineering, that the University establish on the campus an Institute of Photogrammetry and Precise Surveying; and further, that the Board give consent to the erection of a building to house said Institute provided funds are available to the Board for such purpose.

The President advised the Board that he concurred in the recommendation of Dean MacQuigg.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the Board by unanimous vote approved the above recommendation as presented.

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Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board by unanimous vote requested the President to confer with the Faculty Committee on Honorary Degrees relative to the procedure now in use in making recommendations for such degrees.

* * * * *

Dean John F. Cunningham, of the College of Agriculture, presented the plot plans for the operation of the University Farm for the coming year.

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the plans as presented were approved by unanimous vote.

* * * * *

The Board now recessed for luncheon at the University Schools. This was followed by an inspection of the building and of the activities conducted therein.

The Board resumed its session at 2:30 P. M., with the same members present.

* * * * *

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the following resolution was unanimously adopted:

On behalf of the Ohio State University, the Board of Trustees desires to express to the Columbia Broadcasting System the thanks and appreciation of the University for the gift of its 1000-watt Western Electric transmitter formerly used by radio station WKRC.

This equipment, complete with tubes, a 4000-volt five kilowatt motor generator set with auxiliaries and instruments useful for tuning directional antennas, has been installed in

the transmission laboratory of the Department of Electrical Engineering and will afford constructive and useful service for instruction in radio engineering. It will also provide facilities for communications research and graduate work and will offer to the Student Radio Club important project facilities.

The Board of Trustees desires to acknowledge gratefully the cooperative interest and generosity of the Columbia Broadcasting System and of Mr. E. K. Cohan, Director of Engineering, and Mr. A. B. Chamberlain, Chief Engineer of that system, at whose joint suggestion, the Board understands, this gift was made to the University and to whom it is directed that copies of this resolution shall be furnished.

* * * * *

The Secretary reported that in accordance with authority granted by the Board at its June 12, 1939 meeting, the Cabinet had authorized the following change orders:

Faculty Assembly Unit (PWA Docket No. Ohio 2158-F)

Trapp-Carroll Company—Contract No. 2 (General)

Telephone outlet, second floor stair hall; miscellaneous hardware and glass shelves.....	\$ 97.00
Venetian blinds	765.00
Screen doors	820.00
(Proposals of February 15, 1940)	
	\$782.00

Men's Dormitory (PWA Docket No. Ohio 1990-F)

R. I. Blauser—Contract No. 11 (Miscellaneous Construction, Finish Furnishings and Equipment)

Reed furniture (Heywood Wakefield Company) as per proposal of January 30, 1940 on Items 14-18 inclusive..... \$755.58

Upon motion of Mr. Thompson, seconded by Mr. Atkinson, the above actions of the University Cabinet were upon roll call unanimously approved.

* * * * *

The Secretary now read the following letter from the University Architect:

March 6, 1940.

Mr. Carl E. Steeb, Secretary
Board of Trustees
Ohio State University

Dear Sir:

I certify that the work required of the following contractors to-wit:

Trapp-Carroll Company under Contract No. 2 for General Construction;
Eastern Plumbing Company under Contract No. 8 for Heating and Ventilating;
J. F. Oelgoetz Company under Contract No. 4 for Plumbing;
Superior Electric Engineering Company under Contract No. 5, for Electrical Work, and
The Warner Elevator Manufacturing Company under Contract No. 6 for Elevators.

for the construction of the Faculty Assembly Unit (PWA Docket No. Ohio 2158-F), Ohio State University, was substantially completed on March 1, 1940, in accordance with the provisions of the said contracts.

I recommend that the work be accepted, and that the Board of Trustees of Ohio State University be requested to authorize you to issue a certificate of completion and acceptance in the form recommended by the Resident Engineer Inspector, PWA.

Yours very truly,
(Signed) HOWARD DWIGHT SMITH,
University Architect.

Mr. Thompson offered the following resolution and moved its adoption:

WHEREAS, the University Architect has certified to the substantial completion of the Faculty Assembly Unit and of the work contemplated and included in PWA Docket No. Ohio 2158-F,

NOW, THEREFORE, Be It Resolved that the Secretary of this Board of Trustees be and he is hereby authorized to execute certificates of completion and acceptance of the work required by the several contracts under the said Docket.

Mr. Dargusch seconded the above motion which was upon roll call unanimously adopted.

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The Secretary presented the drawings, specifications, bill of materials, estimated cost, and form of proposal for the Communications Laboratory Remodeling, as prepared by the University Architect. The estimated cost of this improvement is \$12,640 and this amount is available under the F-1 appropriation in House Bill 674.

Upon motion of Dr. Altmaier, seconded by Mr. Thompson, the Board by unanimous vote approved the above drawings, specifications, bill of materials, estimated cost and form of proposal, and directed the Secretary to present same to the State Director of Public Works for approval, and if approved by him, to advertise for bids in accordance with law.

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Upon motion of Mr. Thompson, seconded by Mr. Dargusch, an extension of time, from April 1 to May 15, 1940, as recommended by Mr. Paul H. Elleman, Maintenance Engineer, for completion of the contract with The Emrich Company for the Deaerating Heater for Domestic Hot Water in the Power Plant, was upon roll call unanimously approved.

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The Secretary read to the Board a letter from Emeritus Professor B. A. Eisenlohr, requesting that the action taken by the Board at its meeting of September 12, 1938, pertaining to a proposed bequest of \$1,000 to be made to the University at his death, be rescinded.

In lieu of this bequest, Professor Eisenlohr enclosed with his letter a check for \$600 which he desires to have deposited in the irreducible debt of the state of Ohio for the establishment of the Gustav W. Eisenlohr Fund. Professor Eisenlohr desires further that this amount be kept intact until such time as the principal and the accumulated interest shall amount to not less than \$1,000 after which time the income therefrom shall be spent for the purchase of books for the Department of German.

Upon motion of Mr. Atkinson, seconded by Mr. Dargusch, the Board by unanimous vote rescinded its action of September 12, 1938, and accepted with appreciation the gift of \$600 from Professor Eisenlohr for the establishment of the Gustav W. Eisenlohr Fund, together with the conditions as outlined by the donor.

* * * * *

The Secretary presented the sketches for the proposed remodeling of the Administration Building, to accommodate the divisions of the administration as shown on the plan. This work would be done as soon as the Faculty Club moves to its new quarters, and the costs of this improvement would be paid out of the F-1 appropriation, House Bill 674.

Upon motion of Mr. Atkinson, seconded by Dr. Altmaier, the above proposed plans were approved by unanimous vote.

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Thereupon the Board adjourned to meet on Monday, April 8, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TWENTY-FIFTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, April 8, 1940.

The Board of Trustees met at the University at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell and Lockwood Thompson.

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The minutes of the last meeting were approved.

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President Bevis now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>Agricultural Extension</i>			
Howard Davison	Co. Agr. Agent, Butler County	Apr. 30, 1940	\$ 2,970.00
Ruth P. Hansen	Home Dem. Agent, Lucas County	Apr. 15, 1940	2,460.00
<i>College of Agriculture</i>			
<i>Agronomy</i>			
Robert M. Salter	Professor and Chairman	Apr. 30, 1940	3,872.00
<i>Animal Husbandry</i>			
Wayne Bauer	Student Laborer	Mar. 31, 1940	240.00
George Zeis	Student Laborer	Mar. 31, 1940	240.00
<i>Farm Operations</i>			
Merle Day	Laborer	Mar. 31, 1940	1,272.00 and house
<i>Horticulture and Forestry</i>			
Elbert L. Agnew	Graduate Assistant	Mar. 31, 1940	450.00
<i>Zoology and Entomology</i>			
George R. Ferguson	Graduate Assistant	Mar. 31, 1940	450.00
<i>College of Arts and Sciences</i>			
<i>English</i>			
Harry Graff	Assistant	Mar. 31, 1940	954.00
<i>German</i>			
Walter L. DeVold	Graduate Assistant	Su. Qr.	150.00
<i>Speech</i>			
C. Emory Glander	Assistant	Mar. 31, 1940	954.00
<i>College of Dentistry</i>			
<i>Dental Clinic</i>			
Mary E. Reiter	Technical Assistant	Mar. 16, 1940	912.00

<i>College of Education</i>			
<i>Administration</i>			
Mildred O. Chaplin	Graduate Assistant	Mar. 31, 1940	450.00
<i>Psychology</i>			
Ruth V. Raimy	Assistant	Mar. 31, 1940	954.00
Victor C. Raimy	Graduate Assistant	Mar. 31, 1940	450.00
<i>College of Engineering</i>			
<i>Industrial Engineering</i>			
Kenneth K. Edgar	Assistant	Mar. 31, 1940	1,200.00
<i>College of Medicine</i>			
<i>Pathology</i>			
Leona R. Cappel	Research Assistant	Mar. 15, 1940	900.00
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Attilio D. Puppel	Telephone Operator	Apr. 21, 1940	912.00
<i>Dispensary</i>			
Frances Cragga	General Duty Nurse	Mar. 17, 1940	912.00
<i>Graduate School</i>			
Claire C. Alexander	Research Fellow	Mar. 15, 1940	480.00
Bruce D. Gleissner	Research Fellow	Mar. 31, 1940	480.00
<i>President's Division</i>			
<i>Broadcasting Station</i>			
Donald L. Beam	Assistant Operator	Mar. 31, 1940	315.00
<i>Administrative Division</i>			
<i>Business Office</i>			
Mary Ann Camden	Clerk	Mar. 8, 1940	972.00
<i>Laboratory Supply Store—Rotary</i>			
Mary Deshler	Typist	Mar. 31, 1940	972.00
Betty Irene Windomaker	Clerk	Apr. 15, 1940	972.00
<i>University Print Shop</i>			
Ora L. Herndon	Printer	Mar. 15, 1940	1.18½ per hour
<i>Athletics</i>			
E. A. Weed	Caretaker	Mar. 31, 1940	1,152.00
<i>Pomerene Refectory</i>			
James Riffle	Janitor	Mar. 31, 1940	696.00
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Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Howard Davison	Extension Animal Husbandman (Assistant Professor)	May 1, 1940		\$ 3,276.00
Rosemary K. Roberts	Home Dem. Agent, Lucas County	Apr. 16, 1940		1,848.00
Jean W. Lambert	Graduate Assistant in Agronomy (half time)	June 1, 1940		600.00
<i>College of Agriculture</i>				
<i>Administration</i>				
Rose Mary Rotondo	Stenographer	Mar. 11, 1940		972.00
(Salary to be paid as follows: \$492 from A-1; \$480 from Rotary No. 7250)				

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<i>Agricultural Engineering</i>			
Merle Day	Handyman	Apr. 1, 1940	1,632.00
<i>Agronomy</i>			
Cecil A. Lamb	Assistant Professor	May 1, 1940 Wi. ('41)	1,200.00
	(Also ½ time at Ohio Agricultural Experiment Station)		
Robert Q. Parks	Instructor	July 1, 1940 Au.Wi. ('40-'41)	750.00
	(Also ½ time at Ohio Agricultural Experiment Station)		
	(Above salaries to be paid in 12 monthly installments)		
<i>Animal Husbandry</i>			
Robert Class	Student Laborer	Apr. 1, 1940	240.00
Charles Whitney	Student Laborer	Apr. 1, 1940	240.00
<i>Dairy Technology</i>			
Barbara Armstrong	Stenographer (part time)	Mar. 1, 1940	480.00
	(Salary to be paid as follows: \$360 from Agricultural Extension; \$120 from Rotary No. 7250)		
<i>Farm Operations</i>			
Charles Walter	Laborer	Apr. 1, 1940 for 8 months	800.00 period
<i>School of Home Economics</i>			
Opal Jane Halliday	Instructor	Apr. 1, 1940	Sp. 450.00
	(Salary to be paid as follows: \$150 from Smith-Hughes funds \$300 from George-Deen funds)		period
Mildred Van Nest	Research Assistant	May 1, 1940 for 1 month	125.00
	(Salary to be paid from George-Deen funds)		period
<i>Horticulture and Forestry</i>			
Allan Purdy	Graduate Assistant in Forestry	Apr. 1, 1940	Sp. 150.00 period
<i>Zoology and Entomology</i>			
Carl B. Huffaker	Graduate Assistant	Apr. 1, 1940	Sp. 150.00 period
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Samuel Saslaw	Technical Assistant	Apr. 1, 1940 for 2½ months	100.00 period
William Bradley	Technical Assistant	Apr. 1, 1940 for 2½ months	80.00 period
	(Above salaries to be paid from Laboratory Supply Store Pro Rata funds)		
<i>English</i>			
J. Harold Wilson	Associate Professor (part time)	Apr. 1, 1940 (Special Contract)	Sp. 318.00 period
<i>German</i>			
J. H. L. Pflueger	Graduate Assistant	June 17, 1940 Su.	150.00 period
<i>Speech</i>			
Walter B. Emery	Assistant Professor	Oct. 1, 1940	Au.Wi.Sp. 3,000.00
Howard Farley	Assistant	Apr. 1, 1940	Sp. 300.00 period
<i>College of Commerce and Administration</i>			
<i>Business Organization</i>			
Albert H. Dehner	Graduate Assistant	Apr. 1, 1940	Sp. 150.00 period
<i>College of Dentistry</i>			
<i>Dental Clinic</i>			
Phyllis Mae Mooney	Technical Assistant	Mar. 26, 1940	912.00
Benjamin Isham	Technical Assistant (part time)	Apr. 1, 1940	792.00
<i>College of Education</i>			
<i>Administration</i>			
Raymond J. Ramsden	Graduate Assistant	Apr. 1, 1940	Sp. 150.00 period
Eileen Perrin	Stenographer	Apr. 4, 1940	972.00
Wanda L. Martin	Stenographer	Mar. 1, 1940 for 1 month	80.00 period

<i>Education</i>				
Mildred O. Chaplin	Instructor (part time)	Apr. 1, 1940	Sp.	400.00 period
Ruth C. Teeters	Instructor (part time)	Apr. 1, 1940	Sp.	400.00 period
Betty Lauderbaugh	Assistant (part time)	Apr. 1, 1940	Sp.	275.00 period
Marian Vories	Graduate Assistant	Apr. 1, 1940	Sp.	150.00 period
*C. C. Weidemann	Associate Professor (part time)	June 17, 1940	Su.	760.00 period
*Victor Coutant	Instructor (part time)	June 17, 1940	1st term, Su.	100.00 period
*Harold Reynard	Instructor (part time)	June 17, 1940	1st term, Su.	100.00 period
Lloyd L. Ramseyer	Lecturer	June 17, 1940	1st term, Su.	200.00 period
Carl Byers	Assistant *(Special Contracts)	June 17, 1940	Su.	100.00 period
<i>Music</i>				
John W. McCarthy	Professor (Special Contract)	June 17, 1940	1st term, Su.	450.00 period
Frederick Stevens	Professor	June 17, 1940	1st term, Su.	225.00 period
S. Norman Park	Assistant Professor	June 17, 1940	1st term, Su.	150.00 period
<i>Psychology</i>				
Victor C. Raimy	Assistant	Apr. 1, 1940	Sp.	318.00 period
George W. Knox	Graduate Assistant	Apr. 1, 1940	Sp.	150.00 period
<i>College of Engineering</i>				
<i>Civil Engineering</i>				
Robert R. Weber	Student Assistant	Apr. 1, 1940	Sp.	60.00 period
<i>Engineering Experiment Station</i>				
Bernard Fried	Research Engineer (part time)	Apr. 1, 1940	for 3 months	860.00 period
<i>Industrial Engineering</i>				
Ralph G. Preston	Assistant	Apr. 1, 1940	for 3 months	300.00 period
<i>Mine Engineering</i>				
Richard H. Hunsinger	Student Assistant	Apr. 1, 1940	Sp.	100.00 period
<i>College of Medicine</i>				
<i>Oto-Laryngology</i>				
J. E. Arrington	Instructor	Apr. 1, 1940	(12 months)	No salary
D. G. Sanor	Instructor	Apr. 1, 1940	(12 months)	No salary
<i>School of Nursing</i>				
Ethel Leazenbee	Instructor, Field Nursing	Jan. 1 to Mar. 31, 1940		300.00 period
<i>Starling-Loving Hospital</i>				
<i>Administration</i>				
Melvin L. Myers	Telephone Operator (student)	Apr. 22, 1940	(1)	912.00
*Lucille Moore	Telephone Operator *(Salary to be paid from Rotary No. 7727)	Apr. 1, 1940	(1)	912.00
<i>Dietary</i>				
James Lee Hawkins	Kitchen Helper	Mar. 5, 1940	(3&4)	714.00
Henrietta Mae Jones	Diet Kitchen Helper	Mar. 4, 1940	(3&4)	600.00
Marjorie L. Bowser	Diet Kitchen Helper	Mar. 5, 1940	(3&4)	600.00
<i>Dispensary</i>				
Maxine Almendinger	General Duty Nurse	Mar. 18, 1940	(3&4)	912.00
<i>College of Veterinary Medicine</i>				
<i>Veterinary Medicine</i>				
M. G. Fincher	Professor	Apr. 1 to June 30, 1940		1,125.00 period

Graduate School

Henry Z. Schofield	Research Fellow	Apr. 1 to Dec. 31, 1940	2,475.00
(Salary to be paid from the National Paving Brick Association Fund) period			
Albert Prebus	Development Fund Fellow	July 1, 1940 Su.Au.	Sp. 1,600.00
in Electron Optics			
(Salary to be paid from the Ohio State University Development Fund in 12 monthly installments)			
Hamblin H. Crowell	Research Assistant	Apr. 1, 1940 for 6 months	360.00
(Salary to be paid from the Sherwin-Williams Company Fund) period			
Roy W. Rings	Research Fellow	Apr. 1 to June 30, 1940	180.00
(Salary to be paid from the Rohm and Haas Company Fund) period			
*Berton C. Dickinson	Research Assistant	June 1, 1940 for 4 months	600.00
period			
*George R. Ferguson	Research Assistant	Apr. 1, 1940 for 6 months	900.00
period			
*Charles M. Meadows	Research Assistant	Apr. 1, 1940 for 6 months	900.00
*(Above salaries to be paid direct by the Sherwin-Williams Company) period			
William H. Ireland	Franklin H. Patterson Memorial Scholar	Apr. 1, 1940	Sp. No salary

*President's Division**Broadcasting Station*

Warren W. Whitlinger	Staff Assistant	Apr. 1 to May 31, 1940	200.00
period			
John B. Heffelfinger	Assistant Radio Operator	Apr., 1 to June 30, 1940	105.00
period			
Crystal Barker	Stenographer	Mar. 15, 1940	972.00

*Administrative Division**Business Office*

Imogene F. Wilson	Comptometer Operator	Mar. 11, 1940	972.00
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*Physical Plant Division**Light, Heat and Power—Generation*

Eugene L. Reeder	Clerk	Apr. 1, 1940	1,212.00
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Roads and Grounds

Val Boehm	Laborer	Apr. 1, 1940 for 7 months	630.00
period			
Isaac Harris	Laborer	Apr. 2, 1940 for 7 months	630.00
period			

Janitor Service

Kenneth F. Ostermeyer	Janitor	Apr. 1, 1940	1,212.00
William D. Davis	Janitor	Apr. 1, 1940	1,212.00
Elizabeth Hollis	Janitress	Apr. 1, 1940	972.00

Laboratory Supply Store—Rotary

Katherine E. Young	Typist	Apr. 1, 1940	912.00
Margaret Stabs	Clerk	Apr. 16, 1940	912.00

University Print Shop

Arthur C. Hetrick	Linotype Operator	Mar. 11, 1940	9.69 per day or 10.48 per night
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Pomerene Refectory

Lucile Wright	Assistant (part time)	Apr. 1, 1940	150.00
period			

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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>Agricultural Extension</i>			
Gerald H. Huffman	Asst. Co. Agr. Agent, Butler County	Co. Agr. Agent, Butler County	May 1, 1940
<i>College of Agriculture</i>			
<i>Agronomy</i>			
R. D. Lewis	Professor	Professor and Chairman	May 1, 1940
<i>College of Commerce and Administration</i>			
<i>Accounting</i>			
Lillian Widmaier	Reader	Graduate Assistant	Apr. 1, 1940
John Ziegler	Reader	Graduate Assistant	Apr. 1, 1940

<i>Business Organization</i>					
George J. Eberhart	Graduate Assistant	Assistant		Apr.	1, 1940
F. Byers Miller	Graduate Assistant	Assistant		Apr.	1, 1940
<i>College of Medicine</i>					
<i>Starling-Loving Hospital</i>					
Landon Reed	Kitchen Helper (Dietary)	Janitor (Housekeeping)		Mar.	5, 1940
<i>Physical Plant Division</i>					
<i>Janitor Service</i>					
Herbert DeLong	Janitor	Floor Waxer		Apr.	1, 1940
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Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate	
			From	To
<i>Agricultural Extension</i>				
Gerald H. Huffman	Co. Agr. Agent, Butler County	May 1, 1940	\$2,154.00	\$2,562.00
<i>College of Agriculture</i>				
<i>Agronomy</i>				
R. D. Lewis	Professor and Chairman	May 1, 1940	2,268.00	3,675.00
<i>Farm Operations</i>				
A. C. Rhoten	Laborer	Apr. 1, 1940	800.00	1,212.00
Kenneth Vaught	Laborer	Apr. 1, 1940	1,212.00	1,272.00
<i>College of Commerce and Administration</i>				
<i>Business Organization</i>				
George J. Eberhart	Assistant	Apr. 1, 1940	450.00	900.00
F. Byers Miller	Assistant	Apr. 1, 1940	450.00	900.00
<i>College of Dentistry</i>				
<i>Dental Clinic</i>				
Mary Edith Luethi	Stenographer	Apr. 1, 1940	972.00	1,212.00
Marianne Ide Clarke	Technical Assistant	May 1, 1940	852.00	972.00
Elma Willis	Technical Assistant	May 1, 1940	912.00	972.00
<i>College of Education</i>				
<i>University School-Dining Room—Rotary</i>				
Alice Johnson	Dietitian and Instructor	Apr. 1, 1940 for 3 months	225.00 period	No salary
<i>College of Medicine</i>				
<i>Starling-Loving Hospital</i>				
<i>Housekeeping</i>				
Landon Reed	Janitor	Mar. 5, 1940	714.00 (3&4)	732.00 (1)
*	*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized and that railroad fare and pullman be paid by the University from Interest on Endowment funds:

Robert C. Higgy, Director of the Broadcasting Station, to represent the University on business before the Federal Communications Commission investigating possibility of change of time and channel assignment, April 9-12, 1940, in Washington, D. C.

That Paul N. Lehoczky, Associate Professor of Industrial Engineering, be granted a leave of absence, without salary, for one year from October 1, 1940, to October 1, 1941, in order to permit him to

serve the Industrial Commission of Ohio in dealing with some of its engineering problems.

That, in accordance with the regulations of the Public Employes Retirement System, Sue Merrell, Janitress in the Dental Clinic, College of Dentistry, be retired from University service as of April 30, 1940, under the provisions of the Disability Retirement.

That there be appropriated from Interest on Endowment funds the sum of \$500 for travel by the President in the interest of the University.

That the Board of Award of the Joseph Sullivant Medal, recommended by the Graduate Council and provided for in the Letter of Gift by the late Dr. Thomas C. Mendenhall, be approved, namely, Dr. Lyman J. Briggs, Director of Bureau of Standards, Washington, D. C.; President P. C. Nash, University of Toledo, Toledo, Ohio; Professor P. A. Shaffer, Washington University, St. Louis, Missouri. These names have been selected by the Graduate Council after much consideration, and the persons mentioned have never had any kind of connection with the Ohio State University.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$4,000 from Ohio State University Development Fund (the first installment on an endowment fund of approximately \$15,000, the income from which will be applied to the Joseph Villiers Denney Memorial Shakespeare Collection;

\$40 from the Ohio State University Mothers' Association of Licking County, to be added to the Student Loan Fund;

\$25 from Mr. Neil R. Baker, General Manager, Fairmont Creamery Company, Columbus, Ohio, for research to be carried on by Dr. George M. Curtis on iodine in nutrition. This is to be added to the W. W. Kincaid Fund—Rotary No. 7363.

That the following contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following project be reported to the Board of Trustees for information and record:

National Paving Brick Association, Washington, D. C.—Investigation of paving brick and their uses (to be known as the National Paving Brick Association Fellowship.)

Upon motion of Mr. Dargusch, seconded by Mr. Rummell, the above recommendations of the President were upon roll call unanimously approved.

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The President reported for record that Charles H. Pugh, Head Teamster, Department of Farm Operations, was suspended from duty, without salary, for thirty days, effective March 16, 1940; also that John DeWitt, Mechanic, Department of Farm Operations, was suspended from duty, without salary, for two weeks, effective March 16, 1940. These suspensions were for disciplinary purposes.

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The President presented the list of projects approved by the Board of Directors of the Ohio State University Development Fund for the 1940-1941 campaign and stated that this list is now being submitted to the Board of Trustees for its approval.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the Board by unanimous vote approved the list of projects for the 1940-1941 campaign of the Ohio State University Development Fund as presented by the President.

* * * * *

President Bevis now made the following statement and recommendation:

"I wish to call the Board's attention to the fact that the University has no official regulations or procedure governing the payment of salaries to members of the University staff absent from the University because of sickness. The accepted practice through the years has been to judge each case on its merits, and to continue salary payments each month.

"I recommend to the Board that, pending the adoption of formal regulations by the Board, the Business Manager be authorized and directed to continue the salary payments to members of the staff on sick leave, in accordance with present practice."

Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the above recommendation of the President was upon roll call unanimously approved.

* * * * *

The President now presented a report from the Scholarship Committee of the College of Medicine recommending the establishment of the Comly and Coleman Scholarship in the College of Medicine, and recommending further that the income received from the Comly and Coleman Fund under the terms of the will of the late Marietta Comly, for assisting worthy and needy students in the College of Medicine, be used to pay for this Scholarship.

President Bevis stated that he was in accord with the above recommendations, provided that the students selected for the proposed Comly and Coleman Scholarship meet the requirements stated in the will of Miss Marietta Comly, namely, "worthy and needy."

Upon motion of Mr. Thompson, seconded by Dr. Altmaier, the above recommendations were by unanimous vote approved with the provision indicated by the President that persons selected for this Scholarship shall be both worthy and needy.

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The President presented communication from the Office of the Surgeon General, Washington, D. C., under date of March 25, 1940, requesting the University Hospital to assume the responsibility of organizing from among those officially associated with the University, the 49th Evacuation Hospital.

The President presented also a communication from Dean Upham, of the College of Medicine, recommending that the request of the Surgeon General be approved.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the above request of the Surgeon General was approved by unanimous vote and the Dean of the College of Medicine was directed to proceed in accordance therewith.

* * * * *

The President advised the Board that recently a difficulty has arisen because of the statutory requirements in certain states to the effect that graduates of the College of Medicine should have actually received their diplomas before taking the State Medical Examination for licensure.

This situation can be met by dating the diploma as of the date of the faculty action certifying that the student has completed all of the educational requirements and is entitled to the degree, and then, by agreement with the students, awarding the degrees but holding the diplomas on deposit until Commencement day.

Upon motion of Mr. Atkinson, seconded by Mr. Rummell, the Board by unanimous vote approved the proposed plan and requested the President to certify the list, as recommended by the faculty for degrees, to each member of the Board for a mail vote thereon.

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Vice President Morrill made a report as Chairman of the Committee appointed by the Board at its meeting of February 12, 1940, to make a study of radio broadcasting (WOSU) activities including relationships with station WKBN of Youngstown which has filed with the Federal Communications Commission an application for the erection of a directional antenna for simultaneous night time broadcasting with WOSU. Mr. Morrill stated that his Committee will later file a memorandum with the Board of Trustees describing the present historical and suggested future policies of the University in broadcasting—and he described, meantime, various conferences held with WKBN authorities and the Assistant Chief Engineer of the Federal Communications Commission.

He stated that station WKBN and the Committee authorized by the Board had submitted to each other various alternative proposals for a resolution of present conflicting interests as between WKBN and WOSU. One such proposal, he said, contemplated a possible shift from the present WOSU broadcasting channel of 570 kilocycles to another designated channel, with the installation, largely or wholly at the expense of WKBN, of a five kilowatt transmitter for WOSU.

Mr. Morrill said that his Committee and the regular Faculty Committee on Radio were inclined to favor the shift from 570 to some other possible channel which would give to the University a complete day-time broadcasting schedule instead of the present restricted and irregular day time and night schedule, and because it would also enable the University to increase its present power of one kilowatt to five kilowatts. Mr. Morrill asked for the advice of the Board on whether the University should further explore this possibility of shifting to an alternative channel, under the general terms and conditions above described.

Mr. Dargusch moved that Mr. Morrill, in consultation with the President and the Committee appointed by the Board, be authorized to discuss further with WKBN and with the Federal Communications Commission the feasibility, legal and financial, and the licensing possibility of a successful shift of WOSU from 570 kilocycles to a desirable other broadcasting channel, and to report back to the Board of Trustees at a subsequent meeting.

The above motion, seconded by Mr. Rummell, was upon roll call unanimously approved.

* * * * *

Professor Thomas E. French now presented to the Board the design for a new official seal for the Ohio State University, with the following description:

In the center the shield, wreath and crest of the Coat of Arms of the University, adopted November fifth, 1938, with the founding date, 1870, in line with the wreath, surrounded by the words

THE OHIO STATE UNIVERSITY COLUMBUS



Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the above description and design for a new seal for the University were approved by unanimous vote, with the understanding that this seal will replace the design which has been used heretofore just as soon as the new dies may be cut.

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Upon motion of Mr. Dargusch, seconded by Mr. Atkinson, the Board of Trustees, by unanimous vote, expressed its deep appreciation to Professor Thomas E. French for his kindness and generosity in preparing and presenting this new design for the official seal of the Ohio State University.

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The Secretary now presented to the Board the official Report of Examination of the Ohio State University for 1938-1939 made by the Bureau of Inspection and Supervision of Public Offices, Department of Auditor of State.

This report was received and ordered filed.

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The Secretary reported, for record, the delivery to the State Treasury of Revenue Bonds Nos. 301 to 400 inclusive, Men's Dormitory, on March 13, 1940, and of Revenue Bonds Nos. 401 to 500 inclusive, Men's Dormitory, on April 3, 1940.

* * * * *

The Secretary reported that the following credit on the Addition to the Physical Education Building, as prepared by the University Architect, had been approved by the University Cabinet:

Trapp-Carroll Company (General)

Substitution of Philip Carey Company composition roof instead of Barrett Specification roof (proposal of March 8, 1940)

.....credit of \$50.00

* * * * *

The Secretary reported that the Board of Trustees, at its meeting held December 11, 1939, directed that a request be made of the State Emergency Board for \$23,500 for farm buildings and equipment to replace buildings and equipment which had been destroyed by fire.

The State Emergency Board, on March 12, 1940, made an allowance of \$20,000 for the above items, and after consultation with the interested departments in the College of Agriculture, this amount was allocated as follows:

Cattle Feeding Building	\$15,000.00
Equipment	2,000.00
Implement Shed	3,000.00
* * * * * *	

The Secretary now presented the drawings and specifications for the Cattle Feeding Building, as prepared by the University Architect, and stated that the Work Projects Administration has approved of this building as a WPA project, with the understanding that the University will supply material, etc., in the amount of \$15,000.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above drawings and specifications for the Cattle Feeding Building were approved by unanimous vote and the Secretary was directed to complete the arrangements with the Work Projects Administration for carrying forward this construction.

* * * * * *

The drawings and specifications for the Implement Shed, as prepared by the University Architect, were now presented by the Secretary. The estimated cost of this improvement is approximately \$2900, and the cost of construction is to be paid from F-9 Farm Buildings and Equipment, Emergency Fund allowance.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above drawings and specifications were upon roll call unanimously approved, and the Purchasing Agent was authorized to award contracts therefor.

* * * * * *

The Secretary presented the drawings, specifications, bill of materials, estimated cost, and form of proposal for the Remodeling of the Administration Building, as prepared by the University Architect. The cost of this improvement is to be paid from F-1 appropriation, House Bill No. 674.

Upon motion of Dr. Altmaier, seconded by Dr. Russell, the above drawings, specifications, bill of materials, estimated cost, and form of proposal were upon roll call unanimously approved, and the Secretary was directed to present same to the State Director of Public Works for his approval, and if approved by him, to advertise for bids in accordance with law.

* * * * * *

The Secretary reported to the Board that bids covering the Communications Laboratory Remodeling will be received on May 1, 1940.

Upon motion of Dr. Altmaier, seconded by Mr. Rummell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contracts

to the lowest and best bidders. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary reported that on July 24, 1939, pursuant to advertisement, bids were received for certain items of Miscellaneous Construction, Finish, Furnishings and Equipment for the Women's Dormitories, Ohio State University (PWA Docket No. Ohio 2095-F), from the W. C. Moore Company which later was awarded the contract for said items, as the low bidder.

Some time later the W. C. Moore Company was forced into receivership and was not able to sign the contract.

The University Architect held many conferences with the Attorney General, with officials of the Federal Works Agency in Chicago, and with representatives of the Aetna Casualty and Surety Company, the Surety on the bid of the W. C. Moore Company, and as a result, upon the advice of the Attorney General, the following resolution was adopted by the University Cabinet at its meeting held March 18, 1940:

WHEREAS, pursuant to advertisement, the Ohio State University received proposals on July 24, 1939, for Miscellaneous Construction, Finish, Furnishings and Equipment for PWA project Ohio 2095-F, Women's Dormitories, Ohio State University, in accordance with drawings and specifications dated April, 1939, prepared by Howard Dwight Smith, University Architect, and

WHEREAS, the proposals of The W. C. Moore Company for certain items of furniture and equipment, to wit:

For group 7—items 73, 74 and 75 (bedding).....	\$1,834.20
For group 9—items 200 to 208 inclusive (dining room furniture) ..	3,644.32
For group 11—items 313 and 314 (mirrors).....	783.25
For group 14—items 320 and 332 inclusive (lobby furniture).....	261.95

being the lowest and best proposals received, were accepted and contracts for furnishing the same were awarded by the following actions, to wit:

- (1) A recommendation of acceptance and award by the Owner on August 31, 1939
- (2) Award by the State Director of Public Works, September 5, 1939
- (3) Concurrence in the award by The Federal Emergency Administration of Public Works (PWA), September 9, 1939
- (4) Notification of Award by the Secretary of the Board of Trustees, September 18, 1939, and

WHEREAS, receivers for the W. C. Moore Company were appointed by the Court of Common Pleas, of Franklin County, Ohio, in case No. 158,788, Gertrude W. Moore, Plaintiff, vs. The W. C. Moore Company, Defendant, on September 13, 1939, and

WHEREAS, there is on file in the office of the Clerk of the Court of Common Pleas, Franklin County, Ohio, an entry in the said case No. 158,788, which relieves the receivers of The W. C. Moore Company of any responsibility on account of the said proposals of July 24, 1939, or on account of the Contract awarded pursuant to the acceptance of the proposals for certain items thereof, above mentioned, and

WHEREAS, by reason of the failure of The W. C. Moore Company or of its receivers to enter into a proper contract or to perform any of the conditions of such contract, the con-

tract bond signed and sealed July 24, 1939, by The W. C. Moore Company as Principal and The Aetna Casualty and Surety Company, of Hartford, Connecticut, as Surety, remains in full force and effect, and

WHEREAS, the University Architect has filed with the University Cabinet an estimate of cost for the performance of this contract as of the present date and under present conditions as follows, to wit:

Group 7 —	\$2,300.00
Group 9 —	4,300.00
Group 11 —	1,000.00
Group 14 —	350.00

each item of which is below the estimate of cost of such item now on file with the Auditor of State, but in excess of such item in the award to The W. C. Moore Company, and

WHEREAS, Marshall Field and Company, the only other bidder to submit a proposal on July 24, 1939, for furnishing items 73, 74 and 75, bedding, has on March 9, 1940, duly withdrawn its bid, and

WHEREAS, John F. Rees Company, who submitted the second lowest proposals on July 24, 1939, for items 200 to 208 inclusive, dining room furniture, in the sum of \$3,839.90, and for items 320 to 332 inclusive, in the sum of \$277.17, has on March 12, 1940, agreed to accept the award of contracts to furnish said items for the amounts of said proposals, and

WHEREAS, The W. S. Carlile and Sons Company, who submitted the second lowest proposal on July 24, 1939, for items 313 and 314, mirrors, in the sum of \$912.85, has on March 9, 1940, agreed to accept the award of a contract to furnish said items for the amount of said proposal, and

WHEREAS, after a conference with representatives of the Surety at a previous date and having received no word as to what manner of procedure shall be followed to perfect the performance of the conditions of the contract, and

WHEREAS, one of the conditions of the contract is completion by May 1, 1940, to avoid the application of liquidated damages, and the loss of any portion of the Federal grant of funds for the financing of the project,

Now, THEREFORE, BE IT RESOLVED:

- (1) That the action of the University Cabinet on August 31, 1939, recommending to the State Director of Public Works the award of a contract to The W. C. Moore Company for certain items of furniture and equipment, to wit:

For group 7—items 73, 74 and 75, bedding.....	\$1,834.20
For group 9—items 200 to 208 inclusive, dining room furniture	8,644.32
For group 11—items 813 and 314, mirrors.....	783.25
For group 14—items 320 to 332 inclusive, lobby furniture.....	261.95

be rescinded, and that the State Director of Public Works be requested to rescind his approval of award dated September 5, 1939.

- (2) That, under authority granted by the Board of Trustees of the Ohio State University at its meeting held July 10,

1939, the University Cabinet recommend to the State Director of Public Works the award of contracts as follows:

(a) To John F. Rees Company of Columbus—

Group 9—items 200 to 208 inclusive, dining room furniture...	\$3,839.90
Group 14—items 320 to 332 inclusive, lobby furniture.....	277.17
	<u>\$4,117.07</u>

(b) To W. S. Carlile and Sons Company of Columbus—

Group 11—items 313 and 314, mirrors.....	\$ 912.85
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- (3) That new proposals be received for Group 7, items 73, 74 and 75, bedding, on the same specifications as to quantity and quality as those upon which the above-mentioned proposals of July 24, 1939, were received, and in such manner and form as will conform to the relevant requirements of the Federal Works Agency and that such new proposals, when received, be referred to the University Architect for tabulation and report.

Upon motion of Mr. Rummell, seconded by Mr. Dargusch, the Board by unanimous vote approved the above actions of the University Cabinet, and authorized the Purchasing Agent to enter into contract for items 73, 74 and 75, Group 7, (bedding), if bids received therefor are below the University Architect's estimate.

* * * * *

The Secretary presented the drawings, specifications, bill of materials, estimated cost, and form of proposal for a Fly Ash Collector for No. 8 Boiler in the Power Plant, as prepared by Mr. Paul H. Elleman, Maintenance Engineer. The estimated cost of this improvement is \$12,600, which will be paid from the appropriation for E-9 Power Plant, House Bill No. 674.

Upon motion of Mr. Dargusch, seconded by Dr. Altmaier, the Board by unanimous vote approved the above drawings, specifications, bill of materials, estimated cost, and form of proposal, and directed the Secretary to present same to the State Director of Public Works for approval, and if approved by him, to advertise for bids in accordance with law.

* * * * *

In accordance with action taken by the Board of Trustees at the meeting held October 9, 1939, the Secretary reported that the Office of the Attorney General has prepared an Indenture of Lease between the state of Ohio, acting through Frank L. Raschig, as Director of the Department of Public Works of the state of Ohio, and the Sisters of the Poor of Saint Francis. This lease includes the building formerly used by the Ohio State University for dispensary purposes. This lease is now presented to the Board for record and ratification:

INDENTURE OF LEASE

This indenture made and entered into this 8th day of April, 1940, by and between the State of Ohio, acting through Frank L. Raschig, as Director of the Department of Public Works of the State of Ohio, acting pursuant to a resolution of the Board of Directors of the Ohio State University, Columbus, Ohio, party of the first part, and the Sisters of the Poor of Saint Francis, a body corporate, of the City of Cincinnati, Ohio, party of the second part, witnesseth:

THAT WHEREAS, there are presently in existence, and in full force and effect certain leases between the Sisters of the Poor of Saint Francis and the State of Ohio, as successors to the second parties of said lease, and

WHEREAS, the building directly east of the main hospital building and formerly used by the Ohio State University for dispensary purposes is now occupied by the Sisters of the Poor of Saint Francis, and

WHEREAS, the parties hereto desire to supplement the present leases and agreement by including the building directly east of the main hospital building as a hospital unit, which building shall be maintained and operated under the same terms and conditions set forth in the present existing leases and agreement;

NOW, THEREFORE, it is expressly agreed and understood between the parties hereto that:

The Sisters of the Poor of Saint Francis shall occupy and use the building located on the same plat of ground as the main hospital building, being directly east thereof, for general hospital purposes, subject to the following conditions, namely: first, the Sisters of Saint Francis shall continue to conduct a general hospital on the site under the present lease; second, the Hospital shall maintain one hundred and twenty-three clinical beds for patients who may be available for teaching purposes for students of the College of Medicine of the Ohio State University; third, the students of said College of Medicine shall have access to the wards, laboratories, operating room, emergency room and elsewhere as needed in medical instruction, under the supervision and direction of the medical staff, and subject to the rules and regulations of the medical staff and hospital authorities; fourth, by the Ohio State University; sixth, the necessary residents and internes for adequate medical and surgical attention; fifth, the medical staff shall be appointed on yearly contracts by the Ohio State University; sixth, the necessary residents and internes recommended by the attending staff, shall be appointed on yearly contracts and paid by the University according to the prevailing rates. Any and all contracts with the members of the medical staff and internes shall be subject to the rules and regulations of the University.

It is further agreed and understood between the parties hereto that the Ohio State University shall aid and assist in the maintenance of the clinical service through medical, surgical and laboratory supplies, and certain cash payments, proportionate to the teaching benefits received, the amount of such supplies shall be allocated in each yearly budget and drawn upon by requisitions according to the quarterly allotment.

The budgetary allotment for the fiscal year 1939-1940 is to be as follows: cash payment, \$2,000; 8 internes at \$125 each per year; 2 residents at \$300 each per year; 1 resident in pathology at \$600; 1 laboratory technician (part salary) \$600; 1 part time pharmacist, \$750; electric current for operating room, elevator and X-ray in the approximate sum of

\$120; meals for one student on emergency service, \$100; supplies on requisition at the rate of \$450 per month, or a total of \$5,400 per year. Such allotment shall be considered as a general basis for the future, to be increased in the event the funds of the Ohio State University so permit, and not to be decreased except under unusual curtailment of University resources.

The parties further agree and stipulate that all of the provisions of the now existing leases and agreements are controlling in regard to this supplemental lease as if fully re-written herein.

In testimony whereof, Frank L. Raschig, as Director of the Department of Public Works, acting pursuant to a resolution of the Board of Directors of the Ohio State University, has affixed his signature hereto, this 8th day of April, 1940, at Columbus, Ohio

Witnesses:	STATE OF OHIO
	DEPARTMENT OF PUBLIC WORKS
(Signed) Don C. Booth	(Signed) By Frank L. Raschig,
(Signed) Clara B. Devine	<i>Director.</i>

In testimony whereof, the Sisters of the Poor of Saint Francis, have hereunto affixed their corporate seal by authority of their trustees, fully authorized in the premises, and have set their signatures hereto this 9th day of April, 1940.

Witnesses:	(Signed) Sr. Ferdinand, Superior
(Signed) Carl E. Steeb	(Signed) Sister Claudia
(Signed) Kathryn Huerkamp	(Signed) Sister Marcellina

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, the Board by unanimous vote ratified the above lease.

* * * * *

Satisfactory evidence having been received that the original had been lost or destroyed, it was moved by Dr. Altmaier that a duplicate Certificate of Graduate Nurse in the College of Medicine be authorized for Edna Ruth Blackburn to replace the one awarded to her on June 12, 1933. This motion was seconded by Dr. Russell, and was approved by unanimous vote.

* * * * *

Thereupon the Board adjourned to meet on Monday, May 13, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,	(Signed) M. EDITH CAMPBELL,
<i>Secretary.</i>	<i>Chairman.</i>

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE
SEVEN HUNDRED AND TWENTY-SIXTH MEETING OF THE
BOARD OF TRUSTEES

Columbus, Ohio, May 2, 1940.

The Board of Trustees met at the University at 11:30 A. M., pursuant to call of the Chairman.

Present: M. Edith Campbell, Chairman, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr. Burrell Russell and Lockwood Thompson.

* * * * *
The minutes of the last meeting were approved.

* * * * *

Vice President Morrill, Chairman of the committee appointed by the Board at its meeting on February 12, 1940, to study matters relating to the University Broadcasting Station (WOSU), informed the Board of the progress which has been made by his committee since his last report, but stated that the committee was not yet ready to make final recommendations to the Board of Trustees for its consideration inasmuch as some details, including a major one of finance, have not yet been concluded.

Upon motion of Mr. Dargusch, seconded by Dr. Russell, the Board by unanimous vote added the Business Manager to the personnel of this committee.

* * * * *

President Bevis now presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
<i>Agricultural Chemistry</i>			
Joseph G. Katzenberger	Graduate Assistant	Mar. 31, 1940	\$ 450.00
<i>Farm Operations</i>			
John D. Bragg	Assistant Professor and Superintendent of Farms	May 6, 1940	4,092.00
<i>Zoology and Entomology</i>			
Tien Hsi Cheng	Research Assistant	Apr. 8, 1940	600.00
Hubert Bezdek	Graduate Assistant	Apr. 15, 1940	450.00
<i>College of Commerce and Administration</i>			
<i>Administration</i>			
Mary G. Nunan	Stenographer	Apr. 30, 1940	1,272.00
<i>College of Dentistry</i>			
William R. Mellor	Intern	Apr. 30, 1940	675.00

<i>College of Engineering</i>			
<i>Photography</i>			
Harry G. Binau	Assistant	Mar. 31, 1940	972.00
<i>College of Medicine</i>			
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Catherine L. Herman	Admitting Clerk	Apr. 30, 1940	984.00
<i>Dispensary</i>			
Maxine Almendinger	General Duty Nurse	Mar. 31, 1940	912.00
<i>Medical Records</i>			
Margaret Cargill	Medical Record Clerk	Apr. 30, 1940	972.00
<i>Nursing Care (Rotary)</i>			
Juanita Beall	General Duty Nurse	Apr. 27, 1940	912.00
Anna May Deeds	General Duty Nurse	Apr. 21, 1940	912.00
<i>President's Division</i>			
<i>Physical Education for Women</i>			
Mary F. Shidone	Maid	Apr. 30, 1940	912.00
<i>Administrative Division</i>			
<i>Registrar's Office</i>			
Marjorie Fassig	Assistant to Registrar	May 31, 1940	1,212.00
<i>General Division</i>			
<i>Industrial Research</i>			
Alice McCracken	Clerk	Apr. 7, 1940	972.00
<i>Residence Halls</i>			
<i>Neil Hall</i>			
Henry Harrison	Janitor	Apr. 30, 1940	1,032.00
*	*	*	*
*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Charles E. Blakeslee	Co. Agr. Agent, Meigs County	Apr. 16, 1940		\$ 2,562.00
<i>College of Agriculture</i>				
<i>Farm Operations</i>				
Ralph L. Bazler	Farm Superintendent	May 7, 1940		3,900.00
<i>Zoology and Entomology</i>				
Norman A. Preble	Graduate Assistant	Apr. 16 to June 30, 1940		125.00 period
<i>College of Commerce and Administration</i>				
<i>Administration</i>				
Beatrice Jenks	Stenographer	May 1, 1940		1,272.00
<i>Sociology</i>				
Christopher Sower	Assistant	June 17, 1940 Su.		300.00 period
Herbert P. Lohrman	Assistant	June 17, 1940 Su.		300.00 period
<i>College of Education</i>				
<i>Education</i>				
Dwight M. Moore	Professor	June 17, 1940 1st term, Su.		300.00 period
Clarence F. Moses	Professor	June 17, 1940 1st term, Su.		250.00 period

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Arthur C. Bunce	Assistant Professor	June 17, 1940 1st term, Su.	250.00 period
Lawrence Hicks	Assistant Professor	June 17, 1940 1st term, Su.	300.00 period
O. E. Fink	Instructor	June 17, 1940 1st term, Su.	No salary
(Above salaries to be paid from Conservation Laboratory Camp Rotary funds)			
Harry I. Good	Professor	July 25, 1940 2nd term, Su.	550.00 period
Warren M. Davis	Instructor	June 17, 1940 1st term, Su.	250.00 period
John H. Thompson	Assistant	June 17, 1940 Su.	300.00 period
Robert Fink	Assistant	June 17, 1940 1st term, Su.	100.00 period
Florence E. Moore	Assistant (part time)	June 17, 1940 Su.	200.00 period
Kent A. Howard	Assistant	June 17, 1940 1st term, Su.	100.00 period
Evelyn M. Hurlburt	Assistant	June 17, 1940 1st term, Su.	100.00 period
Otto R. Sielaff	Lecturer (part time)	June 17, 1940 1st term, Su.	100.00 period
(Salary of Mr. Sielaff to be paid as follows; \$85 from A-1 funds; \$65 from George-Deen funds)			
<i>Fine Arts</i>			
Chet La More	Instructor	June 17, 1940 1st term, Su.	250.00 period
Alan Kuzmicki	Assistant	June 17, 1940 1st term, Su.	75.00 period
Richard Hoffman	Assistant	June 17, 1940 1st term, Su.	50.00 period
<i>University School</i>			
Jean Fraser	Instructor	June 17, 1940 1st term, Su.	300.00 period
<i>College of Engineering</i>			
<i>Lamme Scholarship</i>			
John T. Newman	Lamme Scholar	Sept. 1, 1940 to May 31, 1941	450.00 period
Willis G. Wing	Lamme Scholar	Sept. 1, 1940 to May 31, 1941	450.00 period
<i>Photography</i>			
Alice McCracken	Clerk	Apr. 8, 1940	972.00
<i>College of Medicine</i>			
<i>School of Nursing</i>			
Samuel R. Tipton	Instructor (Special contract)	Apr. 1, 1940	Sp. 150.00 period
<i>Starling-Loving Hospital</i>			
<i>Administration</i>			
Margaret Cargill	Admitting Clerk	May 1, 1940	Code (1&4) 984.00
<i>Medical Records</i>			
Opal Canney	Medical Record Clerk	May 1, 1940	(1&4) 972.00
<i>Starling-Loving Hospital (Rotary)</i>			
<i>Nursing Care</i>			
Marian Haag	General Duty Nurse	Apr. 22, 1940	(3&4) 912.00
<i>Graduate School</i>			
Emilia M. Vicari	Elizabeth Clay Howard Scholar	July 1, 1940	Su.Au.Wi.Sp. 3,000.00
Daniel W. Duncan	Procter and Gamble Company Fellow	Oct. 1, 1940	Au.Wi.Sp. 1,000.00
Salary to be paid from the Procter and Gamble Company Fund)			
Albert G. Guy	Nathaniel Wright Lord Fellow	Oct. 1, 1940	Au.Wi.Sp. 750.00
Charles T. West	Stillman W. Robinson Fellow	Oct. 1, 1940	Au.Wi.Sp. 750.00
Jackson W. Riddle	General Biochemicals Incorporated Fellow	Apr. 1, 1940	Su. '40, Sp. 600.00 period
(Salary to be paid from the General Biochemicals Incorporated Fund)			

David W. Bussell	Petroleum Transit Corporation Fellow	July 1, 1940	Su.Au.Wi.Sp.	600.00
Joseph L. Nunes	(Salary to be paid from the Petroleum Transit Corporation Fund) Battelle Memorial Institute Fellow	Sept. 1, 1940 for 10 months		600.00 period
Murray C. Udy	Battelle Memorial Institute Fellow	Sept. 1, 1940 for 10 months		600.00 period
John C. Sparks	(Salaries to be paid direct by the Battelle Memorial Institute) Fellow	Oct. 1, 1940	Au.Wi.Sp.	500.00
Charles Robert Deeter	(Salary to be paid from Graduate School Rotary Fund No. 7280) Research Fellow	June 15 to Dec. 15, 1940		480.00 period
Helmuth Wedow, Jr.	(Salary to be paid from the Clay Sewer Pipe Association Fund) John A. Bownocker Fellow	Oct. 1, 1940	Au.Wi.Sp.	450.00
Frederick H. Kate	John A. Bownocker Fellow	Oct. 1, 1940	Au.Wi.Sp.	450.00
Joseph J. C. Graham	John A. Bownocker Fellow	Oct. 1, 1940	Au.Wi.Sp.	450.00
George Bair	Luther Foundation Scholar	Oct. 1, 1940	Au.Wi.Sp.	400.00
Mary R. A. Bresnahan	(Salary to be paid from the Luther Foundation Fund) George Davis Bivin Scholar	Oct. 1, 1940	Au.Wi.Sp.	800.00
Howard J. Orłowski	(Salary to be paid from the George Davis Bivin Foundation Fund) Research Fellow	Apr. 1 to June 30, 1940		300.00 period
Judson J. Beougher	(Salary to be paid from the Austenal Laboratories Incorporated Fund) Research Fellow	Apr. 1 to June 30, 1940		180.00
J. M. Hutzel	(Salary to be paid from the Huntington Laboratories Incorporated Fund) Research Fellow	Apr. 1, 1940 for 3 months		180.00 period
Hal F. Randolph	(Salary to be paid from the Smithereen Company Fund) Tau Beta Pi Fellow	Oct. 1, 1940	Au.Wi.Sp.	No salary
David Lloyd George Fry	(Salary to be paid direct by the Tau Beta Pi Fraternity) Kettering Foundation Fellow	July 1, 1940	Su.Au.Wi.Sp.	No salary

*President's Division**Broadcasting Station*

John T. Norman	Assistant	June 1 to Sept. 30, 1940		200.00 period
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Library

Mary Stanton	Library Assistant	May 1, 1940		912.00
(To be named later)	Library Assistant	May 1, 1940		912.00

Physical Education for Women

Bonnie Jean Warner	Maid	May 1, 1940		912.00
	(Salary to be paid from Laboratory Supply Store Pro Rata funds)			

University Print Shop

William H. Frame	Linotype Operator	Apr. 22, 1940		1.21 per hour for day work 1.31 per hour for night work
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*Residence Halls**Neil Hall*

Bert Dearing	Janitor	Apr. 15, 1940 for 2½ months		202.66 period
Geraldine Brown	Maid	Apr. 1, 1940		52.00 month
Mable Douglas	Maid	Apr. 15, 1940		52.00 month
*	*	*	*	*

Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Dentistry</i>			
Wendell D. Postle	Instructor and Dean	Professor and Dean	July 1, 1940
<i>College of Education</i>			
<i>Music</i>			
Eugene J. Weigel	Professor and Acting Chairman	Professor and Chairman	July 1, 1940
<i>Psychology</i>			
Harold E. Burt	Professor and Acting Chairman	Professor and Chairman	July 1, 1940
*	*	*	*

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>1939-1940</i>			
<i>College of Arts and Sciences</i>			
<i>Mathematics</i>			
John W. Kaiser	Assistant	Su. Au. Wi. Sp. (\$750 period)	Su. Au. Wi. (\$750 period)
William J. Schart	Assistant	Au. Wi. Sp. (\$600 period)	Au. Wi. (\$600 period)
<i>College of Education</i>			
<i>Education</i>			
E. W. Pahlow	Professor	Au. Sp.	Au. Wi. Sp.
F. C. Landsittel	Professor	Su. Au. Wi. Sp.	Su. Au. Sp.
*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from F-6 travel funds:

Wallace R. Brode, Professor in the Department of Chemistry, to attend the Eighth Annual Conference on Spectroscopy to be held at the Massachusetts Institute of Technology, Cambridge, Massachusetts, July 15-20, 1940.

That, in accordance with the regulations of the Public Employees Retirement System, Charles H. Pugh, Head Teamster in the Department of Farm Operations, be retired from University service as of April 30, 1940, under the provisions of the Superannuation Retirement.

That Mary E. Cowles, Library Assistant, be granted a leave of absence, without salary, for the months of May and June, 1940.

That Irene Kinley, Assistant to the Director of the Bureau of Special and Adult Education, be permitted to work half-time for six months, effective April 1, 1940, at an annual salary of \$1,008, which is one-half of her regular annual salary.

That the Physical Education deposit be increased from \$2 to \$3 per quarter, effective October 1, 1940, in order to provide for additional funds for Physical Education Department facilities and supplies.

That the recommendation of the University Faculty at a meeting held on April 11, 1940, be approved, and in accordance therewith the honorary degree of Doctor of Laws be awarded to William McPherson at the Commencement on June 10, 1940.

That, upon the recommendation of the Graduate School, the Joseph Sullivant Medal be awarded at the Commencement on June 10, 1940, to Mr. Arno C. Fieldner, U. S. Bureau of Mines, Washington, D. C.

That the Lamme Medal be awarded at the Commencement on June 10, 1940, to Lawrence E. Barringer, a graduate of the Class of 1902 with the degree of E.M. in Ceramics. Mr. Barringer is Engineer in Charge of Electrical Insulation of the General Electric Company, and his achievements have been in the field of research and development of materials for electrical insulation.

That the following gift be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$25 from Mr. Neil R. Baker, General Manager, Fairmont

Creamery Company, Columbus, Ohio, for research to be carried on by Dr. George M. Curtis on iodine in nutrition. This is to be added to the W. W. Kincaid Fund—Rotary No. 7363.

That the proposal of the Petroleum Transit Corporation of Detroit, Michigan, to establish a graduate fellowship in the Department of Business Organization, to be known as the Petroleum Transit Corporation Fellowship, be accepted and the appreciation of the Board of Trustees be appropriately expressed. This Fellowship carries a stipend of \$600, to be available during the year July 1, 1940, to June 30, 1941, and will be paid to the University in quarterly installments beginning July 1, 1940.

That the gift of \$600 to the University from the General Biochemicals Incorporated Division of S. M. A. Corporation, Chagrin Falls, to provide a fellowship for research in the Department of Bacteriology, be accepted and the President be directed to express to Mr. W. O. Frohring, President of this Company, the appreciation of the University. It is stipulated that such fellowship shall be for the support of the work of a graduate student in research to determine the relationship between vitamin B complex deficiency and susceptibility to bacterial infections, from April 1 to September 30, 1940.

That the President be instructed to express to Mr. William T. Morrey, Class of 1888, 362 Riverside Drive, New York City, the thanks and appreciation of the University for his continuing generosity in the gift of many valuable volumes and pamphlet material from his private library relating especially to the recent history of Russia, the French Revolution, Bolivar and Latin America. Such interest in the welfare of the University Library is directly productive of scholarship and research, and supplies items of rarity otherwise unobtainable.

That the gift of \$50 to the University, through the Development Fund, from the Circolo Drammatico G. D'Annunzio to provide a prize for proficiency in elementary Italian, be accepted and the President be directed to express to the officers of this organization the appreciation of the University; further, that the 1940 award of such prize be made to Wayne Jonte Blackstone, 408 Fourteenth Avenue, Columbus, Ohio, the prize money to be paid to Mr. Blackstone at the June Commencement exercises among other listed prizes customarily conferred at that time.

That the following research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

Rohm and Haas Company, Bristol, Pennsylvania—Investigation of the effectiveness of certain emulsions against eggs and larvae of the codling moth (to be known as the Rohm and Haas Company Fellowship);

Clay Sewer Pipe Association, Pittsburgh, Pennsylvania—Investigation of forces on buried pipe due to live loads and dead loads (to be known as the Clay Sewer Pipe Association Fellowship).

That the following contract heretofore entered into between the Engineering Experiment Station and the Ohio State University Research Foundation, setting up the following project, be reported to the Board of Trustees for information and record:

Austen Laboratories, Incorporated, New York City—Investigation of Dental Porcelains (to be known as the Austen Laboratories Incorporated Fellowship).

That, in accordance with the request of the State Department of Education, the State Division of Conservation and the Ohio College Association, the Ohio State University be authorized to conduct a Conservation Laboratory Camp during the Summer of 1940 and that the Board of Trustees approve the following requests:

- (1) To authorize the College of Education to conduct a Conservation Laboratory at the Ross-Hocking Group Camp from June 13 to July 18, 1940, provided that appointments of personnel and all business shall be handled in accordance with University regulations and through established University channels;
- (2) To waive the University matriculation fees of all enrollees in the Conservation Laboratory who are already matriculated in other Ohio colleges. Each enrollee, however, shall pay the regular \$10 incidental fee;
- (3) To authorize expenditure for the personnel of the Laboratory from salary funds equal to the incidental fees paid to the University by enrollees in the Laboratory;
- (4) To authorize a special laboratory deposit of \$10 for enrollment in the Laboratory, such deposits to be available for expenses of instruction, service, printing, materials and transportation connected with the operation of the Laboratory;
- (5) To charge \$35 per enrollee, payable in advance, such receipts to be available for rental, service, and materials involved in providing board, room, policing, medical, nursing and general service for the enrollees and staff of the Laboratory;
- (6) To authorize solicitation and acceptance of a gift for the purposes of the Conservation Laboratory and subsequent activities in the field of Conservation Education;
- (7) To authorize that any balance remaining at the conclusion of the 1940 Laboratory from the special laboratory deposits, the service charges, and from any gift received for the purpose, be retained by the University as a special fund for the conduct of activities associated with Conservation Education in Ohio.

Upon motion of Mr. Atkinson, seconded by Mr. Rummell, the above recommendations of the President were upon roll call unanimously approved.

* * * * *

The following resolution presented by Mr. Dargusch and seconded by Dr. Russell was upon roll call approved by unanimous vote:

WHEREAS, the estimate of the cost of the Faculty Assembly Unit, OH-2158-F, Ohio State University, needs to be revised to agree with the actual costs as now determined by the final PWA audit;

NOW, THEREFORE, Be and It is hereby Resolved by the Board of Trustees, Ohio State University,

- (1) That the estimate of the cost of the foregoing project be revised as follows:

<i>Item</i>	<i>Latest Approved Estimate</i>	<i>This Change</i>	<i>Newly Revised Estimate</i>
1. Preliminary expense.....	\$ 75.00		\$ 63.09
2. Land, Rights-of-way.....			
3. Construction cost.....	162,800.00	less 51.09	162,748.91
4. Engineering	2,125.00	less 85.80	2,089.20
5. Legal and overhead.....		add 10.39	10.39
6. Interest during construction			
7. Miscellaneous			
	\$165,000.00	less \$88.41	\$164,911.59
Funds available—earned grant (45%).....			\$ 74,210.22
Owner's funds			90,750.00
Total			\$164,960.22
Actual Cost			164,911.59
Balance in Owner's Fund.....			\$ 48.63

- (2) That the said Board of Trustees hereby acknowledges that the project has been constructed and funds therefor have been expended on the basis of the revised items of estimated cost appearing above.

* * * * *

The Secretary now presented the actions of the University Cabinet under date of April 18, 1940, relating to the completion of the work required by reason of the rescission of The W. C. Moore Company contract for certain items of Miscellaneous Construction, Finish, Furnishings and Equipment for the Women's Dormitories (PWA Docket No. Ohio 2095-F):

CABINET MINUTES

April 18, 1940.

The Cabinet met in the office of the Secretary.

Present: Messrs. Smith, Elleman and Steeb.

* * * * *

The University Architect presented the following report and recommendations:

April 18, 1940.

University Cabinet
Administration Building

Gentlemen:

Presented herewith is a tabulation of the proposals received on April 8, 1940, by the University Cabinet for Items 73, 74 and 75, blankets and pillows, for the Women's Dormitories (PWA Docket No. Ohio 2095-F):

<i>Bidder</i>	<i>Item 73</i>	<i>Item 74</i>	<i>Item 75</i>	<i>Total Group 7</i>
W. S. Carlile and (Bid No. 1)	\$ 984.00	\$224.00	\$390.00	\$1,598.00
Sons Company (Bid No. 2)	1,320.00	224.00	533.00	2,077.00
Columbus, Ohio (Bid No. 3)	1,320.00	224.00	390.00	1,934.00
The Billow Firestone Com- pany, Columbus, Ohio.....	1,423.00	228.00	335.40	1,991.40
Marshall Field and Company, Chicago, Illinois	1,420.80	288.00	410.80	2,119.60
John W. Fillman Company, Philadelphia, Pa.	1,188.00	394.00	800.80	2,382.80

I have carefully examined the proposals and samples submitted for the first and second lowest bids and present the following report:

1. The lowest proposal, Bid No. 1 by W. S. Carlile and Sons Company, is unsatisfactory because the sample blanket submitted for Item 73 is irregular in weave and thickness and the sample blanket submitted for Item 74 is too heavy, as indicated by my detailed report herewith.
2. I find Bid No. 3, W. S. Carlile and Sons Company, satisfactory in every respect, and below the filed estimate of cost.

Upon authority granted by the Board of Trustees on April 8, 1940, I recommend as follows:

1. That Bid No. 1, W. S. Carlile and Sons Company, be rejected.
2. That Bid No. 3, W. S. Carlile and Sons Company, dated April 8, 1940, in the sum of 1934 for Items 73, 74 and 75, blankets and pillows, be accepted and that the Purchasing Agent be authorized to execute the proper order for the same in such form as will comply with PWA requirements.
3. That PWA be requested to concur in this award, and to acknowledge the inclusion of the sum of \$1,834.20 in the construction cost of the project for computing the Federal grant base, the sum of \$1834.20 being the amount of the original award on August 31, 1939, to The W. C. Moore Company on low bids for Group 7 received July 24, 1939.
4. That the University accept from the Aetna Casualty and Surety Company the sum of \$110.93 to be placed in the construction account, which sum is made up of (1) \$99.80, the amount of the difference between the original award to The W. C. Moore Company and the award to W. S. Carlile and Sons Company, and (2) \$11.13, the cost of re-advertising for sealed proposals.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

April 18, 1940.

University Cabinet
Administration Building
Gentlemen:

With further reference to the award on March 18, 1940, of contracts or orders to John F. Rees Company and W. S. Carlile and Sons Company who submitted second low bids on July 24, 1939, for certain items of furnishings and equipment for Women's Dormitories, I recommend that the University accept from the Aetna Casualty and Surety Company the sum of \$340.40 to be placed in the construction account, which sum is made up of amounts of the differences between the original awards on August 31, 1939, to The W. C. Moore Company, and the awards on March 18, 1940, as follows:

Group 9—Items 200-208—furniture			
Award to Rees.....	\$3,839.90		
Award to Moore.....	3,644.32		\$195.58
Group 11—Items 313-314—mirrors			
Award to Carlile.....	\$ 912.85		
Award to Moore.....	783.25		129.60
Group 14—Items 320-332—furniture			
Award to Rees.....	277.17		
Award to Moore.....	261.95		15.22

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the University Cabinet by unanimous vote approved the above recommendations of the University Architect.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary now read the following letter from the University Architect:

May 1, 1940.

Mr. Carl E. Steeb, Secretary
Board of Trustees
Ohio State University

OH-2095-F Women's Dormitories
OH-1990-F Men's Dormitory

Dear Sir:

I hereby certify that the work required by Contracts 3 to 17 inclusive, Men's Dormitory, PWA Docket OH-1990-F, and by Contracts 3 to 10, 12 to 16 all inclusive, Women's Dormitories, PWA Docket OH-2095-F, are substantially completed on May 1, 1940, and I anticipate that full completion will be affected by May 14, 1940, which is the docket completion date stipulated in the University's contract with PWA for the grant of Federal funds.

I, therefore, recommend that the Board of Trustees be requested to authorize you to issue certificates of completion and acceptance in the form recommended by the Resident Engineer inspector, upon the Architect's notification that the work of the several contracts is fully completed.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Mr. Rummell offered the following resolution and moved its adoption:

WHEREAS, the University Architect has certified to the substantial completion of the Men's Dormitory and the Women's Dormitories and of the work contemplated and included in PWA Docket Nos. Ohio 1990-F and 2095-F respectively,

NOW, THEREFORE, Be It Resolved that the Secretary of this Board of Trustees be and he is hereby authorized to execute certificates of completion and acceptance of the work required by the several contracts under the said dockets.

Dr. Russell seconded the above motion which was, upon roll call, unanimously adopted.

* * * * *

The Secretary read the following letter from the University Architect:

April 18, 1940.

Mr. Carl E. Steeb, Secretary
Board of Trustees
Ohio State University

OH-1986-F—"B" Addition to
Journalism Building

Dear Sir:

I hereby certify that the work required of the following contractors, to wit:—

The Robert H. Evans and Company, Contract No. 8, General Construction

The Huffman-Wolfe Company, Contracts Nos. 9 and 10, Heating and Ventilating and Plumbing

Electric Power Equipment Company, Contract No. 11, Electrical Work

for the construction of "B" Addition to the Journalism Building (PWA Docket No. Ohio 1986-F), Ohio State University, was substantially completed April 18, 1940, in accordance with the provisions of the said contracts, except for minor adjustments, corrections, etc., now in progress of execution, and for which ample provision is made by the terms of the contracts and bonds.

I recommend that the work be accepted and the Board of Trustees of Ohio State University be requested to authorize you to issue a certificate of completion and acceptance in the form recommended by the Resident Engineer Inspector, PWA.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Dr. Russell offered the following resolution and moved its adoption:

WHEREAS, The University Architect has certified to the completion of the "B" Addition to Journalism Building and of the work contemplated and included in PWA Docket No. Ohio 1986-F,

NOW, THEREFORE, Be It Resolved that the Secretary of this Board of Trustees be and he is hereby authorized to execute certificates of completion and acceptance of the work required by the several contracts under the said docket.

Mr. Rummell seconded the above motion which was, upon roll call, unanimously adopted.

* * * * *

The Secretary now presented a request for a duplicate Certificate

of Pharmaceutical Chemist for Carl Siegler, to replace the original awarded to him on June 10, 1924, which had been lost.

The Secretary then raised the question as to whether the Board would prefer to continue the present policy of acting upon individual requests as they are presented from time to time, or to establish a new policy and authorize duplicate diplomas to be issued, when satisfactory evidence has been presented, upon the authority of the President only, inasmuch as the degree, in each instance, was originally awarded by Board action.

Upon motion of Mr. Atkinson, seconded by Mr. Thompson, it was ordered by unanimous vote that hereafter the Secretary shall have duplicate diplomas and certificates prepared when requests for such duplicates, together with supporting evidence, have received the approval of the President.

* * * * *

The Secretary presented a proposed Memorandum of Agreement by and between the Board of Trustees of the Ohio State University and the Department of Health of the State of Ohio relating to the erection of a building on the campus of the Ohio State University for the housing of the State Department of Health:

MEMORANDUM OF AGREEMENT

by and between the

BOARD OF TRUSTEES OF THE OHIO STATE UNIVERSITY

First Party

and

THE DEPARTMENT OF HEALTH OF THE STATE OF OHIO

Second Party

WHEREAS, the Department of Health of the State of Ohio is desirous of having, on the campus of the Ohio State University, a suitable building and accommodations for the housing of the Department of Health, and

WHEREAS, the Board of Trustees of Ohio State University, by resolution adopted April 10, 1939, has, by unanimous vote, proposed to provide a proper site on the campus of Ohio State University for a proposed building and accommodations for the Department of Health, and

WHEREAS, pursuant to said resolution and proposal of said Board of Trustees of Ohio State University, the Department of Health has agreed to pay the cost of erection of one wing of the proposed building to house the laboratory of said department in order that the Department of Health may comply with the order of the Board of Trustees of Ohio State University that the building on the campus now occupied by said laboratory be vacated at the earliest possible time, and

WHEREAS, the Emergency Board of the State of Ohio, at a meeting held March 20, 1940, granted to the Department of Health an allowance from the Emergency Fund in the amount of Fifty Thousand Dollars (\$50,000) for a building for the Department of Health laboratory;

Now, THEREFORE, for and in consideration of the payment of the cost of construction of a building on the Ohio

State University campus to house the Department of Health, and of covenants hereinafter to be kept and performed, and benefits which shall inure to each of said parties and to the public, it is agreed by and between the aforesaid parties as follows:

1. That the Board of Trustees will provide a site on the Ohio State University campus, facing on Tenth Avenue, and west of University Hospital, to be shown on a plot plan to be submitted to the Director of Health. Said site shall be sufficient in size to provide a building to house the Department of Health, and for parking space, and shall be subject to approval by the Director of Health and the Public Health Council.

2. That plans and specifications for the building shall be prepared by the State architect and University architects, and shall be approved by both parties to this agreement before advertising for bids for construction of said building. It is understood that the first unit to be constructed shall be used for the purpose of housing the laboratory of the Department of Health.

3. The use and care of the proposed building and grounds shall be under the same University rules as govern all other buildings on the campus, and shall be subject to inspection by the University maintenance engineer or his representatives.

4. All repairs and upkeep of the proposed building shall be made and paid for by the Department of Health.

5. Janitor service shall be provided and paid for by the Department of Health.

6. All extensions and changes of service lines within the building shall be made by Ohio State University and charged at actual cost to the Department of Health.

7. It is further stipulated and agreed that the Board of Trustees of Ohio State University will furnish, free of charge, light, heat, power, water and gas, to be used in or about the proposed Department of Health building, and in consideration therefore said Department of Health agrees as follows:

I. To permit the Ohio State University to occupy any portion of said building that is not immediately needed by the Department of Health, for purposes of teaching and research in connection with public health.

II. It is mutually agreed between the parties hereto that there shall be complete cooperation and reciprocity at all times in carrying out the terms of this agreement, in matters relating to the promotion of public health and education, to wit:

- (a) Collegiate and graduate training in the various fields of public health
- (b) Conducting of research in public health
- (c) University Health Service
- (d) The collection and distribution of specimens for teaching and research purposes

(e) Exchange of newer ideas and methods in the field of public health.

It is further understood and agreed by and between the parties hereto that the Department of Health will make available to instructors and students of the University, such demonstrations of public health activity as may be mutually agreed upon.

IN WITNESS WHEREOF, the parties to this Memorandum of Agreement, the Board of Trustees of Ohio State University and the Department of Health of the State of Ohio, have caused the same to be executed in triplicate this 2nd day of May, 1940.

BOARD OF TRUSTEES OF THE OHIO STATE UNIVERSITY

(Signed) CARL E. STEEB,

(Signed) M. EDITH CAMPBELL,

Secretary.

Chairman.

(Seal)

DEPARTMENT OF HEALTH, STATE OF OHIO

(Signed) R. H. MARKWITH,

Director of Health.

(Seal)

The Secretary presented also a letter from the Attorney General under date of May 1, 1940, the concluding paragraph of which reads as follows:

"This is not such a contract as requires the formal approval of the Attorney General, and for that reason no formal approval of the agreement is given, but I do not feel that any formal objections may or should be made to the agreement as proposed."

Upon motion of Dr. Russell, seconded by Mr. Thompson, the above Memorandum of Agreement was approved by unanimous vote and the Chairman and Secretary of the Board were authorized and directed to sign the said document for and on behalf of the Board of Trustees.

* * * * *

The Secretary reported to the Board that bids covering the Fly Ash Collector for No. 8 Boiler in the Power Plant will be received on May 16, 1940, at 2 P. M.

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the Maintenance Engineer's estimate, to recommend to the Director of Public Works the award of contract to the lowest and best bidder. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented the following report of the University Architect and actions of the Cabinet relative to bids received on May 1, 1940, for the Communications Laboratory Remodeling, and contract awarded thereon:

CABINET MINUTES

May 1, 1940.

The Cabinet met in Room 100 of the Administration Building at 2 P. M.

Present: Messrs. Bevis, Smith, Elleman and Steeb.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on April 8, 1940, met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Communications Laboratory Remodeling, as per advertisement. The following bids were received, read and tabulated:

Contract I—General

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. No. 1 (add)</i>	<i>Alt. No. 2 (add)</i>
N. J. Mulligan, Inc.....	\$8,793	\$11,000	\$1,595	\$700
Robert H. Evans & Co... 7,846		10,000	1,000	640
E. Elford & Son..... 8,239		10,000	800	700
Trapp-Carroll Company 6,948		9,200	1,650	600
The L. M. Leonard Co... 7,992		11,000	1,450	650
Geis Construction Co.... 9,133		15,000	730	600

Contract II—Heating

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
H. J. LaPlante.....	\$ 947.00	\$ 947.00
Huffman-Wolfe Company	853.00	1,000.00
J. F. Oelgoetz Company	995.00	995.00
Emrich Company	925.00	1,000.00
W. H. Spohn Plumbing Company.....	1,119.00	1,119.00
Eastern Plumbing Company	1,389.00	1,400.00
William J. Trott	1,116.00	2,000.00

Contract III—Electrical

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>
Electric Power Equipment Company.....	\$2,940.00	\$3,000.00
Gustav Hirsch Organization	2,769.00	3,000.00
W. E. Metzger, D.B.A., Clintonville Electric Co..	3,646.00	3,700.00

Explanation of Alternates:

No. 1—Fireproof Partitions

No. 2—Thesis Cages

Upon motion, the above bids were turned over to the University Architect for inspection and report back to the Cabinet.

CABINET MINUTES

May 2, 1940.

The Cabinet met in the office of the Secretary at 9 A. M.

Present: Messrs. Bevis, Elleman, Smith and Steeb.

* * * * *

The Cabinet met to receive the report of the University Architect on the bids received May 1, 1940, for the Communications Laboratory Remodeling:

May 1, 1940.

University Cabinet
Administration Building
Gentlemen:

Submitted herewith is a list of the bids received at 2 P. M., May 1, for remodeling Communications Laboratory, which were referred to me for tabulation and report.

I recommend that Alternate No. 1, fireproof partitions, be included since funds are available within the estimate of cost of the general construction contract for this purpose, the estimate being \$9,040.50.

The low bids below the estimate, on this basis, are as follows:

<i>Bidder</i>	<i>Base Bid</i>	<i>Include Alt. No. 1</i>
Trapp-Carroll Company	6,948.00	\$8,598.00
Robert H. Evans and Company.....	7,846.00	8,846.00
E. Elford and Son	8,239.00	9,039.00

The bid of Trapp-Carroll Company is regular in every respect and I recommend that the award be made to that company in the sum of \$8,598.

I recommend that the bids for heating and electrical work be rejected since the low bids in each case are above the filed estimate of cost (\$871.50 and \$2,088 respectively), and that the Purchasing Agent take new bids upon revised specifications to be prepared by the Architect.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Smith, seconded by Mr. Elleman, the above recommendations of the University Architect were approved, and the Architect was directed to advise the Director of Public Works of these recommendations.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the above recommendations of the University Architect and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Chairman announced that by courtesy of this Board it has been the custom in the past to permit a member to sign diplomas, in special cases of persons receiving degrees from the University, as Chairman of the Board.

Upon motion of Mr. Thompson, seconded by Mr. Rummell, the Board by unanimous vote authorized Mr. H. S. Atkinson to sign, as Chairman of the Board of Trustees, the diploma of Ray Evans, Jr., who will receive the degree of Bachelor of Arts at the June Commencement.

* * * * *

Thereupon the Board adjourned to meet on Monday, May 27, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TWENTY-SEVENTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, May 27, 1940.

The Board of Trustees met at the University at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier, Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, and Lockwood Thompson.

* * * * *

The minutes of the last meeting were approved.

* * * * *

President Bevis presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
<i>Animal Husbandry</i>			
Herbert M. Barnes, Jr.	Student Laborer	May 31, 1940	\$ 804.00
<i>Horticulture and Forestry</i>			
Raymond Hasek	Roses, Inc. Fellow	Apr. 30, 1940	500.00
James B. Shanks	Laborer	May 31, 1940	1,092.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
John Newbauer	Technical Assistant	May 10, 1940	360.00
<i>German</i>			
Elizabeth H. Sixt	Graduate Assistant	Oct. 1, 1940	450.00
<i>Mathematics</i>			
Paul V. Reichelderfer	Instructor	Oct. 1, 1940	1,848.00
<i>College of Commerce and Administration</i>			
<i>Economics</i>			
A. B. Wolfe	Chairman only	May 24, 1940	
<i>College of Education</i>			
<i>Psychology</i>			
Edward J. Carr	Instructor	Oct. 1, 1940	2,064.00
<i>College of Engineering</i>			
<i>Civil Engineering</i>			
Charles O. Dawson	Assistant (part time)	Oct. 1, 1940	900.00
<i>Engineering Experiment Station</i>			
Bernard Fried	Research Engineer	June 30, 1940	860.00
<i>Mechanical Engineering</i>			
E. K. Falls	Assistant (part time)	Oct. 1, 1940	800.00

College of Medicine
Starling-Loving Hospital

Nursing Care

Helen Burkhardt	General Duty Nurse	Apr. 30, 1940	912.00
Marjorie Flugge	General Duty Nurse	May 8, 1940	912.00
Charles L. Miller	Orderly	May 15, 1940	696.00

University Bookstore

Eileen Morrissey	Stenographer	June 30, 1940	1,272.00
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Pomerene Refectory

Annie Gabriel	Cook	May 31, 1940	852.00
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Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>Agricultural Extension</i>				
Patricia Kelly	Stenographer	June 1, 1940		\$ 972.00
<i>College of Agriculture</i>				
<i>Animal Husbandry—Employees</i>				
Charles Calhoun	Student Laborer	{ June 1, 1940 for 1 mo. { July 1, 1940		67.00 period
				804.00
<i>Horticulture and Forestry</i>				
Howard Ell	Laborer	June 1, 1940 for 1 month		83.33 period
<i>Zoology and Entomology</i>				
C. S. Barnhart	Research Assistant	June 1 to Sept. 30, 1940		600.00 period
(Salary to be paid from the National Association of Insecticide and Disinfectant Manufacturers' Fund)				
<i>College of Arts and Sciences</i>				
<i>Administration</i>				
Clark William Biedel	Phi Beta Kappa Scholar	Oct. 1, 1940	Au.Wi.Sp.	60.00
(Salary to be paid from interest on Phi Beta Kappa Fund)				
<i>English</i>				
W. Edson Richmond	Graduate Assistant	Jan. 1, 1941	Wi.Sp.	300.00 period
<i>German</i>				
T. Herbert Etzler	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>School of Journalism</i>				
Wayne V. Harsha	Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>College of Commerce and Administration</i>				
<i>Accounting</i>				
Harold H. Janssen	Assistant	Oct. 1, 1940	Au.Wi.Sp.	900.00
<i>Business Organization</i>				
Robert B. Miner	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>College of Education</i>				
<i>Administration</i>				
Donald Faulkner	Assistant Professor (part time)	June 17, 1940 Su.		150.00 period
(Salary to be paid from American Council on Education Fund for Workshop on Teacher Education—Rotary No. 7937)				
<i>Bureau of Educational Research</i>				
Jane H. Burrows	Stenographer	June 1, 1940 for 1 month		80.00 period
<i>Psychology</i>				
Roy A. Doty	Instructor	Oct. 1, 1940	Au.Wi.Sp.	2,064.00

*College of Engineering**Civil Engineering*

Richard L. Sloane	Assistant (part time)	Oct. 1, 1940	Au.Wi.Sp.	900.00
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Mechanical Engineering

Robert M. Salter, Jr.	Student Assistant	Oct. 1, 1940	Au.Wi.Sp.	300.00
J. W. Schaefer	Student Assistant	Oct. 1, 1940	Au.Wi.Sp.	300.00
W. H. Jaques	Student Assistant	Oct. 1, 1940	Au.Wi.Sp.	300.00

*College of Medicine**Physiology*

Floyd R. Stauffer	Graduate Assistant	June 17, 1940	Su.	150.00 period
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*Starling-Loving Hospital—Rotary No. 7727**Nursing Care*

Estelle Dennison	General Duty Nurse	May 1, 1940	Code (3&4)	912.00
Dorothy Bird	General Duty Nurse	May 8, 1940	(3&4)	912.00
Dorothy Lutz	General Duty Nurse	{ May 13 to June 30, 1940 July 1, 1940	{ (3&4) (3&4) (3&4)	{ 122.58 period 912.00

Graduate School

Bolton Davidheiser	Mary S. Muellhaupt Scholar	Oct. 1, 1940	(12 months)	1,500.00
Harry Katznelson	Mary S. Muellhaupt Scholar	Oct. 1, 1940	(12 months)	1,200.00
Allen Lein	Mary S. Muellhaupt Scholar	Oct. 1, 1940	(12 months)	1,200.00
*Ralph E. Kunze	Ohio Seed Improvement Association Fellow (half time)	July 1, 1940	(12 months)	900.00
*Samuel R. Aldrich	Ohio Seed Improvement Association Fellow (half time)	July 1, 1940	(12 months)	900.00

*(Salaries to be paid from Ohio Seed Improvement Association Fund)

Joseph G. Katzenberger	Wm. R. Kenan Research Fellow	May 15 to Sept. 30, 1940		652.50 period
Russell W. McMillen	Ohio Hybrid Seed Corn Producers Fellow (half time)	July 1, 1940	(12 months)	780.00

Gordon Milne	(Salary to be paid from the Ohio Hybrid Seed Corn Producers, Incorporated Fund) Roses Inc. Fellow	July 1, 1940 for 10 months		500.00 period
Hugh A. Turnbull, Jr.	(Salary to be paid from the Roses, Incorporated Fund) Jansky and Bailey Fellow	Oct. 1, 1940	Au.Wi.Sp.	300.00

(Salary to be paid from the Jansky and Bailey Fund)

*President's Division**Library*

Caroline B. Thompson	Library Assistant	May 13 to June 30, 1940		153.22 period
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*Administrative Division**Registrar's Office*

Jennette Monroe	Typist	May 1, 1940 for 2 months		160.00 period
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Entrance Board

Jane Bowers Laile	Assistant	June 1, 1940 for 1 month		75.00 period
Helen Atchison	Assistant	June 16, 1940 for 3½ months		245.00 period
Katherine Blocker	Assistant	June 16, 1940 for 3½ months		245.00 period
Dorothy L. Green	Assistant	June 16, 1940 for 3½ months		245.00 period
Marion Jenks	Assistant	June 16, 1940 for 3½ months		245.00 period
Marjorie McClure	Assistant	June 16, 1940 for 3½ months		245.00 period
Ruth Schwall	Assistant	June 16, 1940 for 3½ months		245.00 period
Patricia Lee Taylor	Assistant	Aug. 16, 1940 for 1½ months		114.00 period

*General Division**News Bureau*

Bernice J. Nieder	Assistant	June 1, 1940 for 2 months	160.00 period
Elaie M. McKay	Assistant	Aug. 1, 1940 for 2 months	160.00 period

*Physical Plant Division**Janitor Service*

Mary Bernard	Janitress	May 20, 1940	732.00
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University Print Shop

Walton O. Weaver	Printer (part time work)	May 1, 1940	1.18½ hour
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*Baker Hall**Dormitory*

Leroy Mirise	Janitor	June 1, 1940	1,212.00
Carl Brinck	Janitor	June 1, 1940 for 1 month	101.00 period
Elmer Stemple	Janitor	June 1, 1940 for 1 month	101.00 period
		July 1, 1940	1,212.00

*Residence Halls for Women**Administration*

Elizabeth H. Sixt	Graduate Resident (Salary to be paid from Rotary No. 8230)	Oct. 1, 1940	Au. Wi. Sp. 540.00 and (1)
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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>Physical Plant Division</i>			
Solomon Isennagle	Nightwatchman	Elevator Operator.	June 1, 1940
Ellsworth Swickard	Elevator Operator	Nightwatchman	June 1, 1940
*	*	*	*

Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Arts and Sciences</i>				
<i>Classical Languages</i>				
Kenneth M. Abbott	Assistant Professor	Oct. 1, 1940	\$3,000.00	\$3,468.00
<i>College of Commerce and Administration</i>				
<i>Economics</i>				
Clifford L. James	Associate Professor	Oct. 1, 1940	3,888.00	4,200.00
<i>Physical Plant Division</i>				
Solomon Isennagle	Elevator Operator	June 1, 1940	1,832.00	732.00
Ellsworth Swickard	Nightwatchman	June 1, 1940	732.00	1,272.00
*	*	*	*	*

That the following miscellaneous recommendations be approved:

That the following travel be authorized, subject to the approval of the Director of Finance, and that railroad fare and pullman be paid from F-6 travel funds:

Paul H. Elleman, Maintenance Engineer, Division of Operation and Maintenance, to attend the annual meeting of Superintendents of Buildings and Grounds of Universities and Colleges, in Seattle, Washington, July 31-August 15, 1940.

That the salary of \$100 to be paid to Otto R. Sielaff, Lecturer (part time), in the Department of Education for the first term of the Summer Quarter 1940 be paid as follows: \$66.66 from George-Deen Funds and \$33.34 from A-1 funds. This change is made to agree with the regulations of the George-Deen Act.

That Ruth Distelzweig, Stenographer in the Superintendent's Office, Physical Plant Division, be granted a leave of absence, without salary, for six months, effective June 1, 1940.

That, in accordance with the resolution approved by the Board of Trustees on December 11, 1939, leaves of absence, with salary, be granted to the following members of the Department of Agricultural Extension:

Volney G. Applegate, County Agricultural Agent, Harrison County, from June 15 to August 30, 1940, for graduate study at the Ohio State University;

G. Harold Chambers, County Agricultural Agent, Coshocton County, from June 15 to August 30, 1940, for graduate study at Ohio State University;

Frank G. Haskins, County Agricultural Agent, Lake County, from June 24 to August 16, 1940, for graduate study at the University of Wisconsin;

James C. Hedge, County Agricultural Agent, Mahoning County, from June 20 to September 14, 1940, for graduate study at the University of Wisconsin;

Frank H. Beach, Professor of Horticulture (Extension), from June 5 to September 23, 1940 for research work in horticulture under direction of the Graduate School, Ohio State University; also travel and study in seven western states;

Edith Berry, Assistant Professor of Home Economics (Extension), from July 3 to August 16, 1940, for graduate study at Columbia University;

George B. Crane, Secretary and Assistant Director, from July 3 to August 31, 1940, for Extension Service Summer School, Colorado State College;

Forest W. Dean, Extension Forester, from June 30 to August 30, 1940 for study of farm forestry projects in central states region;

David R. Dodd, Professor of Agronomy (Extension), from June 15 to September 15, 1940, for study of pasture research and extension programs in several other states:

Chester C. Lang, Assistant State Leader, 4-H Club Work, from June 22 to August 31, 1940, for graduate work at Claremont College, California, and Oregon State College, Corvallis, Oregon.

That the charge covering provision for board, room, policing, medical, nursing and general service for the enrollees and staff of the Conservation Laboratory Camp to be conducted by the Ohio State University during the Summer of 1940, be changed from \$35 to \$36 per enrollee.

That the General Activities Fee be increased from \$4 per quarter to \$5 per quarter, effective October 1, 1940.

That the laboratory deposit for the short course for Dairy Herds-

men in the Department of Animal Husbandry, be increased from \$8 to \$18, effective January 1, 1941.

That the President and the Vice President (acting by appointment of the President as Director of Civilian Pilot Training of the University) be authorized and empowered to enter into agreement and arrangements with the federal Civil Aeronautics Authority, Washington, D. C., for the continuance during 1940-1941 of the primary course (private) collegiate phase of the Civilian Pilot Training Program, pursuant to such regulations as the Authority may prescribe; and to execute such necessary agreements or contracts for and in behalf of the Board of Trustees as may be required. And further, that each student enrolled as a Civilian Pilot Trainee or alternate be charged a laboratory deposit of \$40, or such part thereof as the Director of Civilian Pilot Training may assess, to reimburse the University for the cost of special instruction provided, materials and supplies, transportation or other expenditures.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$106 from Starling-Ohio Women's Club, to be used for the purchase of books for the library of the College of Medicine (to be credited to Rotary No. 7731);

\$400 from the Soft-Lite Lens Company, for the purpose of securing parts for a self-recording spectrometer (to be credited to Rotary No. 7723);

\$1460 from the Ohio Hybrid Seed Corn Producers, Inc., for the continuation of the Ohio Hybrid Seed Corn Producers Fellowship for the year 1940-1941;

\$500 from Roses, Inc., for the continuation of a fellowship for the year 1940-1941;

\$1800 from the Ohio Seed Improvement Association for the continuation of two fellowships for the year 1940-1941;

\$800 from William R. Kenan, Jr. for research work in cooperation with the College of Agriculture, the College of Medicine, and the Chlorophyll Institute at Antioch College (to be credited to the William R. Kenan, Jr., Fund).

That the following research agreements hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following projects, be reported to the Board of Trustees for information and record:

National Association of Insecticide and Disinfectant Manufacturers, New York City—Investigation of the methods of testing liquid household insecticides against crawling insects (to be known as the N.A.I.D.M. Fellowship in Entomology);

Mid-west Laboratories, Columbus, Ohio—Investigation of wheat and flour (to be known as the Mid-West Laboratories Fellowship).

That, in accordance with the recommendation of the University Faculty, degrees be awarded at the Spring Convocation on June 10, 1940, to the following named students who have completed their requirements therefor:

DOCTOR OF PHILOSOPHY

Luther Leroy Baumgartner, B.S. (Capital University), M.A.; David Franklin Beard, B.Sc. in Agr.; Fred Adam Bernihr, A.B. (Capital University), M.A.; Edward Wilson Bieghler, B.A., M.A. (University of Oregon); Homer Disbro Blanchard, B.A. (Ohio Wesleyan University), M.A.; John Russell Bright, A.B. (Manchester College), M.A.; Katharine Anna Brownell, B.A., M.A. (University of Buffalo); Chester John Cavallito, B.Sc. in Ch. (Rutgers University), M.A.; Oscar James Chapman, A.B. (Lincoln University), A.M. (University of Michigan); William Ervin Cox, Jr., B.S., M.S. (Tulane University); Harry Eastman Ewing, Jr., B.A., M.Sc.; Richard Coumains Hall, B.S. (University of Illinois); Hubert Coleman Howard, B.A. (Ohio Wesleyan University), M.A.; Maurice Landy, B.A., M.A.; Daniel Loney Leedy, A.B., B.S. in Edu. (Miami University), M.Sc.; Lena Armstrong Lewis, A.B. (Lindenwood College), M.A.; John Robert Ludington, B.S. in Edu. (Ball State Teachers College), M.A.; Notley Sinclair Maddox, B.Sc. in Edu., M.A.; Harry Clinton Mahan, A.B. in Com. (Ohio University), M.A.; Charles David McCleary, A.B. (Wittenberg College); John Barnhart McClelland, B.Sc. in Agr., M.Sc.; Hugh Bartley McFadden, B.A., M.A.; Otis Lloyd Meehan, B.S., M.S. (University of Minnesota); Ira Wilbur Moomaw, A.B. (Manchester College), M.Sc.; Orpha Glenn Pettijohn, B.Sc. in Agr., M.Sc.; Stuart Blake Row, B.S. in Ch.E., M.S. (Virginia Polytechnic Institute); Paul Jacob Seyler, A.B. (Marietta College), M.A.; Edwin M. Sherwood, B.E. Physics, M.Sc.; Theodore Harold Smith, A.B. (Heidelberg College), M. Bus. Adm. (Northwestern University); Emil Gabriel Wiest, B.Chem. (University of Minnesota); Paul Henry Wise, B.S. (Kent State University); Grace Isabel Woodson, A.B. (Oberlin College), M.A.

MASTER OF ARTS

Mary Margaret Aikin, B.S. (University of Illinois); Donald Emerson Allen, B.A.; Richard Hughes Armitage, A.B. (Oberlin College); Atlee Beechy, B.S. in Edu. (Goshen College); Carl Darrell Bennett, B.S. in Edu. (Wilmington College); Francis Hubert Bezdek, A.B. (Miami University); Rosemary Blanchard, B.Sc. in Soc. Adm.; Walter Joseph Bobula, B.Sc. in Edu.; Francis Elwood Bonar, B.Sc. in Edu.; Frank Xavier Brilty, B.A. (University of Wisconsin); Howard A. Buchanan, B.S. (Muskingum College); Charles Frederick Cannell, B.A. (University of New Hampshire); Alex Cmaylo, A.B. (Hiram College); Stanley Knight Coffman, Jr., A.B. (Haverford College); Don Howard Cooper, A.B. (Southwestern College); Richard Eugene Curl, B.A.; Jesse Jewett Currier, B.A. (Ohio Wesleyan University); Norman David Daly, B.Fine Arts (University of Colorado); Hazel Merrill Davis, B.A., B.Sc. in Edu.; Jack Grant Day, B.Sc. in Bus. Adm., LL.B.; Richard Lee Dugan, B.Sc. in Jour.; Stephanie Dziadula, B.Sc. in Edu.; Clara Marie Eagle, B.Sc. in Edu.; Mary Lou Ellison, A.B. (Miami University); Grose Evans, B.Fine Arts; John James Evans, A.B. (Kenyon College), B.Sc. in Edu.; Perl Howard Farley, B.A. (Western Reserve University); Robert Richard Fink, B.Sc. in Edu.; Andrew Griffin Freeman, B.S. (Alabama State Teachers College); Emma Maria Gamboa, B.Sc. in Edu.; Samuel Ralph Goldman, B.A.; Lawrence Corbin Grace, B.Fine Arts; William Edward Hall, A.B. (Willamette University); Edwin Basil Hamblin, B.Sc. in Edu.; Beryl Donald Hensel, B.Sc. in Edu.; Donald Karl Hesson, B.S. (Mount Union College); Harry Douglas

Huskey, B.S. (University of Idaho); James Stafford Huston, B.Sc. in Edu.; Mary Bellenden Hutcheson, B.Sc. in Edu.; John Valeur Irwin, B.A. (Ohio Wesleyan University); Cyril Wesley Johnson, B.S. (The Stout Institute); Isaac Jolles, B.A.; Marion Ann Kane, B.Sc. in Edu.; Frederick Henry Kate, B.A. (The College of Wooster); Irene Elizabeth Kinley, B.A.; Ralph Barney Klein, B.Sc. in Edu.; James Emery Kovach, B.Sc. in Edu.; Ruth Lois Krehl, A.B. (Lake Erie College); Robert Henry Lee, B.S. (LeMoyn College); Paul Bettig Mackey, B.A. (Emory and Henry College); Rodger Ellison MacQuigg, A.B. (Princeton University); Joseph Albert MacTavish, A.B. (West Virginia Wesleyan College); Edward Glenn Mason, Jr., B.A., B.Sc. in Edu.; Joseph E. McCabe, B.A. (Muskingum College); Cornelia Colton Menges, B.Sc. in Edu.; Dorothy Novelle Mooney, B.S. in Edu. (Bowling Green State University); Paul Francis Munger, B.A.; Leigh Marcus Nason, B.Sc. in Edu.; David Roger Peryam, B.A. (University of Wyoming); Don Harold Poston, B.Sc. in Edu.; Marcus E. Ptak, A.B. (Defiance College); Winthrop Edson Richmond, A.B. Miami University); John Chaytor Robertson, B.S. in Edu. (Pennsylvania State Teachers College); H. Barry Rose, B.Phys. Edu. (Purdue University); Jack Leighton Rugh, B.Sc. in Edu.; Ruth Lillian Russell, B.Sc. in Edu.; Mary Ruth Self, B.Sc. in Edu.; James Monroe Snyder, B.Sc. in Edu.; Joseph Lewis Speicher, B.A.; Bernice Hazel Stacy, B.S. in Edu. (Bowling Green State University); Lila Mae Stauffer, B.S. in Edu. (Bowling Green State College); Beth Wilson Thewlis, B.Music (Arthur Jordan Conservatory of Music); Benjamin Earl Thomas, Jr., B.S., M.S. (University of Idaho); Katherine Elinor Tompkins, A.B. (Ashland College); Stanley Talbott Vandersall, B.A. (The College of Wooster); Mary Catherine Wagner, B.S. in Edu. (Muskingum College); Willard Fred Wankelman, B.Sc. in Edu.; Henry Hirsch Wasser, B.A.; Dorothy Ellen Wilson, B.Fine Arts (Alfred University); George Harrison Winchell, B.Sc. in Bus. Adm.; Charles Henri Woode, B.Sc. in Edu.

MASTER OF ARTS IN SOCIAL ADMINISTRATION

James Edward Hagerty, Jr., A.B. (University of Southern California); Anne Elizabeth Hill, B.Sc. in Soc. Adm.; William Howard Ireland, B.S. (University of Akron); Harry Kaplan, B.A. (University of Minnesota).

MASTER OF BUSINESS ADMINISTRATION

John Harold Danenhower, Jr., Ph.B. (University of Chicago); Guthery Wilkins Drake, B.Sc. in Agr.; Albert Benjamin Fisher, Jr., A.B. (Oberlin College); Marvin Magaziner, B.A.; John Reid Roller, B.Sc. in Bus. Adm.; Warren Wayne Whitlinger, B.A.; John Henry Ziegler, B.S. in Edu. (Kent State College).

MASTER OF SCIENCE

Daniel Raymond Atzenhoefer, B.Sc. in Edu.; Ralph Levern Baker, B.Sc. in Agr.; Ralph David Barner, D.V.M.; Alfred Edward Brown, B.S. in Ch. (Rutgers University); Richard Louis Brown, B.S. in E.E. Michigan State College); Frederick Leon Burge, Jr., B.S. in E.E. (Michigan State College); Marion Lucile Carr, B.S. (Iowa State College); Donald Echard Davis, B.Edu. (Eastern Illinois State Teachers College); Irving Drooyan, B.A.; Clayton Wayne

Ellet, B.S. (Kent State University); Edwin Homer Ellison, B.A.; Lloyd George Evans, B.Met.E.; William John Griffiths, Jr., A.B. (Dartmouth College); Kenneth Boyd Grim, M.D. (University of Virginia); James Foster Harrington, B.Sc. in Agr.; John Kenniston Harvey, B.Ch.E.; Raymond Francis Hasek, B.Sc. in Agr.; Joseph Audry Hull, B.A. (University of Mississippi), M.D. (University of Tennessee); John Millington Hutzel, A.B. (University of Michigan); John Arthur Jacks, Jr., B.Ch.E.; Garland Frank Jones, B.S. (Union University), M.D. (University of Tennessee); Ira Joseph Kail, B.Ch.E.; Lorin Gustavas Kautz, B.S. (Colorado State College); Samuel David Koonce, A.B. (Oberlin College); Edgar Reed Lang, B.S. in Ch.E. (South Dakota State School of Mines); Nathan Liza-wetsky, B.S. (University of Akron); Morris Lubin, A.B. (Ohio University); David Willie Mays, B.S. (Arkansas Agricultural, Mechanical and Normal College); Robert Israel Meltzer, B.S. (The College of the City of New York); Jerome Herbert Meyer, B.A.; Eugene Roberts Patterson, A.B. (Mississippi College), B.S. (United States Military Academy); Harry DeLeon Polster, A.B. (Oberlin College); Ralph Gordon Preston, B.S. in Edu. (Wittenberg College); George Edward Roese, B.Ch.E.; Alfred George Runner, B.A.; Herman Sanders, B.S. (The College of the City of New York); Mary Elizabeth Schaefer, B.A.; Alvin Ferner Sellers, D.V.M. (University of Pennsylvania); Robert Gray Shipley, B.S. (Virginia Polytechnic Institute); Leo Moore Smith, B.M.E.; Suzanne Stinson, B.A. (University of Wisconsin); Jo Morgan Teague, Jr., B.S. (Georgia School of Technology); Rowland Francis Walther, B.Sc. in Edu.; Virginia Edna Whiteside, B.A.; Charles Elmer Willis, B.S. (Westminster College).

DOCTOR OF MEDICINE—WITH HONORS

Alex Brown, B.A.; Jack Albert Dillahunt, B.A.; Charles Harrison Duncan, B.A.; Frederick Ralph Guilford, B.A.; William Clair Marsh; Richard Patton, Jr., B.A.; Attilio DaRin Puppel, B.A.; John Sidney Rice, B.A., M.A.; Raymond John Scheetz, B.A.; Merl Bernard Smith, B.S. (University of Toledo); Robert Gillespie Smith, B.A.; Walter Marshall Stout, B.A., B.Sc. in Edu., M.A.; Benjamin Roland Wiltberger, B.A.

DOCTOR OF MEDICINE

Jack Arnold Adelman, B.A.; John Theophilus Bakody, B.A.; William Kirtley Bannister, Ph.B., M.A. (University of Chicago); Emil Lewis Barrows, A.B., M.A. (University of Cincinnati); Lloyd Arthur Boehm; James Howard Boyer; Richard Howard Brooks, B.A.; William Roswell Calland, B.A.; John Neal Carnes, B.Sc. in Phar.; Robert Henry Cassidy, B.S. (Mount Union College); Thomas Edison Clark, B.A.; Virgil Lee Cross, A.B. (Ohio University); Charles Joseph Deishley, B.A.; Richard George Deucher, B.A.; Selwyn Henry Drummond, A.B. (University of Cincinnati); Joseph Charles Forrester, B.A.; Thomas Edward Fox, B.A.; Francis Webster Gallagher; Joseph Anthony Geer, B.A.; Morris Goldberg, Ph.G. (Fordham University), M.D. (Eclectic Medical College); Ralph Reuben Goldin, B.A.; Ned B. Griner, B.A.; Robert Snyder Hamm; Victor Ellsworth Hillegass, A.B. (University of Akron); Robert Bruce Hines, B.A.; Martin Mayer Horowitz, B.A., M.Sc.; William Brock Houston, B.A. (Ohio Wesleyan University); Donald William Jones, B.A. (The College of Wooster); Harold LeRoy Keiser, B.A.;

William Manion Kuntz; Florence Rosemary Lenahan, B.Sc. in H.E.; Rodger Ellison MacQuigg, A.B. (Princeton University); Mary Headlee Markham, A.B. (New Jersey College for Women), M.S. (Rutgers University); Paul Gerhard Meekstroth, B.A.; Jerome Herbert Meyer, B.A.; Richard Lee Morgan; Lloyd Emery Morris, A.B. (Haverford College); Thomas Joseph O'Neill; Lester Gurley Parker, B.A. (Ohio Wesleyan University); Owen Findlay Patterson, B.A.; Donald Joseph Pearson, B.A. (Western Reserve University); Michael Herrick Perlin, B.A.; Ernest Leo Perri, B.A.; Gordon Allen Pilmer; James Ivan Rhiel, B.Sc. in Phar.; Carl William Roth; Joseph Negley Schaeffer, B.A.; Bernard Myron Schneider, B.A., M.A.; Edward Robert Schumacher, B.A.; Julius Paul Schweitzer, Jr.; George Xanthian Schwemlein, A.B. (University of Cincinnati); Francis Thomas Sheehan; Aaron Irving Simon, B.A.; Robert Benjamin Smith, B.A.; William Andrew Smith, B.A.; Andrey Worth Stevenson, B.A. (Bowling Green State University); James Joseph Thomas, B.S. (Mount Union College); Don A. Urban, B.A.; Bernard Harry Weinstein, A.B. (University of Pennsylvania); Joseph Earl Wharton, A.B. (Ohio University); Virginia Edna Whiteside, B.A.; Robert McLaughlin Wilson; Edward Brotherton Young, B.A.; Robert E. Zipf, A.B. (Miami University).

JURIS DOCTOR

Arthur Nicholas Mindling, B.Sc. in Bus. Adm.; Roger Hegler Smith, B.Sc. in Bus. Adm.; John Robert Young, A.B. (Bowling Green State University).

BACHELOR OF LAWS

William Lee Anderson; Thomas William Applegate, B.Sc. in Bus. Adm.; Zenda Lieberman Arkin, B.A.; Lauren Arden Arn; Philip Aultman; Frank Clarence Beane, A.B. (Wilberforce University); Charles Edward Connor; Wilbur Guy Cory, B.A.; Fred Wilkinson Crow; John Fisher DeMuth, A.B. (Defiance College); Howard Gail Eley, A.B. (Miami University); Richard Kabat Grace, B.Sc. in Bus. Adm.; John William Hardwick, B.A. (Ohio Wesleyan University); James Perry Horn, B.A. (Western Reserve University); Joseph M. Horwitz, B.Sc. in Bus. Adm.; Anson Elder Hull, B.A.; William Hudson Jefferys, Ph.B. (Notre Dame University); Dan Webster Johnson, B.A. (Hendrix College); Edwin Ritter Jonas, Jr.; John William Lehrer, A.B. (Kenyon College); John James Lynch, B.A.; Russell Wayne Martin, B.A.; William Stanley Miller; Edwin Royse Oglesby, B.Sc. in Bus. Adm.; Richard Post Rankin; Kenneth Merrill Robbins, B.S. in Edu. (Ohio University); Kline Leslie Roberts, Jr.; Charles Varley Schwenker, B.A.; James Ernest Stilwell, B.A.; Robert Gordon Tague; Robert Eugene Teaford, B.A.; John Lynn Woodard, B.Sc. in Bus. Adm.; Ralph Emerson Yapple, B.Sc. in Bus. Adm.

DOCTOR OF DENTAL SURGERY

Karl William Becker; Milton Berman, B.A., M.Sc.; Charles Preston Broughton; Robert Tibbitts Brown; Richard Louis Close; Anthony Joseph Di Bello; John Mark Domjancich, A.B. (Berea College); Paul B. Eib; Martin Feldman, B.S. (The College of the City of New York), D.M.D. (North Pacific College of Oregon); Edward Arnold Fisher; William Robert Flemington; Louis Galvin; Harry Garbus; Joseph John Gndant; James Jefferson Hill; Donald Eugene Hilty, A.B. (Bluffton College); Harold Kalman, B. A. (New

York University); Jack Howard Litman; Clare Frederick McCreary; Dean Watson Miller, B.S. (Muskingum College); Roger William Miller; Allan Sigmund Moritz, Jr.; Hoyt Robert Oberlin; Earl Platt, B.A. (Brooklyn College); Robert William Price; Robert Paul Raish, B.A.; Daniel Rodinsky; James Joseph Sanfilippo; Roy Edwin Schaefer; Shirley Stevenson Seymour, A.B. (Bluffton College); William John Simone; Harry Aaron Speert; Sylvan Michael Spielberg; Richard Kent Steiner, A.B. (Bluffton College); Benjamin Barrington Steinfeld, B.A. (University of Wisconsin); Charles C. Strader; Paul Wesley Sutor; James Mark Trach; Andrew Frederick Zoll.

DOCTOR OF VETERINARY MEDICINE

Max G. Badger; Albert John Brandehoff; James Roy Bridenstine, Jr.; Homer Dale Carter; Charles Otto Cobb; Richard Harvey Cullop; Donald Ervin DeTray; James J. Dorman; Duke Harry Ducorsky; Francis Dorr Enzie; Edgar Eugene Evans; Clinton Herbert Forthofer; Murl Allen Fox; David Arthur Funderburg; Robert Getty, Jr.; Frank Gilbert Hamilton; William Frederick Hartnell; Melvin Joseph Hatter; Charles William Higley; Robert James Hocker; Donald Warren Hott; Woodrow Wilson Jackson; Robert Duran Jones; Clinton Alan Kackley, B.S. in Edu. (Ohio University); Berlin Weaver Kagy; Abraham B. Kamine, Ph.G. (Rutgers University); Floyd Walter Koebel; Gaylord Cooper Lewis; William Edgar Martin, Jr.; James Allison McOwen; Louis Guthrie Northington; Loyd Emerson Oswalt; William Charles Piper, Jr.; Joseph Earl Reid; Andrew John Reiher; Benjamin Maxwell Schrank; Francis Marion Schwarm; Hubert Tribble Shull; Richard Clair Smith; Robert Comstock Smith; Vernon Lance Tharp; Carl Frank Vaupel; Edward Guy Waite; Edward John Wilson; Richard Max Zirkle.

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Arthur Stockdale Cosler, Jr.; Stephen Eros; William Lewis Grube; Thomas Edmund Hally; Harry Charles Stieber.

CERAMIC ENGINEER

Robert Harry Ellis Anwyl, B.Cer.E., 1928; James Robert Beam, B.Cer.E., 1930; Arthur Joseph Blume, B.Cer.E., 1927; Edward Earl Callinan, B.Cer.E., 1930; Willard Kasson Carter, B.Cer.E., 1930; Warren Franklin Copp, B.Cer.E., 1930; Emerson William Emrich, B.Cer.E., 1929; Walter David Ford, B.Cer.E., 1930, M.Sc., 1931; Tremmund Walter Garve, B.Cer.E., 1916; John Franklin Hunt, B.Cer.E., 1930; Richard Oscar Lane, B.Cer.E., 1930, S.M. (Massachusetts Institute of Technology), 1936; John Lester Moser, B.Cer.E., 1930; Stephen Timothy Spires, B.Cer.E., 1930; Harry William Thiemcke, B.Cer.E., 1930, M.Sc., 1931; Charles Edward Webster, B.Cer.E., 1930; Norman George Wedemeyer, B.Cer.E., 1930.

CHEMICAL ENGINEER

Charles Brent Cochran, B.Ch.E., 1935; Carl Donham McGuire, B.Sc. in Ch.E., 1911, M.A., 1914; Lowell Haines Milligan, B.Ch.E., 1916, M.Sc., 1917; Edward John Pranke, B.Sc. in Ch.E., 1911; Waldron Devol Sheets, B.Ch.E., 1931, M.Sc., 1932.

CIVIL ENGINEER

Eugene Francis Gallagher, B.C.E., 1930; George Vilas Long, B.C.E., 1916.

INDUSTRIAL ENGINEER

Leonard Russell Ervin, B.I.E., 1930; Paul Wheritt Holstein, B.I.E., 1932; Curtis Morey Potter, B.I.E., 1931.

MECHANICAL ENGINEER

Clark Magly Humphreys, B.M.E., 1925; Willard Andrew Luli, B.M.E., 1935.

METALLURGICAL ENGINEER

George Thomas Motok, B.Met.E., 1932, M.Sc., 1933; Gilbert Ysidro Soler, B.Cer.E., 1930, M.Sc., 1931.

BACHELOR OF SCIENCE IN PHARMACY—WITH HONORS

Harry Nolon Blosser (summa cum laude); Don Leroy Eyler (cum laude).

BACHELOR OF SCIENCE IN PHARMACY

Gilbert Allen; Harold Caldwell Anderson; Benjamin Balshone; Robert Harvey Bernstein; Gladys Barbara Bort; Robert Edwin Boyd; William Ransbottom Brown; Alfred Samuel Cooper; Leon Cooper; Sanford Ehrenzweig; Myron Feinberg; Robert Edwin Ford; Irwin Friedman; Robert Graham Hayes; Andrew Stephen Jados; Nathan Kozek; William Farnum Maize; Sanford Marx; Rose Miller; Charles Edward Ormerod; Evan Jerome Phillips; Thomas Hynes Ready; Sol Ritter; Carroll Elland Schmidt; LaVerne Albert Scranton; Edgar Francis Sheeran; Homer Alexander Strickling; James Milton Trotter; Gerald Kenneth Vance; Harry Vinocur; Morris Vinocur; James Jay Weinberger; Joseph Alfred Zapotocky; Jack Jae Zarin; Robert William Zoller.

CERTIFICATE OF GRADUATE NURSE

Betty Jane Corkwell; Margaret Brown Daughters; Lillian Louise Flickinger; Ruth Ellen Haignere; Mary Margaret Kilgore; Sarah Rachel Secrest; Elma Jean Spitznaugle; Theda Marie Stein; Barbara Ann Swarner; Anne Helen Wolf.

Upon motion of Dr. Altmaier, seconded by Mr. Dargusch, the above recommendations of the President were upon roll call unanimously approved.

* * * * *

The President now reported the death, on May 6, 1940, of Professor Emeritus Christopher E. Sherman, of the Department of Civil Engineering, and presented the following resolutions:

With sorrow the Board of Trustees learns of the death of Professor Christopher E. Sherman, graduate of the University in 1894, Chairman of the Department of Civil Engineering from 1902 until 1938, a member of the teaching staff continuously from 1896 until September 1939, when he was retired with the rank of Professor Emeritus.

In the remembrance of his students, Professor Sherman's generous influence and genial personality live on. His productive contributions to engineering science and public service, his historical and literary proficiency, the friendly warmth of his companionship, the charm of his wit and the sureness of his wisdom—all these his faculty colleagues and the members of this Board recall, and hold precious.

The Board of Trustees desires to express its deep sympathy and its sense of understanding in his loss. It is directed that this resolution be inscribed upon the minutes of the Board, and that copies be furnished to the members of Professor Sherman's family.

Upon motion of Mr. Atkinson, seconded by Mr. Thompson, the above resolution was upon roll call unanimously approved.

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President Bevis now presented the annual salary budget for the fiscal year beginning July 1, 1940:

COLLEGE OF AGRICULTURE

Administration

John F. Cunningham	Dean	\$ 6,612.00	
Lyman E. Jackson	Junior Dean	4,608.00	
Alfred Vivian	Dean Emeritus of Agriculture..	1,752.00	
True G. Watson	Secretary of the College and Associate Professor	3,684.00	
Oscar Erf	Professor	4,380.00	
Eugene H. Woodruff	Accountant	1,512.00	
Ruth G. Doughton	Assistant to Dean	1,392.00	
Hester Groezinger	Stenographer	1,272.00	
Ina Skeels	Stenographer	1,272.00	
Lois G. Scott	Stenographer	1,212.00	
Elizabeth Nincehelter	Stenographer	1,152.00	
Ruth M. Landen	Stenographer	1,092.00	
Mary Ester Moore	Stenographer	1,032.00	
Dorothy Nay	Stenographer	1,032.00	
Julia W. Rea	Stenographer	1,032.00	
Betty Jean Riggs	Stenographer	1,032.00	
Martha Joanna Horst	Stenographer	972.00	
Irona J. Winterrowd	Stenographer	972.00	
Maxine Katzenberger	Stenographer	972.00	
Mary L. Walker	Stenographer (part time).....	612.00	
Flo Bailey	Stenographer (part time).....	552.00	
Hazel Monett	Stenographer (part time).....	552.00	
Lucile Mays	Stenographer (part time).....	528.00	
Thelma I. Davis	Stenographer (part time).....	492.00	
Rose Mary Rotondo	Stenographer (part time).....	492.00	
Bertha Fischer	Stenographer (part time).....	462.00	
			\$ 40,674.00

Agricultural Chemistry

John F. Lyman	Professor and Chairman.....	\$ 4,740.00	
R. C. Burrell	Professor	3,504.00	
E. F. Almy	Professor	3,504.00	
Alvin C. Wolfe	Assistant	750.00	
Kenneth M. Gaver	Assistant	700.00	
Nettie C. Esselbaugh	Assistant	600.00	
Nelson E. Lyttle	Graduate Assistant	450.00	
Gerald C. Zwyayer	Graduate Assistant	450.00	
Lawson F. Marcy	Graduate Assistant	450.00	
			\$ 15,598.00

Agricultural Education

W. F. Stewart	Professor and Chairman.....	\$ 2,928.00	
			\$ 2,928.00

Agricultural Engineering

Glen W. McCuen	Professor and Chairman (% time)	\$ 3,696.00	
Chester O. Reed	Professor (% time).....	3,480.00	
Richard C. Miller	Professor (% time).....	3,336.00	
Virgil Overholt	Professor	1,104.00	
A. C. Kennedy	Assistant Professor (special)...	756.00	
	Instructor	1,200.00	
Robert J. McCall	Assistant	750.00	
Milan E. Watson	Graduate Assistant	450.00	
	Graduate Assistant	450.00	
Walter S. Umbstaetter	Mechanic	1,704.00	
Merle Day	Handyman	1,632.00	
			\$ 18,558.00

Agronomy

Robert D. Lewis	Professor and Chairman.....	\$ 3,684.00	
L. D. Bayer	Professor	2,568.00	
Charles J. Willard	Professor	2,220.00	
Guy W. Conrey	Professor	1,788.00	
Jay B. Park	Professor	588.00	
George M. McClure	Assistant Professor	2,616.00	
Frederick J. Salter	Assistant Professor	1,284.00	
Cecil A. Lamb	Assistant Professor	1,200.00	
Harold W. Batchelor	Assistant Professor	624.00	
Robert Q. Parks	Instructor	756.00	
	Graduate Assistant	450.00	
			\$ 17,778.00

Animal Husbandry

Donald J. Kays	Professor and Chairman	\$ 5,904.00
Carl W. Gay	Professor	6,132.00
Joel S. Coffey	Professor	4,608.00
Schuyler M. Salisbury	Professor	4,464.00
Thomas S. Sutton	Assistant Professor	2,148.00
Graydon Brandt	Instructor	1,548.00
Lawrence E. Kunkle	Instructor	1,140.00
Lewis S. Overturf	Graduate Assistant	450.00
Frederick H. Coe	Graduate Assistant	450.00
	Graduate Assistant	150.00
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		\$ 26,994.00

Animal Husbandry—Employees

Robert Watson	Groom	\$ 1,812.00 and house
Roger P. Denney	Dairy Cattle Herdsman	1,812.00 and house
John B. McCorkle	Beef Cattle Herdsman	1,812.00
Author W. Jordan	Swine Herdsman	1,632.00 and house
William Franklin	Shepherd	1,728.00
Ray Garrett	Handyman	1,452.00
Cecil Bayes	Herdsman	1,272.00 and house
W. C. Dillon	Laborer	1,212.00 and house
Alvin McAdow	Laborer	1,092.00 and house
James Wallace	Laborer	1,092.00
Herbert M. Barnes	Student Laborer	804.00
Wayne Bauer	Student Laborer	240.00
Robert Bay	Student Laborer	240.00
Paul Boerger	Student Laborer	240.00
Chester Boyer	Student Laborer	240.00
Kenneth Elliott	Student Laborer	240.00
Edwin Hofstetter	Student Laborer	240.00
Kenneth Lloyd	Student Laborer	240.00
Lyman Schnell	Student Laborer	240.00
Warren Weininger	Student Laborer	240.00
Francis Westrick	Student Laborer	240.00
Thomas Williams	Student Laborer	240.00
George Zeis	Student Laborer	240.00
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		\$ 18,600.00

Botany

Edgar N. Transeau	Professor, Chairman and Director, Botanical Garden	\$ 5,628.00
Homer C. Sampson	Professor	4,908.00
Bernard S. Meyer	Professor	3,900.00
Wilmer G. Stover	Professor	3,792.00
A. L. Pierstorff	Associate Professor	4,104.00
Adolph E. Waller	Associate Professor and Curator, Botanical Garden	3,792.00
Glenn W. Blaydes	Associate Professor	2,940.00
Lois Lampe	Assistant Professor	2,556.00
Ralph O. Freeland	Assistant Professor	2,460.00
Clarence E. Taft	Assistant Professor	2,220.00
Herbert T. Scofield	Instructor	2,160.00
Sylvester S. Humphrey	Instructor	1,848.00
R. T. Wareham	Instructor	1,848.00
Gordon S. Crowl	Instructor	1,848.00
John N. Wolfe	Instructor	1,848.00
Clyde H. Jones	Instructor and Curator of Herbarium	1,848.00
Robert Findlay	Assistant	1,812.00
Frederick H. Norris	Assistant	1,416.00
Richard A. Popham	Assistant	648.00
Charles E. Brian	Graduate Assistant	450.00
Donald E. Davis	Graduate Assistant	450.00
Clayton W. Ellett	Graduate Assistant	450.00
David K. Efros	Graduate Assistant	450.00
Elwyn O. Hughes	Graduate Assistant	450.00
Darrell M. McLean	Graduate Assistant	450.00
Carroll A. Swanson	Graduate Assistant	450.00
John P. Steele	Graduate Assistant	450.00
Isabel Thompson	Graduate Assistant	450.00
John B. Whitney, Jr.	Graduate Assistant	450.00
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		\$ 56,076.00

Dairy Technology

Robert B. Stoltz	Professor and Chairman	\$ 4,740.00
Louis H. Burgwald	Associate Professor	3,900.00

5-27-'40

J. Hoffman Erb	Assistant Professor	3,504.00
Walter L. Slatter	Instructor	1,116.00
Edwin Williams	Graduate Assistant	450.00
D. R. Strobel	Graduate Assistant	450.00
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		\$ 14,610.00

Farm Operations

Ralph L. Bazler	Assistant Professor and Superintendent of Farms	\$ 3,912.00
John DeWitt	Mechanic	1,572.00 and house
Lloyd Blackburn	Mechanic	1,476.00 and house
	Head Teamster	1,212.00
	Laborer	1,272.00
H. L. Bosart	Laborer	1,272.00 and house
Lewis Dunn	Laborer	1,212.00 and house
J. R. Remy	Laborer	1,212.00
Kenneth A. Vaught	Laborer	1,212.00 and house
J. Everett Clarke	Laborer	1,212.00
C. C. Harvey	Laborer	1,212.00
G. W. Hill	Laborer	1,212.00
LeRoy Wilson	Laborer	1,092.00 and house
A. C. Rhoten	Laborer (8 months)	800.00
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		\$ 19,880.00

School of Home Economics

Faith Lanman Gorrell	Professor and Chairman	\$ 3,480.00
Hughina McKay	Professor	2,580.00
Winona Morgan	Associate Professor	1,848.00
Daisy Davis	Assistant Professor	2,772.00
Frances F. Mauck	Assistant Professor	2,664.00
Eve E. Turnbull	Assistant Professor	2,460.00
Osee Hughes	Assistant Professor	2,412.00
Alma C. Heiner	Assistant Professor	2,412.00
Eunice Ryan	Assistant Professor	2,232.00
Alice Donnelly Pressey	Assistant Professor	1,752.00
Florence E. Petzel	Assistant Professor (part time)	1,296.00
Charlotte Biester	Instructor	2,196.00
Mary E. Green	Instructor	1,968.00
Ruth M. Beard	Instructor	1,848.00
	Instructor	1,656.00
Florence M. Osborn	Assistant	1,416.00
	Assistant	900.00
Ruth Jones	Assistant	600.00
	Assistant (part time)	600.00
	Assistant (part time)	225.00
	Instructor (part time)	800.00
	Assistant (part time)	150.00
	Assistant (part time)	150.00
	Assistant (part time)	75.00
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		\$ 37,992.00

Horticulture and Forestry

Joseph H. Gourley	Professor and Chairman	\$ 3,420.00
Alex Laurie	Professor	3,804.00
Howard D. Brown	Professor	3,300.00
W. Paddock	Emeritus Professor	1,572.00
Lewis C. Chadwick	Associate Professor	1,572.00
Freeman S. Howlett	Associate Professor	1,368.00
Norman F. Childers	Assistant Professor	3,072.00
Frank K. Beyer	Assistant Professor	2,772.00
Gustav H. Poesch	Assistant Professor	1,272.00
Milton W. Austin	Assistant	1,812.00 and house
Fred Petri	Foreman of Floral Greenhouses	1,476.00 and house
Howard Ell	Laborer	1,092.00
Jacob Bowers	Laborer	912.00
Fred O. Hartman	Graduate Assistant	450.00
Allan Purdy	Graduate Assistant	450.00
James B. Allison	Graduate Assistant	450.00
Paul H. Bender	Graduate Assistant	450.00
D. J. Witt	Graduate Assistant	450.00
Franklin W. Southwick	Graduate Assistant	450.00
Orris R. Evers	Graduate Assistant	450.00
Rudolph Meyer	Student Laborer	600.00
Lawrence Holl	Student Laborer	600.00
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		\$ 31,794.00

Poultry Husbandry

Everett L. Dakan	Professor and Chairman	\$ 5,208.00
Alden R. Winter	Associate Professor	3,420.00
Arthur T. Bayes	Superintendent of Poultry Plant	2,312.00
Richard A. Gordon	Laborer	1,392.00
Charles P. Colwell	Laborer	1,212.00

\$ 13,544.00

Rural Economics

John I. Falconer	Professor and Chairman	\$ 2,920.00
Charles G. McBride	Professor	2,928.00
Arthur R. Mangus	Professor of Rural Sociology	2,460.00
George F. Henning	Professor	2,064.00
Virgil R. Wertz	Professor	1,164.00
Charles W. Hauck	Associate Professor	768.00
John H. Sitterley	Assistant Professor	2,160.00
Francis L. Morison	Assistant Professor	2,028.00
Phil S. Eckert	Instructor	400.00
	Instructor	400.00
Mabel Snyder	Stenographer	972.00

\$ 18,164.00

Zoology and Entomology

Raymond C. Osburn	Professor and Chairman	\$ 5,628.00
Herbert Osborn	Emeritus Professor	1,416.00
Laurence H. Snyder	Professor	6,120.00
Dwight M. DeLong	Professor of Zoology and Entomology	5,160.00
Alvah Peterson	Professor	4,608.00
William M. Barrows	Professor	4,600.00
Frank L. Campbell	Professor	4,104.00
Clarence H. Kennedy	Professor	3,900.00
Thomas H. Langlois	Professor	No salary
David F. Miller	Associate Professor	3,900.00
John W. Price	Associate Professor	3,252.00
Wencil J. Kostir	Assistant Professor	3,900.00
Josef N. Knoll	Curator of Insects (Assistant Professor)	3,060.00
John A. Miller	Assistant Professor	2,796.00
David C. Rife	Assistant Professor	2,888.00
Ralph H. Davidson	Assistant Professor	2,888.00
Lawrence E. Hicks	Assistant Professor	No salary
Winston E. Dunham	Assistant Professor (part time) (special)	612.00
Joseph N. Miller	Instructor	2,184.00
Edward N. Warner	Instructor	2,004.00
Wilbur M. Tidd	Instructor	2,148.00
Donald J. Borror	Instructor	2,148.00
Paul E. Schaefer	Instructor	2,004.00
Carl E. Venard	Instructor	2,208.00
James G. Haub	Instructor	1,932.00
Charles W. Cotterman	Instructor	1,848.00
Paul J. Seyler	Assistant	1,212.00
Ernest V. Fowler	Assistant	1,632.00
Harriet Hyman Parker	Technical Assistant	1,212.00
Donald W. Dunham	Assistant	972.00
	Assistant	768.00
Kenneth Mitchell	Research Fellow	960.00
Roger W. Allen	Graduate Assistant	450.00
Gordon E. Bucher	Graduate Assistant	450.00
Robert H. Edgerley	Graduate Assistant	450.00
Carl B. Huffaker	Graduate Assistant	450.00
H. Warner Kloepfer	Graduate Assistant	450.00
Alfred G. Runner	Graduate Assistant	450.00
Ely M. Swisher	Graduate Assistant	450.00
Edwin R. Willis	Graduate Assistant	450.00
Mike Wright	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00

\$ 86,814.00

Total for College of Agriculture.....

\$420,004.00

COLLEGE OF ARTS AND SCIENCES

Administration

Bland L. Stradley	Dean	7,128.00
D. Luther Evans	Junior Dean	4,608.00
Harold A. Edgerton	Student Counselor	4,056.00
Howard L. Hamilton	Secretary of the College	3,816.00
Ruth C. Bailey	Assistant to Dean	1,992.00
Christine Y. Conaway	Assistant to Dean	1,908.00
Agnes Stump Dickey	Assistant to Junior Dean	1,752.00
Bessie W. Schaffner	Stenographer	1,212.00
Margaret Smith	Stenographer	1,212.00
Katherine E. Gardner	Stenographer	1,212.00
Ruth N. Gibbony	Stenographer	1,212.00
Janet Ricket	Stenographer	1,212.00
Annabelle Swickard Clark	Stenographer	1,152.00
Phyllis B. Keifer	Stenographer	1,044.00
Lucile Krill	Stenographer	1,082.00
Maxine Goodwin	Stenographer	972.00
Louise Barber	Stenographer	972.00
Mary Ellen Baker Porter	Stenographer	972.00
Hazel Hadden Varner	Stenographer	972.00
Mary A. Wilson	Stenographer	972.00
Helen Buchanan	Stenographer	972.00
Elinor M. Bayer	Stenographer	972.00
Josephine L. Curren	Stenographer	972.00
Barbara Prince	Stenographer	972.00
Margaret N. Swick	Stenographer (9 months)	540.00
Alyce Moore	Typist	1,200.00
Jean Hammond Harman	Typist	972.00
Virginia Harrison	Clerk	972.00
Julia Ann Gutman	Assistant (part time) (3 months)	240.00
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		\$ 47,220.00

Bacteriology

N. Paul Hudson	Professor and Chairman	7,128.00
Charles B. Morrey	Emeritus Professor	1,308.00
William A. Starin	Professor	4,608.00
Oram C. Woolpert	Associate Professor	4,200.00
Jorgen M. Birkeland	Assistant Professor	3,072.00
Floyd Stephen Markham	Assistant Professor	3,072.00
Grant L. Stahly	Assistant Professor	3,072.00
Harry H. Weiser	Instructor	2,460.00
D. Frank Holtman	Instructor	1,848.00
Edwin B. Adams	Research Assistant	1,620.00
Joseph A. Taylor	Technical Assistant	1,224.00
Melvin E. Sanner	Animal Attendant	912.00
Arthur N. Gorelick	Assistant	1,000.00
Homer F. Marsh	Assistant	1,000.00
Frederick C. Blubaugh	Graduate Assistant	450.00
Ralph P. Elrod	Graduate Assistant	450.00
Margaret D. Heise	Graduate Assistant	450.00
Sol Haberman	Graduate Assistant	450.00
Helen I. Knott	Graduate Assistant	450.00
Jackson W. Riddle	Graduate Assistant	450.00
Sanford B. Rosenman	Graduate Assistant	450.00
Harvey L. Rubin	Graduate Assistant	450.00
Samuel Saslaw	Graduate Assistant	450.00
John L. Schwab	Graduate Assistant	450.00
Wells A. Shulls	Graduate Assistant	450.00
Max E. Tyler	Graduate Assistant	450.00
Thomas W. Green	Graduate Assistant	300.00
Clara Sesler	Graduate Assistant	300.00
Ben Sobin	Graduate Assistant	300.00
Maida M. Heath	Graduate Assistant	150.00
Sol Haberman	Graduate Assistant	150.00
Ralph P. Elrod	Graduate Assistant	150.00
Helen I. Knott	Graduate Assistant	75.00
Sanford B. Rosenman	Graduate Assistant	75.00
Paul J. Kadull	Graduate Assistant	150.00
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		\$ 43,574.00

Chemistry

William L. Evans	Professor and Chairman	6,372.00
William McPherson	Emeritus Professor	No salary
Charles W. Foukl	Emeritus Professor	1,260.00

William E. Henderson	Emeritus Professor (eff. 9-1)...	1,236.00
William E. Henderson	Professor (2 months).....	896.00
Cecil E. Boord	Professor	4,908.00
Herrick L. Johnston	Professor	4,464.00
Wesley G. France	Professor	4,368.00
Harvey V. Moyer	Professor	4,104.00
Wallace R. Brode	Professor	3,996.00
	Associate Professor	4,548.00
W. Conard Fernelius	Associate Professor	4,092.00
Melville L. Wolfrom	Associate Professor	3,862.00
Laurence L. Quill	Associate Professor	3,600.00
Albert L. Henne	Associate Professor	No salary
Marion Hollingsworth	Assistant Professor	3,072.00
William MacNevin	Assistant Professor	2,880.00
Henry R. Wirth	Assistant Professor	2,880.00
Melvin S. Newman	Assistant Professor	2,880.00
Alfred B. Garrett	Assistant Professor	2,844.00
Frank H. Verhoek	Assistant Professor	2,760.00
Preston M. Harris	Assistant Professor	2,736.00
Edwin N. Lassettre	Instructor	2,244.00
George E. MacWood	Instructor	2,064.00
John F. Betz	Technical Assistant	2,160.00
Philip Hill	Assistant	950.00
Arthur Lien	Assistant	950.00
Max V. Noble	Assistant	950.00
William Arendshorst, Jr.	Assistant	750.00
Earl W. Balis	Assistant	750.00
Irving I. Bezman	Assistant	750.00
Otis D. Black	Assistant	750.00
John A. Cathcart	Assistant	750.00
Joseph E. Fields	Assistant	750.00
John V. Flanagan	Assistant	750.00
Alfred F. Foster	Assistant	750.00
Arthur R. Hanze	Assistant	750.00
Charles H. Jones	Assistant	750.00
Edwin M. Larsen	Assistant	750.00
Donald W. Lyon	Assistant	750.00
John E. Mahan	Assistant	750.00
Louis E. Marchi	Assistant	750.00
Don E. Pletcher	Assistant	750.00
E. P. Plueddemann	Assistant	750.00
Eugene A. Talley	Assistant	750.00
Calvin Vander Werf	Assistant	750.00
Edwin G. Wallace	Assistant	750.00
David I. Weisblat	Assistant	750.00
George L. Wesp	Assistant	750.00
Howard L. Yowell	Assistant	750.00
	Assistant	750.00
Richard Bruehlman	Graduate Assistant	450.00
Earle R. Bryant	Graduate Assistant	450.00
Evan F. Evans	Graduate Assistant	450.00
Stanley Francis	Graduate Assistant	450.00
Kenneth W. Greenlee	Graduate Assistant	450.00
Walter D. Harris	Graduate Assistant	450.00
James Hinkamp	Graduate Assistant	450.00
Samuel Lee	Graduate Assistant	450.00
Nathan Lizawetsky	Graduate Assistant	450.00
Norman S. MacDonald	Graduate Assistant	450.00
John McBride	Graduate Assistant	450.00
Edgar P. Meibohm	Graduate Assistant	450.00
Samuel M. Moffett	Graduate Assistant	450.00
David Thomas Mowry	Graduate Assistant	450.00
Ralph H. Plumlee	Graduate Assistant	450.00
Margaret Ryba	Graduate Assistant	450.00
John Schaefer	Graduate Assistant	450.00
Louis D. Scott	Graduate Assistant	450.00
Theodore Tom	Graduate Assistant	450.00
Dan Trivich	Graduate Assistant	450.00
Robert VanDolah	Graduate Assistant	450.00
Quentin Van Winkle	Graduate Assistant	450.00
Samuel W. Waisbrot	Graduate Assistant	450.00
	Graduate Assistant	450.00

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Graduate Assistant	450.00
Graduate Assistant	450.00
Wallace R. Brode	850.00
Earl W. Balis	400.00
Paul Rothmund	100.00
Non-Resident Associate Professor, Kettering Foundation	No salary

\$115,466.00

Classical Languages

John B. Titchener	Professor and Chairman	\$ 4,428.00
George M. Bolling	Emeritus Professor (eff. 9-1) ...	1,620.00
George M. Bolling	Professor (2 months)	920.00
Arthur W. Hodgman	Emeritus Professor	1,128.00
John N. Hough	Assistant Professor	3,072.00
Kenneth M. Abbott	Assistant Professor	3,000.00
John L. Heller	Instructor	2,316.00
	Lecturer	500.00

\$ 16,984.00

English

James F. Fullington	Professor and Chairman	\$ 4,608.00
Harlan Hatcher	Professor	5,376.00
George H. McKnight	Professor	5,124.00
William L. Graves	Professor	5,124.00
Edwin L. Beck	Professor	4,608.00
Milton O. Percival	Professor	4,608.00
J. Raymond Derby	Professor	4,608.00
Harold R. Walley	Professor	4,128.00
J. Harold Wilson	Associate Professor	3,696.00
Royall H. Snow	Associate Professor	3,324.00
Sada Harbarger	Associate Professor	3,072.00
Leonard B. Beach	Assistant Professor	3,072.00
William R. Parker	Assistant Professor	2,952.00
J. Forest Craig	Assistant Professor	2,580.00
*Robert M. Estrich	Assistant Professor	2,580.00
Ruth Hughey	Assistant Professor	2,580.00
James V. Logan, Jr.	Assistant Professor	2,364.00
Edith M. Sniffen	Instructor	2,316.00
Robert J. Kane	Instructor	2,316.00
Wilson R. Dumble	Instructor	2,184.00
William H. Hildreth	Instructor	2,184.00
Tom B. Haber	Instructor	2,064.00
Notley S. Maddox	Instructor	2,064.00
Francis L. Utley	Instructor	1,980.00
Herbert Edwards	Instructor	1,848.00
Lawrence E. Snyder	Instructor	1,848.00
Anne B. Whitmer	Instructor	1,848.00
Bernice Fox	Assistant	954.00
Robert Price	Assistant	954.00
Margaret Foster	Assistant	954.00
William V. O'Connor	Assistant	954.00
Ralph A. Haug	Assistant	954.00
William B. Thomas	Assistant	954.00
George Trent	Assistant (part time)	351.00

* To be completed in Summer of 1941.

Robert L. Maurer	Assistant (part time).....	243.00
Mary R. Anderson	Assistant	702.00
Norma Bentley	Graduate Assistant	450.00
Virginia Canfield	Graduate Assistant	450.00
Stanley K. Coffman	Graduate Assistant	450.00
Victor A. Elconin	Graduate Assistant	450.00
Benton E. Jones	Graduate Assistant	450.00
David Mead	Graduate Assistant	450.00
William E. Mockler	Graduate Assistant	450.00
Joseph R. Reaver	Graduate Assistant	450.00
Emerson C. Shuck	Graduate Assistant	450.00
John L. Stewart	Graduate Assistant	450.00
Walter Sutton	Graduate Assistant	450.00
George Weatherbee	Graduate Assistant	450.00
Genevieve Winans	Graduate Assistant	450.00
	Graduate Assistant	450.00
Bennett Weaver	Lecturer	1,000.00

\$104,032.00

Geology

J. E. Carman	Professor, Chairman and Curator	\$ 5,124.00
Edmund N. Spieker	Professor	4,868.00
Paris B. Stockdale	Associate Professor	3,588.00
Grace A. Stewart	Associate Professor	2,832.00
W. Storrs Cole	Assistant Professor	2,832.00
Bruce C. Freeman	Instructor	2,460.00
Carl A. Lamey	Instructor	2,460.00
John W. Wells	Instructor	2,316.00
Wilber Stout	Lecturer	400.00
Frederick H. Kate	Graduate Assistant	450.00
Charles W. Hutton	Graduate Assistant	450.00
Leo E. Swick	Graduate Assistant	450.00

\$ 27,730.00

German

Marshall B. Evans	Professor and Chairman.....	\$ 5,124.00
Hans Sperber	Professor	5,004.00
August C. Mahr	Professor	4,868.00
B. A. Eisenlohr	Emeritus Professor	864.00
May Thomas	Emeritus Assistant Professor...	1,140.00
Walter Gausewitz	Associate Professor	3,072.00
R. L. W. Nordsieck	Assistant Professor	2,316.00
Frederic J. Kramer	Assistant Professor	2,316.00
Peter Epp	Instructor	2,064.00
Wolfgang Fleischhauer	Instructor	1,848.00
Adolph Weinberger	Instructor	1,848.00
Elizabeth Sixt	Graduate Assistant	450.00
Norman H. Binger	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
Arne O. Lindberg	Graduate Assistant	150.00
Robert Esser	Graduate Assistant	150.00
J. H. L. Plueger	Graduate Assistant	150.00
Francis W. Werking	Graduate Assistant	150.00

\$ 32,864.00

History

George A. Washburne	Professor and Chairman.....	\$ 5,124.00
Wilbur H. Siebert	Emeritus Professor	1,368.00
Edgar H. McNeal	Professor	4,860.00
Warner F. Woodring	Professor	4,728.00
Walter L. Dorn	Professor	4,608.00
Lawrence F. Hill	Professor	4,868.00
William F. McDonald	Professor	4,104.00
Homer C. Hockett	Professor (3/4 time)	3,684.00
Eugene H. Roseboom	Associate Professor	3,456.00
Francis P. Weisenberger	Associate Professor	3,204.00
Henry H. Simms	Associate Professor	3,204.00
Harold J. Grimm	Assistant Professor	3,072.00
John S. Hare	Instructor	2,316.00
Harold W. Landin	Instructor	2,316.00
Charles M. Thomas	Instructor	2,316.00
Sydney N. Fisher	Instructor	2,316.00

Sidney D. Terr	Instructor	2,316.00
Harvey M. Rice	Instructor	2,316.00
Marshall F. Edwards	Instructor	1,968.00
Charles M. Brown	Graduate Assistant	450.00
Earl R. Beck	Graduate Assistant	450.00
Walter Scott Perry	Graduate Assistant	450.00
Robert H. Bremner	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Reader	200.00
	Reader	200.00
	Reader	200.00
	Reader	200.00
T. W. Riker	Professor	1,000.00
George F. Howe	Professor	1,000.00
Neal Southard	Reader	100.00

\$ 66,794.00

Mathematics

Harry W. Kuhn	Professor and Chairman	\$ 5,876.00
Tibor Rado	Professor	5,880.00
Henry Blumberg	Professor	4,868.00
Samuel E. Rasor	Professor	4,296.00
James H. Weaver	Professor	4,104.00
Charles C. Morris	Professor	3,936.00
Frederic R. Bamforth	Associate Professor	3,588.00
Lincoln LaPaz	Associate Professor	3,840.00
Grace M. Bareis	Assistant Professor	2,280.00
Harry M. Beatty	Assistant Professor	2,280.00
Vaughn B. Caris	Assistant Professor	2,280.00
Hortense Rickard	Assistant Professor	2,064.00
Clarence R. Wylie, Jr.	Assistant Professor	2,424.00
Margaret E. Jones	Instructor	1,980.00
J. W. Theodore Youngs	Instructor	1,848.00
George E. Albert	Instructor	1,848.00
Paul V. Reichelderfer	Instructor	1,848.00
Walter S. Snyder	Instructor	1,848.00
	Instructor	1,848.00
Earl J. Mickle	Assistant	600.00
Harry D. Huskey	Assistant	600.00
John W. Ault	Assistant	600.00
Robert G. Helsel	Assistant	600.00
Kenneth B. Cummins	Assistant	600.00
Brooks J. Lockhart	Assistant	600.00
Hugh J. Miser	Assistant	600.00
William R. Scott	Assistant	600.00
Walter P. Sharp, Jr.	Assistant	600.00
	Assistant	600.00
Robert L. Westhafer	Graduate Assistant	450.00
Landon A. Colquitt	Graduate Assistant	450.00
Walter H. Haas	Graduate Assistant	450.00
Paul Young	Graduate Assistant	450.00
John Molnar	Graduate Assistant	450.00
Ronald B. Wiley	Graduate Assistant	450.00

\$ 66,636.00

Philosophy

Joseph A. Leighton	Professor and Chairman	\$ 6,372.00
Albert E. Avey	Professor	4,860.00
Albert R. Chandler	Professor	4,104.00
D. Luther Evans	Professor	800.00
William H. Reither	Instructor	2,436.00
Thomas B. Waters	Instructor	1,848.00
Sarah M. Watson	Graduate Assistant	450.00

\$ 20,370.00

Physics and Astronomy

Alpheus W. Smith	Chairman	No salary
Alfred Lande	Professor	\$ 6,876.00
Frederic C. Blake	Professor	4,860.00
Llewellyn H. Thomas	Professor	4,608.00
Alva W. Smith	Professor	3,948.00
Edmund S. Manson	Professor	3,588.00
Jerome B. Green	Associate Professor	3,780.00
Marion L. Pool	Associate Professor	3,780.00
Harald H. Nielsen	Associate Professor	3,780.00
Herman G. Heil	Assistant Professor	3,862.00

George H. Shortley, Jr.	Assistant Professor	3,540.00	
Robert V. Zumstein	Assistant Professor	3,480.00	
Harold P. Knauss	Assistant Professor	3,480.00	
Cedric E. Hesthal	Assistant Professor	3,386.00	
Wave H. Shaffer	Instructor	2,316.00	
Kenneth R. More	Instructor	2,328.00	
Erwin R. Gaerttner	Instructor	2,304.00	
Nicholas T. Bobrovnikoff	Director, Perkins Observatory and Associate Professor....	3,588.00	
J. Allen Hynek	1st Assistant and Assistant Professor	2,292.00	
Ernest H. Cherrington	2nd Assistant and Assistant Professor	2,292.00	
William Bryan Decker	Technical Assistant	2,012.00	
Gretchen Huntsberger	Clerk	1,012.00	
Clarence E. Smale	Janitor	1,212.00	
Glenn A. Fry	Observatory Assistant	444.00	
Charles S. Bridgman	Assistant Professor in Physio- logical Optics	3,386.00	
Fred W. Paul	Instructor in Physiological Optics	2,580.00	
Howard F. Haines	Associate in Optometry.....	1,500.00	
Herbert G. Mote	Assistant in Optometry.....	500.00	
Carl McWhirt	Assistant	2,292.00	
Clarence H. Frank	Assistant	1,848.00	
John B. Sparrow	Assistant ($\frac{1}{2}$ time)	1,137.00	
Robert S. Bee	Technical Assistant	912.00	
Charles W. Latshaw	Technical Assistant	912.00	
Edward C. Jordan	Assistant	1,200.00	
Robert E. Berger	Graduate Assistant	750.00	
George W. Charles	Graduate Assistant	450.00	
John DeWire	Graduate Assistant	450.00	
Fred P. Dickey	Graduate Assistant	450.00	
J. L. Dunn	Graduate Assistant	450.00	
John L. Hult	Graduate Assistant	450.00	
Arthur L. Lutz	Graduate Assistant	450.00	
Eugene C. Mallary	Graduate Assistant	450.00	
Martin E. Nelson	Graduate Assistant	450.00	
John J. O'Conner	Graduate Assistant	450.00	
Harry D. Polster	Graduate Assistant	450.00	
Leon M. Reynolds	Graduate Assistant	450.00	
Joy O. Schock	Graduate Assistant	450.00	
W. Max Schwarz	Graduate Assistant	450.00	
Hugh B. Stewart	Graduate Assistant	450.00	
Harry C. Stieber	Graduate Assistant	450.00	
Joseph W. Straley	Graduate Assistant	450.00	
Paul K. Weimer	Graduate Assistant	450.00	
John A. Wilson	Graduate Assistant	450.00	
J. Guy Woodward	Graduate Assistant	450.00	
Joseph T. Lynn	Graduate Assistant	450.00	
Charles H. Tindal	Graduate Assistant	450.00	
George M. Vanator	Student Assistant	360.00	
William L. Grube	Student Assistant	360.00	
			\$102,875.00
<i>Political Science</i>			
Henry R. Spencer	Professor and Chairman.....	\$ 5,520.00	
Harvey Walker	Professor	5,124.00	
E. Allen Helms	Professor	3,576.00	
Francis R. Aumann	Professor	3,576.00	
H. Schuyler Foster, Jr.	Assistant Professor	2,822.00	
William B. Ballis	Assistant Professor	2,460.00	
Frederic W. Heimberger	Instructor	2,580.00	
Earl E. Warner	Instructor	1,848.00	
Howard L. Hamilton	Instructor	No salary	
Ceph L. Stephens	Assistant	954.00	
Paul Kelso	Assistant	954.00	
			\$ 29,424.00
<i>Romance Languages</i>			
William S. Hendrix	Professor and Chairman.....	\$ 5,376.00	
George R. Havens	Professor	6,120.00	

Robert E. Rockwood	Professor	4,860.00
R. E. Monroe	Professor	4,764.00
Don L. Demorest	Professor	4,524.00
Olin H. Moore	Professor	4,368.00
Claude E. Anibal	Professor	4,368.00
Alexander H. Schutz	Professor	4,092.00
Theodore E. Hamilton	Emeritus Assistant Professor	600.00
Santiago Gutierrez	Assistant Professor	2,872.00
Gertrude M. Walsh	Instructor	2,316.00
Jose R. Palomo	Instructor	2,064.00
Harry W. Rogers	Instructor	2,052.00
Demetrio Cabarga	Instructor	1,848.00
E. W. Bieghler	Instructor	1,848.00
Walter Meiden	Instructor	1,848.00
Sheldon C. Robertson	Instructor	1,848.00
Charles E. Carlut	Instructor	1,848.00
Robert E. Power	Assistant	900.00
Jean P. Keller	Assistant	900.00
Gerard Cleisz	Assistant	900.00
Mary J. Fink	Assistant	900.00
James E. Witherell	Assistant	900.00
Sheldon C. Robertson	Assistant	150.00
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		\$ 62,266.00

School of Journalism

James E. Pollard	Professor and Director	\$ 4,740.00
Joseph S. Myers	Emeritus Professor	1,272.00
Osman C. Hooper	Emeritus Professor	1,200.00
Norval N. Luxon	Associate Professor	3,384.00
Lester C. Getzloe	Assistant Professor	3,900.00
Edward N. Doan	Assistant Professor	2,880.00
Harold K. Schellenger	Instructor (part time)	250.00
Harry R. O'Brien	Lecturer	900.00
Clara L. Baker	Bookkeeper	1,392.00
Gertrude Hettinger	Stenographer	1,212.00
	Assistant	450.00
	Editor—Lantern	300.00
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		\$ 21,880.00

Speech

Victor A. Ketcham	Professor and Chairman	\$ 5,520.00
G. Oscar Russell	Professor	4,608.00
Earl W. Wiley	Professor	3,684.00
Eugene Bahn	Assistant Professor	2,784.00
Elbert R. Moses	Assistant Professor	2,580.00
William M. Timmons	Assistant Professor	2,520.00
Marie K. Mason	Assistant Professor	2,486.00
Bert Emsley	Assistant Professor	2,316.00
Walter B. Emery	Assistant Professor	3,000.00
Donald W. Riley	Instructor	2,184.00
Frances E. Jones	Instructor	1,848.00
C. Emory Glander	Assistant	954.00
William H. Ewing	Assistant	900.00
George E. Anner	Assistant	900.00
Dorothy B. Bang	Assistant	900.00
Marjorie Dew	Assistant	300.00
Jack Matthews	Assistant	300.00
Ramon T. George	Graduate Assistant	450.00
John V. Irwin	Graduate Assistant	450.00
Francis X. Brilty	Graduate Assistant	450.00
R. Wayne Masters	Graduate Assistant	450.00
Louis H. Kellogg	Graduate Assistant	450.00
Roy Murphy	Assistant	300.00
Dorothy B. Bang	Assistant	300.00
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		\$ 40,884.00

Total for College of Arts and Sciences..... \$798,499.00

COLLEGE OF COMMERCE AND ADMINISTRATION

Administration

Walter C. Weidler	Dean	\$ 6,612.00
C. Wells Reeder	Junior Dean	4,608.00
Allen Meyer	Director of Student Placement	1,956.00
Claire Harmeyer	Assistant to Dean	2,580.00

Nell Gainer	Stenographer	2,160.00	
Beatrice Jenks	Stenographer	1,272.00	
Dorothy G. Suydam	Stenographer	1,212.00	
Ragna S. Ingwaldsen	Stenographer	1,212.00	
Anne C. Totten	Stenographer	1,212.00	
Tillie B. Harmon	Stenographer	1,092.00	
Gay Nuzum	Stenographer	1,082.00	
Corinne Steel Weston	Stenographer	1,082.00	
Martha Feth	Stenographer	1,082.00	
Betsy S. Nunamaker	Stenographer	1,082.00	
Isabel Ward	Stenographer	972.00	
Mary Ellen Ford	Stenographer	972.00	
Alice E. Heer	Telephone Operator	1,082.00	
			\$ 31,020.00
Accounting			
Jacob B. Taylor	Professor and Chairman	\$ 5,604.00	
George W. Eckelberry	Professor	6,120.00	
Hermann C. Miller	Professor	4,608.00	
J. Brooks Heckert	Associate Professor	4,140.00	
William E. Dickerson	Associate Professor	3,708.00	
Russell S. Willcox	Associate Professor	3,684.00	
Daniel M. Shonting	Assistant Professor (part time) (special)	252.00	
Dallas S. Bolon	Lecturer	2,424.00	
Wilfred J. Fleig	Instructor	2,436.00	
James R. McCoy	Instructor	2,400.00	
Walter C. Burnham	Instructor	2,196.00	
	Instructor	2,052.00	
Walter D. Wall	Lecturer	792.00	
John W. Manchester	Assistant	900.00	
Rufus C. Cox	Assistant	900.00	
	Assistant	900.00	
Hermann C. Miller	Professor	450.00	
Russell S. Willcox	Associate Professor	400.00	
Wilfred J. Fleig	Instructor	500.00	
			\$ 44,466.00
Bureau of Business Research			
Viva Boothe	Professor and Acting Director..	\$ 4,608.00	
Lester S. Kellogg	Assistant Professor	4,092.00	
James C. Yocum	Assistant Professor	3,072.00	
Erla Wombold	Secretary (Stenographer)	1,812.00	
Laura Miller	Mimeograph Operator	912.00	
Phillip Burriss	Research Assistant (8 mos.)	375.00	
Dorothy Payne	Research Assistant (2 mos.)	200.00	
			\$ 15,071.00
Business Organization			
Harold H. Maynard	Professor and Chairman	\$ 5,520.00	
Felix E. Held	Professor and Secretary of the College	5,256.00	
Henry E. Hoagland	Professor	6,120.00	
Theodore N. Beckman	Professor	5,028.00	
Charles A. Dice	Professor	4,740.00	
Ralph C. Davis	Professor	4,740.00	
William M. Duffus	Professor	4,740.00	
Kenneth Dameron	Associate Professor	4,380.00	
Harry W. Cordell	Associate Professor	3,900.00	
Herman C. Nolen	Associate Professor	3,732.00	
Montgomery E. Pike	Associate Professor	3,504.00	
*Donald C. Power	Associate Professor (part time)	1,360.00	
Milo Kimball	Assistant Professor	3,888.00	
N. Gilbert Riddle	Assistant Professor	3,504.00	
J. Wayne Ley	Assistant Professor	3,168.00	
Elvin F. Donaldson	Assistant Professor	3,180.00	
Orin E. Burley	Assistant Professor	3,168.00	
Cary W. Bowers	Assistant Professor	2,700.00	
Michael J. Jucius	Assistant Professor	2,940.00	
Warren Whitlinger	Assistant	900.00	
	Assistant	900.00	
Allen Meyer	Assistant (part time)	450.00	
James H. Davis	Graduate Assistant	450.00	
F. Byers Miller	Graduate Assistant	450.00	

* On leave Autumn Quarter.

John W. McNeill	Graduate Assistant	450.00
James M. Dawson	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	300.00
	Reader	50.00
Felix E. Held	Professor	1,000.00
Theodore N. Beckman	Professor	500.00
Elmore Petersen	Professor	500.00
Cary W. Bowers	Assistant Professor	250.00
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		\$ 82,668.00

Economics

Albert B. Wolfe	Professor	\$ 5,520.00
Thomas L. Kibler	Professor	5,388.00
H. Gordon Hayes	Professor	4,836.00
Henry F. Walradt	Professor	4,740.00
Arthur Salz	Professor	3,060.00
Louis E. Smart	Associate Professor	4,548.00
Edison L. Bowers	Associate Professor	4,548.00
Clifford L. James	Associate Professor	3,888.00
Robert D. Patton	Associate Professor	3,456.00
Alma Herbst	Associate Professor	3,324.00
Virgil Willit	Associate Professor	3,276.00
Henry J. Bitterman	Associate Professor	3,168.00
Richardson H. Rowntree	Assistant Professor	3,072.00
Walter Egle	Assistant Professor	3,000.00
Richard T. Stevens	Instructor	2,340.00
Edward C. Welsh	Instructor	2,340.00
Benjamin Caplan	Instructor	2,208.00
David M. Harrison	Instructor	2,064.00
William B. Shaffer	Instructor	2,064.00
Michael Sapir	Instructor	2,064.00
Leonard A. Doyle	Instructor	2,064.00
Philip P. Schaffner	Instructor	2,064.00
Sidney C. Sufirin	Instructor	2,064.00
Sam Wesley Davis	Instructor	2,064.00
John N. Hart	Instructor	2,064.00
Sam Arnold	Assistant	801.00
Edgar E. Poulton	Assistant	600.00
Gordon W. McKinley	Graduate Assistant	450.00
Robert E. Emmer	Graduate Assistant	450.00
Virgil C. Crisafulli	Graduate Assistant	450.00
	Graduate Assistant	450.00
Sam Arnold	Assistant	150.00
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		\$ 83,025.00

Geography

Guy-Harold Smith	Professor and Chairman	\$ 4,608.00
Eugene Van Cleef	Professor	4,848.00
Charles C. Huntington	Professor	4,548.00
Roderick Peattie	Professor	4,368.00
Fred A. Carlson	Professor	4,272.00
Alfred J. Wright	Assistant Professor	2,820.00
Shannon McCune	Instructor	2,064.00
	Instructor	2,064.00
F. Webster McBryde	Instructor	On leave
Alford Archer	Assistant	900.00
Arthur H. Robinson	Assistant	750.00
Eugene W. Miller	Assistant	600.00
Barbara K. Archer	Graduate Assistant	450.00
Russell S. McClure	Graduate Assistant	450.00
	Graduate Assistant	450.00
Alford Archer	Assistant	150.00
Arthur H. Robinson	Assistant	150.00
Lowry B. Karnes	Assistant	150.00
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		\$ 33,642.00

School of Social Administration

Charles C. Stillman	Professor and Chairman	\$ 6,120.00
James E. Hagerty	Emeritus Professor (eff. 9-1)	1,344.00
James E. Hagerty	Professor (2 months)	944.00
Walter C. Reckless	Professor	5,220.00
Stockton Raymond	Professor	5,112.00
Mary L. Mark	Professor	4,080.00
Robert G. Paterson	Professor (special)	996.00

Wilbur C. Batchelor	Associate Professor	3,960.00
John A. Reimers	Assistant Professor	3,684.00
Elsie V. Jones	Assistant Professor	3,396.00
William J. Blackburn, Jr.	Assistant Professor	3,072.00
Merriss Cornell	Instructor	1,800.00
Donald D. Shira	Lecturer	800.00
	Lecturer in Child Welfare	800.00
Carroll Day Tibbals	Assistant to Director	1,512.00
Robert G. Paterson	Professor	250.00
Wilbur C. Batchelor	Associate Professor	800.00
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		\$ 42,890.00

Sociology

Frederick E. Lumley	Professor and Chairman	\$ 5,676.00
Cecil C. North	Professor	5,208.00
Perry P. Denune	Professor	4,848.00
Lloyd A. Cook	Associate Professor	3,720.00
John P. Gillin	Assistant Professor	On leave
Harold E. Wetzel	Instructor	2,064.00
Florence Greenhoe	Instructor	2,064.00
Ina Telberg	Instructor	1,848.00
Jack H. Harris	Instructor (special)	2,004.00
Orden C. Smucker	Assistant	900.00
Herbert P. Lohrman	Assistant	900.00
Christopher E. Sower	Assistant	900.00
Carl A. Nissen	Assistant	900.00
Robert A. Harper	Assistant	900.00
Herbert P. Lohrman	Assistant	300.00
Christopher E. Sower	Assistant	300.00
	Field Worker	100.00
	Field Worker	100.00
John P. Gillin	Assistant Professor	1,080.00
		<hr/>
		\$ 33,812.00
Total for College of Commerce and Administration		<hr/>
		\$366,594.00

COLLEGE OF DENTISTRY

Wendell D. Postle	Dean and Professor	\$ 6,612.00
Harry M. Semans	Dean Emeritus	1,286.00
William C. Graham	Emeritus Professor	1,416.00
Harvey V. Cottrell	Emeritus Professor	1,104.00
Irwin A. Bottenhorn	Professor	4,608.00
Paul C. Kitchin	Professor	4,076.00
Clyde H. Hebble	Professor	1,716.00
Earl G. Jones	Professor	1,560.00
Frank C. Starr	Associate Professor	1,380.00
Herbert S. Shumway	Assistant Professor	3,576.00
Louis E. Reif	Assistant Professor	1,464.00
Roland B. Wiltberger	Assistant Professor	1,104.00
J. Henry Kaiser	Instructor	1,548.00
Victor L. Steffel	Instructor	720.00
		<hr/>
		\$ 32,120.00
Total for College of Dentistry		<hr/>
		\$ 32,120.00

COLLEGE OF EDUCATION

Administration

Arthur J. Klein	Dean	\$ 7,128.00
Leston L. Love	Junior Dean	4,608.00
Raymond D. Bennett	Secretary of the College and Associate Professor	3,816.00
Lester T. Nicholas	Assistant to Dean	2,088.00
Martha M. Bidwell	Assistant to Junior Dean	1,512.00
Doris E. Clickenger	Assistant	1,200.00
Eleanor T. Ludeman	Student Advisor	1,380.00
Merle E. Dunn	Stenographer	1,416.00
Winifred Hiles	Stenographer	1,416.00
Helen Heimberger	Stenographer	1,416.00
Faye M. DuBois	Stenographer	1,320.00
Rowena R. Travis	Stenographer	1,212.00
Marjorie N. Lisle	Stenographer	1,212.00
Frances L. John	Stenographer	1,212.00

Olga Krill	Stenographer	1,092.00
Florobel Carpenter	Stenographer	1,082.00
Rosemary Smith	Stenographer	1,082.00
Wilda McC. Hoyt	Stenographer	1,008.00
Catherine M. Riley	Stenographer	972.00
Mary Anne Walker	Stenographer	972.00
Ruth E. Vaughters	Stenographer	972.00
	Stenographer	972.00
	Stenographer (9 mos.)	720.00
Caroline Hoffman	Student Stenographer	540.00
Carolyn W. Welsh	Stenographer (4¼ mos.)	340.00
Esther M. Ulmer	Typist	1,176.00
Esther U. Bowerman	Typist	1,082.00
Cecile Bush	Typist	972.00
Eleanor G. Bookman	Typist (part time)	480.00
Virginia G. Morrison	Clerk	1,152.00
Mildred O. Chaplin	Graduate Assistant	450.00
	Assistant (part time)	150.00
Wanda L. Martin	Assistant (2½ mos.)	190.00
Ruth Beattie	Assistant (2½ mos.)	190.00
	Assistant (2½ mos.)	190.00
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		\$ 46,570.00

Bureau of Educational Research

W. W. Charters	Director and Professor	\$ 7,620.00
Thomas C. Holy	Professor	4,920.00
Edgar Dale	Professor	4,020.00
Earl W. Anderson	Professor (half time)	2,616.00
Wilford M. Aikin	Research Associate and Professor of Education	1,500.00
Louis E. Rath	Research Associate and Associate Professor	5,112.00
Ross L. Mooney	Research Associate and Assistant Professor	4,092.00
I. Keith Tyler	Research Associate and Assistant Professor	4,092.00
Josephine H. MacLatchy	Assistant Professor	3,180.00
Robert W. Richey	Research Assistant	1,212.00
William J. Jones	Research Assistant	1,212.00
Louise A. Walcutt	Research Assistant	912.00
Hazel L. Gibbons	Research Assistant	No salary
Gerald B. Stahly	Research Assistant	No salary
Roy Wenger	Research Assistant	No salary
Mary Ewan	Assistant	2,112.00
Adelaide Lowdermilk	Assistant to Director	2,112.00
Ruth E. Seeger	Bibliographical Assistant	1,912.00
Audrey Knowlton	Bibliographical Assistant	1,272.00
	Assistant (9 mos.)	300.00
Doris E. Clickenger	Placement Assistant	300.00
Ruth Humphreyville	Assistant (part time) (3 mos.)	255.00
Nancy Mason Dasher	Copyholder	1,212.00
Audrey R. Mayer	Stenographer	1,212.00
Edna R. Cooke	Stenographer	1,212.00
Louise English Davis	Stenographer	1,212.00
Ila R. Church	Stenographer	1,212.00
Mary G. Howe	Stenographer	1,212.00
Marie Kellstadt	Typist	1,212.00
Jane Burrows	Stenographer (3 mos.)	240.00
Mabel Hunt	Stenographer (2½ mos.)	200.00
Janet Clover	Stenographer (part time)	50.00
Sam Zlotnick	Student Clerk (2½ mos.)	200.00
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		\$ 57,925.00

Bureau of Special Education

Charles Scott Berry	Director and Professor of Psychology	\$ 7,620.00
Herschel W. Nisonger	Assistant Director and Professor of Adult Education	4,608.00
Wilda Rosebrook	Associate Professor	3,588.00
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		\$ 15,816.00

Education

Harvey H. Davis	Professor and Chairman	\$ 5,724.00
Harold B. Alberty	Professor	No salary
Boyd H. Bode	Professor	7,104.00
E. E. Lewis	Professor	6,684.00

John L. Clifton	Professor	5,844.00
Howard F. Seeley	Professor	5,520.00
Dan H. Eikenberry	Professor	5,304.00
Harry G. Good	Professor	4,896.00
Laura Zirbes	Professor	4,860.00
William H. Stone	Professor	4,824.00
Edwin W. Pahlow	Professor	4,776.00
Arch O. Heck	Professor	4,776.00
Virginia Sanderson	Professor	4,608.00
William E. Warner	Professor	4,608.00
Ruth Streitz	Professor	4,596.00
Ward G. Reeder	Professor	4,512.00
H. Gordon Hullfish	Professor	4,464.00
Frederick C. Landsittel	Professor	4,188.00
Roscoe H. Eckelberry	Professor	4,104.00
Robert E. Smith	Professor	4,104.00
Earl W. Anderson	Professor (half time)	2,604.00
O. G. Brim	Professor (special)	2,388.00
George R. Twiss	Emeritus Professor	552.00
Guybert P. Cahoon	Associate Professor	4,344.00
James B. Sharp	Associate Professor	4,140.00
Wilfred Eberhart	Assistant Professor	3,072.00
Charles B. Mendenhall	Assistant Professor (special)	3,000.00
	Instructor	2,400.00
James D. Teller	Instructor	2,064.00
Orin B. Graff	Instructor	2,172.00
Inez R. Wells	Instructor	1,968.00
	Instructor (special)	1,650.00
	Instructor (part time)	900.00
John Ramseyer	Instructor	900.00
	Assistant	900.00
	Assistant	900.00
Alan Griffin	Assistant	801.00
	Assistant	801.00
	Assistant	801.00
	Assistant	300.00
	Assistant	150.00
	Assistant	100.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	300.00
	Professor	1,100.00
Harry I. Good	Professor	550.00
Burl N. Osburn	Professor	800.00
M. M. Chambers	Associate Professor	475.00
C. C. Weidemann	Associate Professor (part time)	750.00
	Associate Professor	640.00
A. H. Moehlan	Associate Professor (part time)	450.00
W. C. Croxton	Associate Professor	525.00
David H. Sutton	Assistant Professor	1,000.00
C. B. Mendenhall	Assistant Professor	350.00
Gladys Ridsen	Assistant Professor	600.00
James K. Skipper	Assistant Professor	600.00
Everett Kircher	Assistant Professor (part time)	500.00
Donald Faulkner	Assistant Professor (part time)	300.00
Elroy Bollinger	Lecturer	300.00
L. K. Replogle	Lecturer	250.00
Lloyd L. Ramseyer	Lecturer	200.00
G. A. Glycer	Lecturer	100.00
Otto R. Sielaff	Lecturer (part time)	85.00
A. W. Anderson	Instructor	500.00
Warren M. Davis	Instructor	250.00
Merle Sumption	Instructor	400.00
R. Lee Hornbake	Instructor	400.00
H. L. Shibley	Instructor	175.00
Inez R. Wells	Instructor	175.00
Victor C. B. Coutant	Instructor (part time)	100.00
Harold Reynard	Instructor (part time)	100.00
John H. Thompson	Assistant	300.00
	Assistant	300.00
	Assistant	300.00
	Assistant	300.00
	Assistant	300.00

Clarence C. Ross	Assistant	300.00
Florence W. Moore	Assistant (part time)	200.00
Robert Fink	Assistant	100.00
Kent A. Howard	Assistant	100.00
Evelyn Hurlburt	Assistant	100.00
Evelyn Cross	Assistant	100.00
	Assistant	225.00
Elliott C. Hutton	Graduate Assistant	150.00
W. A. Whitehead	Graduate Assistant	150.00
	Assistant	150.00
	Assistant	150.00
Carl C. Byers	Assistant	100.00
	Assistant	100.00
	Assistant	100.00
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		\$149,103.00

Fine Arts

James R. Hopkins	Professor and Chairman	\$ 5,676.00
Arthur E. Baggs	Professor	5,676.00
Ralph S. Fanning	Professor	5,208.00
Erwin F. Frey	Professor	3,672.00
Alice R. Robinson	Professor	3,324.00
Hoyt L. Sherman	Associate Professor	3,684.00
Carolyn G. Bradley	Associate Professor	3,072.00
Frank J. Roos, Jr.	Associate Professor	3,072.00
Carlton Atherton	Assistant Professor	2,772.00
Will Rannells	Assistant Professor	2,772.00
James W. Grimes	Assistant Professor	2,688.00
Edgar Littlefield	Assistant Professor	2,532.00
Robert M. Gatrell	Assistant Professor	2,160.00
Marjorie H. Batchelder	Assistant Professor	1,848.00
Anthony Anderla	Instructor	2,040.00
Harold A. Mitts	Instructor	1,848.00
Robert M. Coffin	Instructor	1,848.00
Ralston C. Thompson	Instructor	1,848.00
Anita Landacre	Instructor	1,788.00
Marian J. Reber	Instructor (part time) (spl.)	1,536.00
Margaret S. Fetzer	Instructor (part time) (spl.)	900.00
Eleanor Rivers	Assistant	900.00
Robert D. King	Assistant	800.00
Hester A. Robinson	Assistant	702.00
Theodore G. Evans	Assistant	702.00
	Assistant	450.00
	Assistant	150.00
Erwin F. Frey	Associate Professor	667.00
Edgar Littlefield	Assistant Professor	500.00
Will Rannells	Assistant Professor	300.00
Robert M. Gatrell	Assistant Professor	466.00
Margaret S. Fetzer	Instructor	400.00
Chet La More	Instructor	250.00
Anita Landacre	Instructor	200.00
Alan Kuzmicki	Assistant	75.00
Richard Hoffman	Assistant	50.00
		<hr/>
		\$ 66,576.00

Music

Eugene J. Weigel	Professor and Chairman	\$ 5,616.00
Joseph A. Leeder	Professor	4,740.00
Louis H. Diercks	Professor	4,188.00
M. Emmett Wilson	Professor	4,188.00
Cloea Thomas	Assistant Professor	3,420.00
Maude M. Slawson	Assistant Professor	3,420.00
Dale V. Gilliland	Assistant Professor	3,072.00
M. Edith Jones	Assistant Professor	2,712.00
William B. McBride	Assistant Professor	2,412.00
George Hardesty	Assistant Professor	2,412.00
Miriam S. Mooney	Assistant Professor	2,412.00
Walter Kob	Assistant Professor	2,376.00
Manley R. Whitcomb	Assistant Professor	2,364.00
Hilda Dierker	Assistant Professor	2,328.00
Lela Hardy	Assistant Professor	2,328.00
Howard S. Wilson	Instructor	2,580.00
Clare E. Grundman	Instructor	2,196.00
Marguerite L. Miller	Instructor	1,920.00
Mary Phillips	Instructor (part time)	450.00
Eleanor Anawalt	Assistant	450.00
Eugene J. Weigel	Professor and Chairman	550.00

Louis H. Diercks	Professor	500.00
John W. McCarthy	Professor	450.00
Frederick C. Stevens	Professor	225.00
Rudolph Ringwall	Professor	225.00
M. Edith Jones	Assistant Professor	300.00
Olwen Jones	Assistant Professor	300.00
Dale V. Gilliland	Assistant Professor	300.00
Dorothy Jane Lord	Assistant Professor	300.00
William B. McBride	Assistant Professor	450.00
George E. Hardesty	Assistant Professor	240.00
S. Norman Park	Assistant Professor	150.00
Ralph E. Rush	Assistant Professor	150.00
Manley R. Whitcomb	Instructor	340.00
Clare E. Grundman	Instructor	340.00
Eleanor Anawalt	Assistant	240.00
Samuel R. Goldman	Assistant	450.00
	Graduate Assistant	300.00

\$ 61,454.00

Psychology

Harold E. Burt	Professor	5,628.00
Henry H. Goddard	Emeritus Professor	1,068.00
Herbert A. Toops	Professor	5,580.00
Francis N. Maxfield	Professor	5,448.00
Floyd C. Dockeray	Professor	5,400.00
Horace B. English	Professor	5,268.00
Carl R. Rogers	Professor	5,112.00
Samuel Renshaw	Professor	4,836.00
Sidney L. Pressey	Professor	4,584.00
Robert D. Williams	Professor	3,900.00
Willard L. Valentine	Associate Professor	3,684.00
A. Sophie Rogers	Associate Professor	3,072.00
Mervin A. Durea	Assistant Professor	3,582.00
Francis P. Robinson	Assistant Professor	3,684.00
Emily L. Stogdill	Assistant Professor	2,712.00
Robert Y. Walker	Instructor	2,064.00
Bronson Price	Instructor	2,064.00
William C. Biel	Instructor	2,064.00
Edward J. Carr	Instructor	2,064.00
Quin F. Curtis	Instructor	2,064.00
Reign H. Bittner	Instructor (part time)	1,548.00
Harold A. Edgerton	Assistant Professor	No salary
I. Lynn Hampton	Assistant	2,412.00
Lois M. Hilgeman	Clinical Assistant	1,512.00
Anne E. Royer	Clerk	1,212.00
Charles C. Gibbons	Assistant	954.00
Thelma A. Herndon	Assistant	954.00
Elias H. Porter	Assistant	954.00
Sherwood C. McIntyre	Assistant	954.00
Nicholas Hobbs	Assistant	954.00
John Rapparlie	Assistant	954.00
George G. Lane	Assistant	954.00
George W. Knox	Assistant	954.00
Claude F. Bridges	Assistant	954.00
Victor C. Raimy	Assistant	954.00
Samuel V. Bennett	Assistant	954.00
Ralph H. Turner	Assistant	954.00
Maurice C. Moggie	Assistant	954.00
Kenyon Runner	Assistant	954.00
	Assistant	954.00
	Assistant (part time)	100.00
Dorothy Hilty	Graduate Assistant	450.00
Joseph C. Heston	Graduate Assistant	450.00
Kenneth F. Thomson	Graduate Assistant	450.00
Robert B. Fischer	Graduate Assistant	450.00
Thomas E. Cook	Graduate Assistant	450.00
William U. Snyder	Graduate Assistant	450.00
Charles B. Munson	Graduate Assistant	450.00
Fred Y. Billingslea	Graduate Assistant	450.00
	Graduate Assistant	450.00
Robert Halliday	Student Assistant	284.00
Vernon Jones	Professor	900.00
Harvey Lehman	Professor	600.00
	Graduate Assistant	150.00

\$101,780.00

University School

Harold B. Alberty	Director of University Schools and Professor	\$ 6,612.00
Harold P. Fawcett	Associate Professor and Associate Director	4,428.00
Lou L. LaBrant	Professor	4,104.00
Charles C. Cowell	Associate Professor	3,900.00
Charles C. Weidemann	Associate Professor	3,588.00
Arthur H. Moehlman	Associate Professor	3,384.00
Eugene A. Waters	Assistant Professor	4,092.00
C. Warren Moore	Assistant Professor	3,588.00
Rose Lammel	Assistant Professor	3,588.00
Margaret Willis	Assistant Professor	3,192.00
Norma Albright	Assistant Professor	2,880.00
Everett J. Kircher	Assistant Professor	2,820.00
William A. Van Til	Assistant Professor	2,772.00
Evelyn Rupert	Assistant Professor	2,772.00
Dale Wantling	Instructor	2,580.00
Mary A. Giles	Instructor	2,568.00
Cecile Swales	Instructor and Teacher in charge of Elementary Schools.....	2,568.00
Ann G. Vance	Instructor	2,460.00
Catharine M. Williams	Instructor	2,460.00
Nelle Morris	Instructor	2,282.00
Edna DeBolt Salt	Instructor	2,088.00
	Instructor	1,992.00
Louise Asplund	Instructor	1,848.00
Mary Jane Loomis	Instructor	1,848.00
Victor C. B. Coutant	Instructor	1,848.00
George E. Salt	Instructor	1,848.00
Harold E. Reynard	Instructor	1,704.00
Beth Wilson Thewlis	Instructor	1,512.00
	Instructor	1,536.00
Catherine E. Hennessey	Instructor	1,236.00
John A. Ramseyer	Instructor	900.00
Alice M. Johnson	Dietitian and Instructor.....	612.00
Frieda M. Heller	Librarian and Associate Professor	3,564.00
Janet C. MacLeod	Assistant Librarian	1,868.00
Helen E. Zechman	Nurse	1,620.00
Rebecca C. Kindler	Secretary	1,212.00
Florence E. Moore	Secretary	900.00
Elizabeth McGinty	Stenographer	1,320.00
Sarah Jane M. Fink	Assistant	1,512.00
Albert C. Meyers	Assistant	1,350.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	300.00

Summer Demonstration School

Cecile Swales	Instructor in charge.....	400.00
Mary Jane Loomis	Instructor	300.00
Blanche Kent	Instructor	300.00
Louise Asplund	Instructor	300.00
Beth Wilson Thewlis	Instructor	300.00
Catharine Williams	Instructor	300.00
Nelle Morris	Instructor	300.00
Jean Fraser	Instructor	300.00
Ruth Shane	Instructor	250.00
Ray Snyder	Instructor	200.00
John Marquis	Assistant	100.00
Elizabeth C. Hogue	Assistant	100.00
Marian Bell	Assistant to Observers.....	50.00
	Assistant to Observers.....	50.00

\$103,756.00

Workshop—Secondary School Curriculum

	Professor	\$ 500.00
Anthony Anderla	Instructor	400.00
Alan Griffin	Instructor	400.00
	Instructor	400.00
	Instructor	400.00

Ruth St. John	Instructor	200.00	
Orin B. Graff	Instructor	100.00	
			\$ 2,400.00
Total for College of Education.....			\$605,830.00

COLLEGE OF ENGINEERING

Administration

Charles E. MacQuigg	Dean	\$ 7,620.00	
William D. Turnbull	Junior Dean	4,608.00	
Embury A. Hitchcock	Dean Emeritus	1,452.00	
Lenora Glasgow	Secretary to Dean (Stenographer)	2,436.00	
Lilyan B. Bradshaw	Clerk	1,632.00	
Helen M. Vogel	Clerk	1,392.00	
Annie Fraser	Stenographer	1,392.00	
Dorothea Fismer	Stenographer	1,212.00	
Catherine L. Liddil	Stenographer	1,092.00	
Annette M. Shugert	Stenographer	1,092.00	
Ruth E. Brown	Stenographer	1,092.00	
Martha Sullivan	Stenographer	1,092.00	
Ruth M. Manker	Stenographer	1,092.00	
Dorothy Reiss	Stenographer	972.00	
Mildred F. Johnson	Graphotype Operator	972.00	
Helen P. Davis	Office Assistant	972.00	
			\$ 30,120.00

Architecture and Landscape Architecture

Charles St. John Chubb	Professor and Chairman.....	\$ 5,400.00	
Herbert Baumer	Professor	5,400.00	
Wilbert C. Ronan	Professor	4,176.00	
Joseph N. Bradford	Emeritus Professor of Architecture	1,152.00	
Charles R. Sutton	Associate Professor	3,684.00	
Richard S. Buck, Jr.	Assistant Professor	3,072.00	
Galen F. Oman, Jr.	Assistant Professor	3,012.00	
Morris E. Trotter, Jr.	Assistant Professor	2,880.00	
Marion V. Packard	Assistant	702.00	
	Student Assistant	300.00	
			\$ 29,778.00

Ceramic Engineering

Arthur S. Watts	Professor and Chairman.....	\$ 4,908.00	
John L. Carruthers	Professor	4,428.00	
Robert M. King	Associate Professor	3,936.00	
Charles B. Tauber	Assistant	750.00	
			\$ 14,022.00

Chemical Engineering

James R. Withrow	Professor and Chairman.....	\$ 5,520.00	
Joseph H. Koffolt	Associate Professor	3,684.00	
L. Kermit Herndon	Assistant Professor	2,580.00	
James O. Pence	Instructor	1,680.00	
Charles R. Owens	Instructor	1,440.00	
Louis E. Ruidlach	Assistant	1,150.00	
George B. Hughey	Assistant	900.00	
John E. Teagarden	Assistant	855.00	
Harvey H. Grice	Graduate Assistant	450.00	
Tse Kao Wu	Graduate Assistant	450.00	
Fred O. Barrett	Graduate Assistant	450.00	
Henry J. Jacoby	Graduate Assistant	450.00	
Roy Adams	Graduate Assistant	450.00	
Richard J. Mitchell	Graduate Assistant	450.00	
Robert A. Fischer	Graduate Assistant	450.00	
Mary Wing Robb	Assistant	1,020.00	
G. M. Machwart	Associate Professor	500.00	
L. Kermit Herndon	Assistant Professor	500.00	
George B. Hughey	Assistant	150.00	
			\$ 23,129.00

Civil Engineering

Clyde T. Morris	Professor and Chairman.....	\$ 5,820.00	
Edwin F. Coddington	Emeritus Professor (eff. 9-1)...	1,248.00	
Edwin F. Coddington	Professor (2 months).....	790.00	
John C. Prior	Professor	4,512.00	
Roscoe C. Sloane	Professor	4,236.00	

Jacob R. Shank	Professor	2,136.00
George E. Large	Associate Professor	4,104.00
Oscar J. Marshall	Associate Professor	3,228.00
John M. Montz	Associate Professor	3,204.00
Claude H. Wall	Associate Professor	2,856.00
Don Johnstone	Assistant Professor	3,228.00
Charles O. Dawson	Assistant (part time).....	900.00
Robert R. Weber	Student Assistant	30.00
	Student Assistant	30.00
	Student Assistant	30.00

Civil Engineering Summer Camp

Roscoe C. Sloane	Professor and Camp Director...	600.00
John M. Montz	Associate Professor	400.00
Claude H. Wall	Associate Professor	350.00
Earl E. Burnett	Cook	120.00

\$ 37,822.00

Electrical Engineering

Erwin E. Dreese	Professor and Chairman.....	\$ 8,892.00
Francis C. Caldwell	Emeritus Professor	1,152.00
William L. Everitt	Professor	6,504.00
Harold Bibber	Professor	6,372.00
Emerson E. Kimberly	Associate Professor	3,096.00
Sidley O. Evans	Assistant Professor	3,180.00
Kwan Yau Tang	Assistant Professor	2,472.00
E. M. Boone	Assistant Professor	2,436.00
R. C. Higgy	Assistant Professor	No salary
Jerome E. Williams	Instructor	1,980.00
Alian A. Kunze	Instructor	1,920.00
Wells L. Davis	Instructor	1,848.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
Earl G. McDowell	Assistant	1,812.00
Susannah L. Bryant	Assistant	1,128.00
John Dankworth	Technical Assistant	1,512.00
Jerome E. Williams	Instructor	450.00
	Graduate Assistant	150.00
	Graduate Assistant	150.00

\$ 47,304.00

Engineering Drawing

Thomas E. French	Professor and Chairman.....	\$ 5,520.00
Robert Meiklejohn	Professor	4,296.00
Owen E. Williams	Professor	3,540.00
Wooster B. Field	Professor	3,540.00
Ralph S. Paffenbarger	Professor	3,540.00
Allen McManigal	Associate Professor	3,240.00
Lawrence D. Jones	Associate Professor and Secretary of the College.....	3,096.00
Charles D. Cooper	Assistant Professor	2,748.00
Jay N. Edmondson	Assistant Professor	2,688.00
Harry H. Brittingham	Assistant Professor	2,688.00
Charles J. Vierck	Assistant Professor	2,688.00
Gilbert Coddington	Instructor	1,848.00
Alfred J. Philby	Instructor	1,848.00
Fairfax E. Watkins	Instructor	1,848.00
Paul E. Machovina	Instructor	1,848.00
Hollie W. Shupe	Instructor	1,848.00
L. R. Schruben	Instructor	1,800.00
Glada M. Weaver	Assistant	1,000.00
	Student Assistant	300.00
	Student Assistant	300.00

\$ 50,224.00

Engineering Experiment Station

Charles E. MacQuigg	Director	\$ 1,800.00
Jacob R. Shank	Assistant Director	3,000.00
John M. Weed	Associate Professor of Civil Engineering and Editor.....	3,588.00
Frank H. Eno	Emeritus Professor	1,080.00
George A. Bole	Research Professor	4,296.00

Arthur H. Dierker	Senior Research Engineer and Assistant Professor of Metallurgical Engineering (10 mos.)	3,170.00
George A. Loomis	Senior Research Engineer and Assistant Professor of Ceramic Engineering (part time)	2,052.00
Harold H. Dawson	Junior Research Engineer	1,692.00
Stanley V. Forgue	Research Assistant	1,452.00
Harry D. Foster	Research Assistant (part time)	1,212.00
Mildred DePue	Stenographer	1,272.00
Rupert L. Atkin	Student Stenographer	600.00
Helen Eckert	Stenographer (part time)	540.00
Henri Hoffman	Engineer	2,232.00
Gerald L. Lee	Station Mechanic and Laboratory Assistant	1,692.00
Frank A. Young	Equipment Custodian	1,332.00
		<hr/>
		\$ 31,010.00

Industrial Engineering

John Younger	Professor and Chairman	\$ 5,820.00
William A. Knight	Emeritus Professor of Industrial Engineering	636.00
Oscar D. Rickly	Associate Professor	3,252.00
Rudolph P. Schneider	Assistant Professor	2,460.00
James R. Stitt	Assistant Professor	2,268.00
Guy Cooper	Assistant Professor of Welding Engineering	1,836.00
Jacob A. Foust	Instructor	2,268.00
Harold M. Poole	Instructor	2,268.00
Robert L. Folden	Assistant	1,512.00
James C. Thomas	Assistant	972.00
John F. Cooke	Assistant	1,200.00
Harold M. Wiggins	Laborer	1,092.00
Harry D. Moore	Student Assistant	150.00
Phillip G. Patch	Student Assistant	150.00
Paul N. Lehoczky	Student Assistant	150.00
	Associate Professor	On leave
		<hr/>
		\$ 28,146.00

Mechanical Engineering

Franklin W. Marquis	Professor and Chairman	\$ 5,640.00
Carl A. Norman	Professor	4,272.00
Karl W. Stinson	Professor	4,116.00
Aubrey I. Brown	Professor	4,056.00
Paul Bucher	Professor	3,624.00
Horace Judd	Emeritus Professor	636.00
George N. Moffat	Associate Professor	3,132.00
Samuel R. Beitler	Associate Professor	3,072.00
Charles P. Roberts	Associate Professor	2,952.00
Salvatore Marco	Assistant Professor	2,460.00
E. J. Lindahl	Instructor	1,848.00
William M. Stube	Instructor	1,848.00
John P. Kramer	Student Assistant	300.00
R. L. Pratt	Student Assistant	300.00
Robert T. Simpson	Assistant	1,332.00
Richard M. Jones	Helper and Fireman	2,124.00
Charles P. Roberts	Machinist	1,908.00
Eugene K. Falls	Laborer	1,212.00
	Associate Professor	500.00
	Assistant (part time)	300.00
		<hr/>
		\$ 45,632.00

Mechanics

Percy W. Ott	Professor and Chairman	\$ 4,824.00
James E. Boyd	Emeritus Professor	1,140.00
Samuel B. Folk	Associate Professor	3,564.00
Ralph W. Powell	Associate Professor	2,868.00
Edgar C. Clark	Assistant Professor	2,808.00
Leroy Tucker	Assistant Professor	2,628.00
David C. Williams	Instructor	2,064.00
	Graduate Assistant	450.00
		<hr/>
		\$ 20,346.00

Metallurgy

Dana J. Demorest	Professor and Chairman.....	\$ 5,160.00	
William A. Mueller	Professor	4,056.00	
James O. Lord	Associate Professor	3,564.00	
Laurie J. Rautio	Instructor	2,772.00	
	Assistant	1,052.00	
			\$ 16,604.00

Mine Engineering

Harry E. Nold	Professor and Chairman.....	\$ 4,848.00	
Edward V. O'Rourke	Professor	4,116.00	
			\$ 8,964.00

Mineralogy

William J. McCaughey	Professor and Chairman.....	\$ 5,160.00	
Arthur M. Brant	Associate Professor	3,372.00	
	Student Assistant	450.00	
	Student Assistant	180.00	
			\$ 9,162.00

Photography

Francis W. Davis	Assistant Professor and Acting Chairman	\$ 2,724.00	
A. Lloyd Reber	Instructor	1,848.00	
	Graduate Assistant	450.00	
Alice McCracken	Clerk	972.00	
			\$ 5,994.00

Total for College of Engineering..... \$398,257.00

COLLEGE OF LAW

	Dean	\$ 10,000.00	
John E. Hallen	Professor	6,624.00	
Harry W. Vanneman	Professor	6,132.00	
Silas A. Harris	Professor	6,132.00	
Arthur T. Martin	Professor	5,628.00	
Robert E. Mathews	Professor	5,520.00	
Norman D. Lattin	Professor	5,124.00	
Frank R. Strong	Professor	5,112.00	
Robert M. Hunter	Professor	5,004.00	
William H. Rose	Professor	4,836.00	
Alonzo H. Tuttle	Emeritus Professor (eff. 9-1) ..	1,092.00	
Alonzo H. Tuttle	Professor (2 months).....	428.00	
Olive Busick	Assistant to Dean.....	1,512.00	
Margaret Daehler	Assistant to Director of Legal Aid Clinic	1,500.00	
Ruth Erwine	Assistant to Dean.....	1,212.00	
Dorothea Worthing	Stenographer	1,212.00	
Robert M. Hunter	Professor	600.00	
Silas A. Harris	Professor	550.00	
William H. Rose	Professor	400.00	
Arthur T. Martin	Professor	350.00	
Harry W. Vanneman	Professor	700.00	
	Professor	350.00	
Frank H. Strong	Professor	350.00	
			\$ 70,368.00

Total for College of Law..... \$ 70,368.00

COLLEGE OF MEDICINE

Administration

J. H. J. Upham	Dean and Director of Hospital..	\$ 8,112.00	
Arthur J. Linn	Secretary to Dean.....	2,316.00	
Margaret R. Colburn	Assistant to Dean.....	2,016.00	
Corvin A. Starkey	Technical Assistant	2,112.00	
Earl Schofield	Technical Assistant	1,908.00	
Marian A. Snavely	Technical Assistant	1,512.00	
Johnnie R. Bee	Technical Assistant	1,212.00	
Edythe Lynn	Technical Assistant	1,032.00	
			\$ 20,220.00

Anatomy

Rollo C. Baker	Professor and Chairman	\$ 4,908.00
Ralph A. Knouff	Professor	4,608.00
Linden F. Edwards	Professor	3,264.00
Hugh Setterfield	Associate Professor	3,072.00
Dwight M. Palmer	Assistant Professor	2,976.00
Grant O. Graves	Assistant Professor	2,784.00
Paul B. Yates	Assistant Professor	2,580.00
Clinton M. Osborn	Instructor	2,256.00
Morris B. Guthrie	Instructor (part time) (special)	900.00
Joseph H. J. Akeroyd	Assistant	900.00
Morris L. Battles	Assistant (part time)	450.00
Robert H. English	Assistant (part time)	450.00
Francis W. McCoy	Assistant (part time)	450.00
John C. Holliday	Graduate Assistant	450.00
Russell Hayes	Graduate Assistant	450.00
	Graduate Assistant	450.00
Ruth Penfield	Research Assistant	1,308.00
Arnold Whiting	Technician	1,212.00
		<hr/>
		\$ 83,468.00

Dispensaries

Earl H. Baxter	Assistant Professor	\$ 288.00
Samuel D. Edelman	Assistant Professor	288.00
Mary A. Graber	Instructor	312.00
Camille J. DeLor	Instructor	500.00
Robert C. Kirk	Instructor	500.00
John P. Farson	Instructor	300.00
Oscar W. Jepsen	Instructor	200.00
Harve M. Clodfelter	Instructor	200.00
John H. Mitchell	Instructor	200.00
Thomas E. Rardin	Instructor	100.00
Herbert D. Emswiler	Instructor	96.00
J. Clyde Vanneter	Instructor	96.00
Dana W. Cox	Instructor	192.00
Thomas F. Ross	Instructor	96.00
Robert Schoene	Instructor	No salary
Clark Pritchett	Instructor	No salary
J. E. Arrington	Instructor	No salary
D. G. Sanor	Instructor	No salary
Morris Guthrie	Assistant	400.00
William F. Mitchell	Assistant	200.00
Howard R. Mitchell	Assistant	200.00
Oscar L. Coddington	Assistant	192.00
Harold V. Postle	Assistant	96.00
		<hr/>
		\$ 4,456.00

Medicine

Charles A. Doan	Professor, Chairman of Medicine, Director of Medical Research	\$ 8,892.00
Elijah J. Gordon	Clinical Professor of Medicine and Director of Dispensaries	3,876.00
Elmer G. Horton	Emeritus Professor (Pediatrics)	1,104.00
Charles J. Shepard	Clinical Professor (Dermatology)	100.00
Bruce K. Wiseman	Professor Medicine	4,104.00
Franklin C. Wagenhals	Associate Clinical Professor (Neurology)	300.00
George I. Nelson	Associate Clinical Professor (Medicine)	3,120.00
Solomon A. Hatfield	Associate Clinical Professor (Medicine)	2,064.00
Lear H. Van Buskirk	Associate Clinical Professor (Medicine)	2,064.00
Phillip T. Knies	Assistant Clinical Professor	1,012.00
Earl H. Baxter	Associate Clinical Professor (Pediatrics)	756.00
Samuel D. Edelman	Assistant Clinical Professor (Pediatrics)	756.00
George T. Harding, III	Associate Clinical Professor (Psychiatry)	200.00
James R. Reeves	Assistant Professor	3,060.00
Donald L. Mahanna	Instructor	1,848.00
John E. Brown, Jr.	Instructor	500.00
Samuel J. Goldstein	Clinical Instructor (Pediatrics)	300.00
	Clinical Instructor	300.00

Marion L. Ainsworth	Clinical Instructor (Pediatrics) ..	300.00
C. C. Sherburne	Clinical Instructor (Medicine) ..	200.00
Thomas E. Rardin	Clinical Instructor	200.00
Max P. Kanter	Clinical Instructor (Medicine) ..	150.00
Donald E. Yochem	Clinical Instructor	150.00
Mary Ann Graber	Clinical Instructor (Pediatrics) ..	100.00
Harrison Evans	Clinical Instructor	100.00
Herbert M. Platter	Lecturer in Medical Law	240.00
Jonathan Forman	Lecturer on Allergy	100.00
R. W. Kissane	Lecturer on Cardiology	100.00
Warren W. Hicks	Clinical Assistant	192.00
C. C. Landen	Clinical Assistant	100.00
Etta M. Willis Bickel	Research Assistant	1,512.00
Jo B. Welch	Research Assistant	1,212.00
Margaret Ann Johnson	Technical Assistant	924.00
Wayne Stewart	Technical Assistant	924.00
William F. Shepard	Laboratory Assistant	1,008.00
Florence M. Coe	Medical Illustrator	1,020.00
Mabel Haverfield	Secretary	1,512.00
Dorothy K. Cranmer	Stenographer	1,092.00
Jacob J. Coons	Emeritus Clinical Professor of Medicine	No salary
Laurence H. Snyder	Professor (Genetics)	No salary
John W. Wilce	Clinical Professor	No salary
J. Fremont Bateman	Clinical Professor (Medicine) ..	No salary
Paul C. Kitchin	Associate Professor	No salary
Oram C. Woolpert	Associate Professor (Infectious Diseases)	No salary
Morse F. Osborn	Associate Clinical Professor	No salary
Alfred W. Bosworth	Assistant Professor (Biochemical Research)	No salary
Casper H. Benson	Assistant Clinical Professor of Medicine (Tuberculosis)	No salary
James A. Beer	Assistant Clinical Professor (Medicine)	No salary
Shirley Armstrong	Assistant Clinical Professor	No salary
Charlotte Winnemore	Assistant Clinical Professor	No salary
Grant O. Graves	Instructor (Neurology)	No salary
Dwight M. Palmer	Instructor (Neuro-Psychiatry) ..	No salary
John W. Larcomb	Instructor (Pediatrics)	No salary
James M. Foley	Clinical Instructor	No salary
Myron D. Miller	Clinical Instructor	No salary
John H. Mitchell	Clinical Instructor	No salary
Burton F. Barney	Clinical Instructor (Dermatology)	No salary
Nicholas Michael	Clinical Instructor (Psychiatry) ..	No salary
Camille J. DeLor	Clinical Instructor (Medicine) ..	No salary
Robert C. Kirk	Clinical Instructor (Medicine) ..	No salary
John E. Hoberg	Clinical Instructor (Pediatric Dispensary)	No salary
Clark Pritchett	Clinical Instructor (Dispensary) ..	No salary
Robert H. Schoene	Clinical Instructor (Dispensary) ..	No salary
Harve M. Clodfelter	Clinical Instructor (Dispensary) ..	No salary
Sidney M. McCurdy	Lecturer	No salary
Clara G. Bonner	Clinical Assistant	No salary
Joseph H. Shepard	Clinical Assistant (Dermatology) ..	No salary
Robin C. Obetz	Clinical Assistant (Medicine) ..	No salary
William F. Mitchell	Clinical Assistant (Medicine) ..	No salary
Rollo W. Bonnell	Clinical Assistant (Medical Dispensary)	No salary
Ruth A. Koons	Clinical Assistant (Pediatric Dispensary)	No salary
James J. Hughes	Clinical Assistant (Physical Diagnosis)	No salary
Beatrice L. Postle	Clinical Assistant (Psychiatry) ..	No salary
John N. Wittinbrook	Clinical Assistant (Psychiatry) ..	No salary
J. J. Alpers	Clinical Assistant (Psychiatry) ..	No salary
Dorothy E. Donley	Clinical Assistant (Psychiatry) ..	No salary
Dan Morse	Clinical Assistant (Tuberculosis Dispensary) ..	No salary
		\$ 45,492.00
<i>Obstetrics</i>		
Andrews Rogers	Professor and Chairman	\$ 3,684.00
Francis W. Davis	Assistant Professor	2,340.00

Charles W. Pavey	Assistant Professor and Acting Resident	1,020.00	
Herman W. Koerper	Associate Professor	972.00	
Thomas F. Ross	Instructor and Acting Resident (Dispensaries)	1,116.00	
Dana Wesley Cox	Instructor	108.00	
J. Clyde Vanneter	Instructor	No salary	\$ 9,240.00
<i>Ophthalmology</i>			
Albert D. Frost	Professor and Chairman	\$ 500.00	
John B. Alcorn	Emeritus Assistant Professor...	No salary	
W. A. Stoutenborough	Instructor	150.00	
Harry M. Sage	Instructor	150.00	
Claude S. Perry	Instructor	150.00	
Hugh C. Thompson	Clinical Assistant	500.00	
Francis W. Thomas	Assistant	100.00	
Robert E. Quinn	Assistant	50.00	
Harold V. Postle	Assistant	No salary	
Arthur B. McConagha	Assistant	No salary	\$ 1,600.00
<i>Oto-Laryngology</i>			
Hugh G. Beatty	Professor and Chairman	\$ 600.00	
T. Rees Williams	Associate Professor	300.00	
Russel G. Means	Assistant Professor	300.00	
Edward W. Harris	Assistant Professor	200.00	
Morris Goldberg	Instructor	200.00	
Herbert Emswiler	Instructor	100.00	
J. E. Arrington	Instructor	No salary	
D. G. Sanor	Instructor	No salary	\$ 1,700.00
<i>Pathology</i>			
Emmerich von Haam	Professor and Chairman	\$ 6,112.00	
Carl L. Spohr	Emeritus Professor	648.00	
Harry L. Reinhart	Associate Professor of Clinical Pathology	1,332.00	
Horace B. Davidson	Assistant Professor (part time)	612.00	
Ralph M. Hartwell	Instructor	3,072.00	
Ralph W. Pagel	Instructor	2,712.00	
Russell V. Millier	Instructor	1,812.00	
Ben Houghton	Instructor	1,812.00	
George Y. Shinowara	Instructor (part time)	1,188.00	
Marie Moorhead	Instructor (part time)	816.00	
Roswell S. Fidler	Instructor	No salary	
Sylvester Crynes	Instructor	No salary	
Norman Rothermich	Instructor	No salary	
James B. Massengill	Assistant	600.00	
Medford C. Bowman	Graduate Assistant	300.00	
Mortimer Banks	Technical Assistant	1,344.00	
Kathryn M. Bankhardt	Technical Assistant	1,332.00	
Winifred Robinson	Technical Assistant	1,308.00	
Mildred B. Schneider	Technical Assistant	1,212.00	
Florence V. Brenny	Technical Assistant	612.00	\$ 26,224.00
<i>Physiological Chemistry</i>			
Clayton S. Smith	Professor and Chairman	\$ 4,704.00	
John B. Brown	Associate Professor	4,056.00	
Helen L. Wikoff	Assistant Professor	2,772.00	
Adrian C. Kuyper	Instructor	2,316.00	
Sam Rosenfeld, Jr.	Instructor (special)	1,200.00	
Alfred E. Brown	Assistant	954.00	
	Assistant	954.00	
Edwin H. Ellison	Assistant (part time)	450.00	
Roscoe C. Millican	Graduate Assistant	450.00	
Jean F. Caul	Graduate Assistant	450.00	
	Graduate Assistant	450.00	
	Graduate Assistant	150.00	
Roscell T. Preston	Technical Assistant	1,212.00	
Sylvanus Conley	Technical Assistant	1,020.00	
Helen L. Linn	Technical Assistant	1,020.00	\$ 22,158.00
<i>Physiology</i>			
Frank A. Hartman	Professor and Chairman	\$ 7,120.00	
Raymond J. Seymour	Professor	4,296.00	
Edwin P. Durrant	Emeritus Associate Professor...	216.00	

Fred A. Hitchcock	Associate Professor	3,288.00
Emil Bozler	Assistant Professor	3,688.00
Gordon C. Ring	Assistant Professor	3,688.00
Rollin R. Durant	Assistant Professor	2,832.00
Saul L. Cohen	Instructor	3,072.00
Samuel R. Tipton	Instructor	2,292.00
Clifford Angerer	Instructor	2,052.00
Frederick Shelden	Instructor	1,800.00
Katharine A. Brownell	Graduate Assistant	450.00
Lena Lewis	Research Assistant	1,812.00
Ella McNeal	Research Assistant	1,512.00
Carl A. Randles	Research Assistant (10 mos.)	500.00
Hugh B. McGlade	Research Assistant (10 mos.)	500.00
Elmon McDaniel	Technical Assistant	1,644.00
Ruth M. Stouffer	Technical Assistant	1,212.00
Randolph Andrews	Assistant	1,212.00
Glenn W. Scofield	Assistant Storekeeper	1,020.00
	Graduate Assistant	1,116.00
		150.00
		<hr/>
		\$ 45,272.00

School of Nursing

Priscilla K. Hall	Director	\$ 3,684.00
Ann Marie Hellner	Assistant Professor, Public Health Nursing	3,072.00
Vera Warner	Assistant Professor—Nursing Education	2,460.00
Italia Sears	Instructor—Obstetrical Nursing	2,052.00
Eleanor Rothrock	Instructor—Pediatric Nursing	2,052.00
Mable I. Darrington	Instructor—Nursing Arts	2,052.00
Eva Brunt Smith	Instructor	2,052.00
	Instructor—Surgical Nursing	1,848.00
	Instructor—Field Nursing	600.00
	Instructor—Field Nursing	600.00
Edythe Massey	Assistant	972.00
	Clerk	1,032.00
		<hr/>
		\$ 22,476.00

Surgery and Gynecology

Verne A. Dodd	Professor and Chairman	\$ 4,692.00
Leslie L. Bigelow	Professor of Clinical Surgery	3,072.00
William N. Taylor	Professor of Genito-Urinary Surgery	2,772.00
John W. Means	Professor of Clinical Surgery	2,532.00
Philip J. Reel	Professor of Gynecology	2,268.00
Hugh J. Means	Professor of Clinical Roentgenology	900.00
Luke V. Zartman	Associate Professor of Clinical Surgery	1,116.00
Paul H. Charlton	Assistant Professor of Clinical Surgery	2,160.00
Louis J. Roth	Assistant Professor of Clinical G. U. Surgery	708.00
Harry E. LeFever	Assistant Professor of Neurosurgery	612.00
Edward H. Wilson	Assistant Professor of Orthopedic Surgery	500.00
Judson D. Wilson	Assistant Professor of Orthopedic Surgery	300.00
Huston F. Fulton	Assistant Professor of Roentgenology	200.00
George B. Watson	Instructor	1,008.00
Edward T. Kirkendall	Instructor	300.00
Tom F. Lewis	Instructor in Clinical Gynecology	300.00
John V. Horst	Instructor in Gynecology	196.00
Walter H. Hamilton	Instructor	180.00
Zeph J. R. Hollenbeck	Instructor	108.00
Fred Fletcher	Professor of Clinical Surgery	No salary
Isaac B. Harris	Professor of Clinical Surgery	No salary
Edwin J. Stedem	Assistant Professor of Clinical Gynecology	No salary
Paul W. Palmer	Instructor	No salary
Joseph M. Dunn	Instructor in Clinical Surgery	No salary
Howard E. Boucher	Instructor in Clinical Surgery	No salary
Gilman D. Kirk	Instructor	No salary
Drew L. Davies	Instructor	No salary

H. P. Worstell	Instructor	No salary
Chester S. Shinbach	Instructor in Orthopedics.....	No salary
Clyde W. Dawson	Instructor in Orthopedics.....	No salary
Henry B. Lacey	Instructor	No salary
Roy J. Secrest	Assistant	No salary
William B. Harris	Assistant	No salary

\$ 23,924.00

Surgical Research

George M. Curtis	Professor of Surgery and Chair- man of Research Surgery.....	\$ 6,120.00
Frank E. Hamilton	Assistant Professor	1,368.00
Ruth Bierbaum Roush	Assistant	1,068.00
Jack Greenfield	Research Assistant	1,512.00
Elsie Louise Riley	Research Assistant	768.00
Robert A. Davison	Research Assistant	225.00
Frederick M. Flickinger	Research Assistant	225.00
Mary E. Frame	Secretary (Stenographer)	1,812.00

\$ 13,098.00

*Starling-Loving-Hospital**Administration*

		Code	
J. H. J. Upham	Dean and Director.....		No salary
Anna C. Nida	Clinical Patient Supervisor (Financial Investigator)	1	\$2,052.00
Alice B. Rowland	Investigator, Out-Patient Department	1	1,212.00
Elizabeth Simmerman	Director of Business Administration (Stenographer)	3	2,640.00
Leila Evans	Cashier (Clerk)	1	1,560.00
Leonora M. Adams	Bookkeeper	1	1,260.00
Alice B. Taylor	Clerk	1	1,212.00
Amber Hammond	Clerk	1	1,200.00
Wilma H. Dolezal	Clerk	3	1,020.00
Mary A. Rottman	Student Relief Clerk.....	3&4	636.00
Frederick A. Waltz	Student Clerk	3	516.00
Bertha Dillon	Admitting Clerk	3&4	1,080.00
Margaret Cargill	Admitting Clerk	1&4	984.00
Florence Jones	Stenographer	1	1,200.00
Gertrude Hammell	Telephone Operator	1	1,032.00
Marie Connett	Telephone Operator	1	972.00
Melvin L. Myers	Telephone Operator	1	912.00
Dale Walters	Orderly—Office	3&4	612.00

\$ 20,100.00

Housekeeping

Beatrice Harlow	Housekeeper	3&4	\$ 912.00
Maude E. Ruth	Seamstress	1&4	714.00
Lula F. Porter	Seamstress	1&4	714.00
Margaret Jones	Seamstress	1&4	666.00
Paul G. Blakely	Elevator Operator	3&4	840.00
Donald W. Walters	Elevator Operator	3&4	612.00
Joseph Gleach	Technical Assistant		1,332.00
Ernest Long	Orderly—Janitor	1&4	1,134.00
Livingston Wright	Orderly—Janitor	1&4	1,026.00
William C. Miller	Janitor	1&4	942.00
Jesse Coles	Janitor	1&4	894.00
Lindsay Bozeman	Janitor	1&4	894.00
John H. Rowland	Janitor	1&4	894.00
Oliver Banks	Janitor	1&4	852.00
Alexander Sherrill	Janitor	1&4	732.00
Landon Reed	Janitor	1&4	732.00
Martha Davis	Janitress	1&4	600.00
Bertha M. Trombley	Janitress	1&4	600.00
Hazel Preston	Janitress	1&4	600.00
Clementine Berry	Janitress	1&4	600.00
Bertha Wilson	Janitress	1&4	600.00
Hilda Sherrill	Janitress	1&4	600.00
Helen Thomas	Janitress	1&4	600.00
Celia E. Moss	Janitress	1&4	600.00
Russie E. Lane	Janitress	1&4	600.00
	Linen Room Helper.....	1&4	600.00

\$ 19,290.00

Nursing Care

Ruth DeWolfe	Assistant Director and Instructor in Practice and Principles of Nursing...	3&4	\$2,052.00	
Blanche Skinner	Night Supervisor	3&4	1,512.00	
Catherine Helman	Night Supervisor	3&4	1,512.00	
Helen Severns	Supervisor in Gynecological Nursing	3&4	1,452.00	
Dorothy Wilson	Supervisor in Pediatric Nursing	3&4	1,266.00	
Josephine Shupink	Supervisor in Obstetrical Nursing	3&4	1,212.00	
Chloe Compton	Head Nurse—3rd wards	3&4	1,312.00	
Rena White	Head Nurse	3&4	1,272.00	
Ione Sundstrom	Head Nurse	3&4	1,266.00	
Esther Olive Swendal	Head Nurse—3B	3&4	1,212.00	
Gale C. Roszmann	Head Nurse—Isolation	3&4	1,212.00	
Eliza Busenberg	Head Nurse—Obstetrics	3&4	1,212.00	
Irene Schanz	Relief Night Supervisor	3&4	1,152.00	
Betty Finke Bonnell	Assistant Head Nurse—Obstetrics	3&4	1,092.00	
Mary Gordon	Assistant Head Nurse 3rd Wards	3&4	1,072.00	
Beulah Ward	Assistant Head Nurse	3&4	1,032.00	
Neurita Rodel	Assistant Head Nurse	3&4	1,032.00	
Margaret J. George	Assistant Head Nurse	3&4	996.00	
Charles L. Miller	Orderly	3&4	696.00	
Bruce B. Barber, Jr.	Orderly	3&4	696.00	
Curtis Daniels	Orderly	3&4	696.00	
William E. Rettig	Orderly	3&4	696.00	
Robert J. Kennedy	Orderly	3&4	696.00	
John W. Kissel	Orderly	3&4	696.00	
Herbert Roseler	Orderly	3&4	696.00	
				\$ 27,740.00

Nurses Home

Lurette Fitzner	Housemother	5	\$ 402.00	
Charlotte Thum	Janitress	1&4	732.00	
				\$ 1,134.00

Medical and Surgical Service

Josephine R. Barker	Head Nurse—Central Supply	3&4	\$1,266.00	
Louise Kagay	Assistant Head Nurse	3&4	912.00	
Charles R. Baber	Resident	3&4	612.00	
Robert F. Daly	Resident	3&4	612.00	
Cyril T. Surrington	Resident	3&4	612.00	
Deane C. Epler	Resident—4th year	3&4	612.00	
Sloan J. Wilson	Clinical Assistant	3&4	612.00	
H. C. Haynie	Assistant Resident	3&4	312.00	
Arthur James	Assistant Resident	3&4	312.00	
Hall S. Wiedemer	Assistant Resident	3&4	312.00	
Italo D. Puppel	Assistant Resident	3&4	312.00	
Louis Roetigg	Assistant Resident	3&4	312.00	
Elmer J. Rodenberg	Assistant Resident	3&4	312.00	
Elgie K. Johnson	Assistant Resident	3&4	312.00	
Irvin L. Libecap	Assistant Resident	3&4	312.00	
Richard C. Jones	Assistant Resident	3&4	312.00	
Victor Kisler	Senior Intern	3&4	100.00	
Robert D. Moore	2nd year Intern	3&4	100.00	
Kendal O. Kennedy	2nd year Intern	3&4	100.00	
Robert Srigley	2nd year Intern	3&4	100.00	
John B. Wilkes	2nd year Intern	3&4	100.00	
Nicholas H. Holmes	Intern	3&4	50.00	
John Bakody	Intern	3&4	50.00	
Dan A. Nye	Intern	3&4	50.00	
Walter M. Stout	Intern	3&4	50.00	
Richard Patton	Intern	3&4	50.00	
				\$ 8,796.00

Medical Records

Wanda Knox	Historian	1&4	\$1,260.00	
Judith C. Clarke	Historian	1&4	1,092.00	
Opal Canney	Medical Record Clerk	1&4	972.00	
				\$ 3,324.00

Operating Room and Anesthetics

Jessie Jasper	Anesthetist		\$2,312.00	
Emilie Kaiser	Anesthetist	3&4	1,800.00	
		and room		
Dorothy A. Tohms	Anesthetist	3&4	1,212.00	
		and room		
Mae Ellen Weidner	Supervisor	5	1,512.00	
Margaret Pringle	Assistant Head Nurse— Operating Room	3&4	1,266.00	
Margaret Ross	Assistant Head Nurse— Operating Room	3&4	1,266.00	
Dorothy E. Koehn	Assistant Head Nurse.....	3&4	1,266.00	
John Long	Orderly—Janitor	1&4	1,212.00	
Charles T. Whimbs	Janitor	1&4	1,164.00	
Mabel Rowe	Nurses Aide	3&4	576.00	
Mary Jane Miller	Nurses Aide	3&4	516.00	
				\$ 14,102.00

X-ray

Hugh J. Means	Radiologist and Director, X-ray Laboratory	1	\$1,044.00	
Faye Irvin	X-ray Technician	1&4	1,812.00	
Alice M. Stemen	Technical Assistant	1&4	1,092.00	
				\$ 3,948.00

Laboratories

Harry L. Reinhart	Pathologist	1	\$3,276.00	
Carolyn Hilles	Assistant to Chief Laboratory Technician..	1&4	1,512.00	
Edythe S. Potts	Historian	1&4	1,512.00	
Marie Moorhead	Clinical Bacteriologist and Serologist	1&4	1,032.00	
Ruth Patton	Medical Technologist	1&4	1,512.00	
Mary F. Fulton	Assistant Medical Technologist	1&4	912.00	
Clara May Hickox	Assistant Medical Technologist	1&4	912.00	
Emerson R. Hatcher	Assistant Resident in Pathology	5	300.00	
Ben Porter	Orderly—Laboratory	1&4	732.00	
				\$ 11,700.00

Fever Therapy

Lucile C. Kester	Fever Therapy Technologist	3&4	\$1,512.00	\$ 1,512.00
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Radium Therapy

Verna Bowyer	Radium Nurse	3&4	\$1,212.00	\$ 1,212.00
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Urology

Gladys Steenrod Robinson	Instructor in Urological Nursing	3&4	\$1,116.00	
Robert Keating	Resident	3&4	612.00	
		and room		\$ 1,728.00

Emergency Room

Marie Connell	Head Nurse	3&4	\$1,266.00	
Jessie Ullman	Supervisor	3&4	1,266.00	
				\$ 2,532.00

Dietary

Emma McCormick	Director of Dietetics.....	3&4	\$2,412.00	
Kathleen Scobie	Assistant Dietitian	3&4	1,476.00	
Beatrice Evans	Administrative Dietitian..	3&4	1,116.00	
		and room		
Elizabeth Ballard	Pastry Cook	3&4	756.00	
Mary Miller	Assistant Cook	3&4	876.00	
Margaret Russell	Assistant Cook	3&4	792.00	
Alice May Bowser	Assistant Cook	3&4	648.00	
Gertrude Tolbert	Assistant Cook	3&4	600.00	
Ruth Friece	Assistant Cook	3&4	600.00	
Bert Rickman	Dishwasher	3&4	714.00	
Ernest R. Griffin	Dishwasher	3&4	630.00	
James Hawkins	Kitchen Helper	3&4	714.00	
Umphria Ware	Kitchen Helper	3&4	714.00	
Florence A. Tripp	Diet Kitchen Helper.....	3&4	732.00	
Edward Trent	Diet Kitchen Helper.....	3&4	660.00	
Eileen Bryant Connor	Diet Kitchen Helper.....	3&4	600.00	

Minnie Louise Gill	Diet Kitchen Helper.....	3&4	600.00	
Wilma Seward	Diet Kitchen Helper.....	3&4	600.00	
Miriam Swinehart	Diet Kitchen Helper.....	3&4	600.00	
Leona Estella Jay	Diet Kitchen Helper.....	3&4	600.00	
Martha E. Knowlton	Diet Kitchen Helper.....	3&4	600.00	
Eva Gay Jones	Diet Kitchen Helper.....	3&4	600.00	
Mabel L. Henslee	Diet Kitchen Helper.....	3&4	600.00	
Estell C. Seymour	Diet Kitchen Helper.....	3&4	600.00	
Esther L. Lemley	Diet Kitchen Helper.....	3&4	600.00	
Henrietta Mae Jones	Diet Kitchen Helper.....	3&4	600.00	
Lorraine E. Clipp	Waitress	3&4	600.00	
Florence M. Smith	Waitress	3&4	600.00	
Blanche M. Uhrig	Waitress	3&4	600.00	
Marjorie Bowser	Waitress	3&4	600.00	
Mary E. Flannigan	Nurses Aide	3&4	516.00	
				\$ 22,956.00

Dispensary

Ferne DeVoll	Supervising Nurse	3&4	\$ 912.00	
Elvira Ann Hertz	General Duty Nurse.....	3&4	912.00	
Martha Stephens	General Duty Nurse.....	3&4	912.00	
Lillie Puppel	General Duty Nurse.....	3&4	912.00	
Mildred Lower	General Duty Nurse.....	3&4	912.00	
George Y. Shinowara	Chemical Pathologist	1&4	1,224.00	
Katherine Worth	Technical Assistant	1&4	1,572.00	
Eva Ponsler	Technical Assistant	1&4	1,152.00	
Alys Willison	Historian	1&4	1,152.00	
Marcia Rumbaugh	Cashier	1&4	1,032.00	
James H. Griffin	Janitor	1&4	912.00	
Lillian H. Williams	Janitress	1&4	600.00	
Addie Burris	Maid	1&4	612.00	
				\$ 12,816.00

St. Francis Hospital

Benjamin Arnoff	Resident		\$ 312.00	
Ralph H. Shilling	Resident		312.00	
Ralph R. Goldin	Intern		125.00	
Robert G. Smith	Intern		125.00	
Thomas E. Fox	Intern		125.00	
Martin M. Horowitz	Intern		125.00	
Albert C. Wyker	Intern		125.00	
William R. Calland	Intern		125.00	
Frank T. Sheehan	Intern		125.00	
				\$ 1,624.00

Total for College of Medicine..... \$423,842.00

Code:

No. 1—1 meal per day.	No. 4—Laundry of uniforms.
No. 2—2 meals per day.	No. 5—Complete maintenance.
No. 3—3 meals per day.	

COLLEGE OF PHARMACY

Bernard V. Christensen	Dean	\$ 6,120.00	
Claire A. Dye	Dean Emeritus	1,104.00	
	Professor	4,548.00	
Clarence M. Brown	Associate Professor	3,900.00	
	Assistant Professor	2,964.00	
Robert L. McMurray	Assistant Professor	2,580.00	
Charles L. Williams	Assistant Professor	2,484.00	
	Assistant (part time).....	450.00	
	Assistant (part time).....	450.00	
	Assistant (part time).....	450.00	
	Assistant (part time).....	450.00	
Mary E. Collins	Stenographer	1,188.00	
			\$ 26,688.00
Total for College of Pharmacy.....			\$ 26,688.00

COLLEGE OF VETERINARY MEDICINE

Administration

Oscar V. Brumley	Dean	\$ 3,360.00	
Marie Combs	Secretary to Dean (Stenographer)	1,332.00	
Walter R. Hobbs	Secretary of the College	No salary	
Myrta Johnston	Typist	1,056.00	\$ 8,748.00

Veterinary Anatomy

James D. Grossman	Professor	\$ 4,248.00	
Theodore C. Fitzgerald	Instructor	2,316.00	
Harry W. Mauger	Instructor	1,548.00	
Victor Gene Foust	Technical Assistant	1,116.00	\$ 9,228.00

Veterinary Medicine

Oscar V. Brumley	Professor	No salary	
Walter R. Hobbs	Professor	\$ 4,266.00	
John N. Shoemaker	Emeritus Professor	828.00	
Walter R. Krill	Associate Professor	4,248.00	\$ 9,386.00

Veterinary Parasitology

R. E. Rebrassier	Professor	\$ 4,248.00	
Harold D. James	Assistant	1,512.00	
Michael Michaelides	Graduate Assistant	450.00	\$ 6,210.00

Veterinary Pathology

Leonard W. Goss	Professor	\$ 4,740.00	
John W. Mills	Instructor	2,256.00	
Eleanor Graham	Technical Assistant	1,212.00	
A. Ferner Sellers	Graduate Assistant	450.00	
Ralph D. Barner	Graduate Assistant	450.00	\$ 9,108.00

Veterinary Physiology and Pharmacology

Derwin W. Ashcraft	Associate Professor	\$ 3,072.00	
Fred Kingma	Assistant	1,848.00	\$ 4,920.00

Veterinary Research

Bruce H. Edington	Professor	\$ 216.00	
Oscar V. Brumley	Professor	No salary	
Arthur F. Schalk	Professor	No salary	
R. E. Rebrassier	Professor	No salary	
John Helwig	Instructor	No salary	\$ 216.00

Veterinary Preventive Medicine

Arthur F. Schalk	Professor	\$ 5,676.00	
John Helwig	Instructor	1,680.00	\$ 7,356.00

Veterinary Surgery and Clinics

Willard F. Guard	Professor	\$ 6,132.00	
Edward T. Marsh	Assistant Professor	2,016.00	
John H. Knapp	Instructor	2,736.00	
Roy E. Nichols	Instructor	2,460.00	
Renna A. White	Bookkeeper	1,212.00	
Clarence Lester	Groom	1,284.00	
Robert Millington	Groom	1,272.00	
Martin Stapleton	Groom	1,236.00	\$ 18,348.00

Total for College of Veterinary Medicine..... \$ 73,470.00

GRADUATE SCHOOL

Alpheus W. Smith	Dean	\$ 7,128.00
Alice A. Moran	Secretary to Graduate School (Stenographer)	3,060.00
Marian E. Watjen	Secretary to the Dean	1,512.00
Catherine M. Welch	Stenographer	1,212.00
Geraldine Blair	Clerk	1,092.00
Grace Lowry Moran	Assistant to Dean	1,320.00
John H. Blomquist	Fellow	500.00
Neil W. Chamberlain	Fellow	500.00
Bernard J. Covner	Fellow	500.00

Louis D. Ellsworth	Fellow	500.00	
Eugene K. Falls	Fellow	500.00	
George R. Ferguson	Fellow	500.00	
Leslie Wm. Gysel	Fellow	500.00	
Elmer J. Scott	Fellow	500.00	
Lawrence A. Ringenberg	Fellow	500.00	
Atherton M. Whaley	Fellow	500.00	
Francis A. Wingate	Fellow	500.00	
Richard H. Armitage	Scholar	300.00	
Frank W. Bailey	Scholar	300.00	
Frederic J. Baur, Jr.	Scholar	300.00	
Robert T. Bean	Scholar	300.00	
Roy F. Butler	Scholar	300.00	
Ralph F. Carl	Scholar	300.00	
Harold A. Farrell	Scholar	300.00	
LeRoy C. Ferguson	Scholar	300.00	
Lowell W. Herron	Scholar	300.00	
Marvin Hoffenberg	Scholar	300.00	
Irene Rosenfeld	Scholar	300.00	
William J. Truxal	Scholar	300.00	
Stanley T. Vandersall	Scholar	300.00	
Nelson Wax	Scholar	300.00	
Winston R. Weisman	Scholar	300.00	
	Scholar (special)	50.00	
			\$ 25,374.00
Total for Graduate School.....			\$ 25,374.00

PRESIDENT'S DIVISION

Broadcasting Station

Robert C. Higgy	Director	\$ 4,092.00	
William F. Heimlich	Program Supervisor	2,760.00	
C. Wilbert Pettegrew	Production Supervisor	2,508.00	
A. L. Hammerschmidt	Technical Supervisor	2,268.00	
Ann Charles	Music Supervisor	1,800.00	
H. Neil Black	Radio Operator	1,800.00	
Joseph H. Wack	Radio Operator	1,512.00	
	Radio Operator	1,500.00	
J. Phil Doelker	Announcer	1,800.00	
	Announcer	1,500.00	
F. Page Boyer	Assistant Announcer (2 mos.)	230.00	
	Assistant Announcer (9 mos.)	270.00	
	Assistant Operator (3 mos.)	330.00	
	Assistant Operator (9 mos.)	315.00	
	Assistant Operator	300.00	
John Norman	News Assistant	420.00	
Dorothy L. Hahn	Stenographer	1,140.00	
Crystal Barker	Stenographer	972.00	
			\$ 25,469.00

Library

Earl N. Manchester	Librarian	\$ 5,676.00	
Lillian Van Harlingen	Secretary to Librarian	2,316.00	
Anna M. Green	Accession Librarian	2,652.00	
Maud D. Jeffrey	Reference Librarian	3,072.00	
Alice D. McKee	Assistant Reference Librarian	2,460.00	
William R. Janeway	Assistant Reference Librarian	2,388.00	
Gladys J. Capell	Library Reference Assistant	2,016.00	
Bertha M. Schneider	Catalog Librarian	3,120.00	
Ena Oertli	Cataloging Reviser	2,616.00	
Maude E. Avery	Cataloger	2,412.00	
Agnes B. Flanagan	Cataloger	2,316.00	
Margaret Oldfather	Cataloger	2,112.00	
Lilian H. Rose	Cataloger	2,028.00	
Merle C. Derrenbacher	Cataloger	1,812.00	
Frances E. Elliott	Cataloger	1,512.00	
Adele T. Aungst	Cataloger	1,212.00	
Evelyn Baker	Cataloger	1,212.00	
E. Christine Hawkinson	Cataloger (8 mos.)	800.00	
Dorothy Mae Reuss	Bibliographer	1,812.00	
J. Donald Wasson	Stack Supervisor	1,620.00	
Ilse Wilhelmi	Supervisor—Department Libraries	2,772.00	

Helen L. Edmondson	Librarian—Education	2,520.00
Mildred V. Watson	Librarian—Commerce	2,004.00
Ethel M. Miller	Librarian—Botany	1,612.00
Gladyce Scott	Library Assistant	1,692.00
Ellen Michael	Library Assistant	1,668.00
Lillian Michaelis	Library Assistant	1,596.00
Jane Kintner	Library Assistant	1,572.00
Esther Stroedter	Library Assistant	1,612.00
Gertrude W. Nesbitt	Library Assistant	1,416.00
Marie Hopkins	Library Assistant	1,320.00
Lela Sinkey	Library Assistant	1,212.00
Helen DeSelm	Library Assistant	1,212.00
Eldra Hartley	Library Assistant	1,212.00
Margaret B. Millett	Library Assistant	1,188.00
Mary E. Cowles	Library Assistant	1,152.00
Doris S. Kohn	Library Assistant	1,152.00
Georgiana Brawley	Library Assistant	1,092.00
Grace G. Scott	Library Assistant	1,092.00
Eleanor Olney	Library Assistant	1,092.00
Marian Estep	Library Assistant	1,080.00
Anne McLaughlin	Library Assistant	1,032.00
Dorothy E. Krepps	Library Assistant	1,032.00
Emily Sullivan	Library Assistant	1,032.00
John B. Stratton	Library Assistant	1,020.00
Nadine Beatty Phillian	Library Assistant	912.00
Pauline Ramsey	Library Assistant	912.00
Norman O. Pierce	Library Assistant	912.00
Helen Robuck	Library Assistant	912.00
Marian Sloane	Library Assistant	912.00
Marian Hollingshead	Library Assistant	912.00
Frances Earhart	Library Assistant	912.00
J. Marguerite Thut	Library Assistant	912.00
Ada Carver	Library Assistant	912.00
Mary E. Riegger	Library Assistant	888.00
Barbara A. Boughton	Library Assistant	852.00
Muriel A. Thornhill	Library Assistant	804.00
Ruth Harrison	Library Assistant	672.00
Helen Hunt Marquand	Library Assistant	612.00
Mary Stanton	Library Assistant	912.00
Elmer V. English	Bookbinder	2,520.00
Gertrude Roehrer	Binderywoman	372.00
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		\$ 96,188.00

Military Science

Otto L. Brunzell	Professor and Commandant	\$ 500.00
G. L. Townsend	Professor Emeritus of Military Science and Tactics	No salary
Paul A. Barry	Associate Professor, Adjutant, Custodian of Military Property	2,232.00
Dorothy O. Smith	Stenographer	1,212.00
Gene Alyce Grimes	Stenographer	1,032.00
Margaret Foster	Stenographer	972.00
Charles A. Beaucond	Assistant Professor	240.00
James F. Brooke, Jr.	Assistant Professor	240.00
Martin H. Burckes	Assistant Professor	240.00
Ralph J. Canine	Assistant Professor	240.00
Charles W. Cowles	Assistant Professor	240.00
James A. Dorst	Assistant Professor	240.00
Escalus E. Elliott	Assistant Professor	240.00
Halstead C. Fowler	Assistant Professor	240.00
John G. Howard	Assistant Professor	240.00
Douglas V. Johnson	Assistant Professor	240.00
Harold A. Kurstedt	Assistant Professor	240.00
Joseph L. Langevin	Assistant Professor	240.00
Douglas Page	Assistant Professor	240.00
Harvey K. Palmer, Jr.	Assistant Professor	240.00
William E. Potter	Assistant Professor	240.00
Lyle E. Seeman	Assistant Professor	240.00
Alexander R. Sewall	Assistant Professor	240.00
Allan E. Smith	Assistant Professor	240.00
John C. Strickler	Assistant Professor	240.00
Edwin F. Shaffer	Assistant Professor	240.00
John M. Williams	Assistant	240.00
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		\$ 10,988.00

Physical Education for Men

L. W. St. John	Professor\$	5,616.00
Delbert Oberteuffer	Professor	5,124.00
F. R. Castleman	Professor	3,612.00
Francis A. Schmidt	Professor	1,012.00
Willard P. Ashbrook	Associate Professor	3,072.00
Walter E. Duffee	Associate Professor	2,424.00
Samuel H. Cobb	Assistant Professor	3,684.00
Glenn W. Howard	Assistant Professor	3,588.00
Richard C. Larkins	Assistant Professor	3,492.00
Bernard F. Mooney	Assistant Professor	2,460.00
Michael Peppe	Assistant Professor	2,460.00
Richard E. Stultz	Instructor	2,268.00
Carl J. Wirthwein	Instructor	2,064.00
Herman L. Wirthwein	Instructor	1,548.00
Frank A. Riebel	Instructor (part time)	300.00
Franz Hoskins	Graduate Assistant	450.00
Robert Kretchmar	Graduate Assistant	450.00
Henry G. Cleaveland, II	Student Assistant	300.00
Milton Overholt	Student Assistant	300.00
Benjamin E. Carroll	Stenographer	1,812.00
Marie J. Manning	Stenographer (part time)	972.00
John E. Pryor	Assistant	648.00
Delbert Oberteuffer	Professor	1,000.00
Francis A. Schmidt	Professor	450.00
C. C. Cowell	Associate Professor	450.00
Willard P. Ashbrook	Associate Professor	400.00
Floyd Stahl	Instructor	350.00
Walter E. Duffee	Associate Professor	200.00
			<hr/>
			\$ 50,506.00

Physical Education for Women

Gladys E. Palmer	Professor and Chairman\$	4,296.00
Shirley Armstrong	Professor	1,860.00
Violet C. Boynton	Associate Professor	3,072.00
Eather Gilman	Assistant Professor	2,532.00
Geneva Watson	Assistant Professor	2,364.00
Jennette A. Stein	Assistant Professor	2,268.00
Charlotte Winnemore	Assistant Professor	1,524.00
Mary M. Yost	Instructor	1,348.00
Virginia Bone	Instructor	1,348.00
Roberta Westhafer	Instructor	1,348.00
Mary Dillon Creamer	Instructor	1,728.00
Ruth Hook	Instructor	1,728.00
	Graduate Assistant	450.00
	Graduate Assistant	450.00
Martha A. King	Assistant	1,008.00
Eleanor Anawalt	Accompanist	972.00
Lucy S. Tingley	Stenographer	1,272.00
Maxine B. Longenecker	Stenographer	924.00
Lissie Jane McBane	Matron	876.00
Anna Mae Moss	Maid	696.00
Gladys E. Palmer	Professor	500.00
Hazel D. Rex	Professor	500.00
Violet Boynton	Associate Professor	400.00
Geneva Watson	Assistant Professor	375.00
			<hr/>
			\$ 25,339.00

Franz Theodore Stone Laboratory

Thomas H. Langlois	Director\$	6,120.00 and house*
* House is property of the U. S. Bureau of Fisheries.			
Charles F. Walker	Associate Professor	3,588.00
David C. Chandler	Assistant Professor of		
	Limnology	3,180.00
Theodore H. Phillips	Caretaker	1,812.00 and house
Earnest H. Miller	Assistant Caretaker	1,512.00
William S. McArtor	Stenographer (male)		
	(part time)	1,092.00
Anthony Kindt	Laborer	525.00
Raymond C. Osburn	Professor of Ichthyology	375.00
Ralph V. Bangham	Professor of Parasitology	300.00
William F. Hahnert	Associate Professor	600.00
Earl L. Core	Associate Professor of Botany	600.00
Bernard S. Meyer	Associate Professor	600.00
Marion W. Boesel	Assistant Professor of		
	Entomology	500.00

Frederick E. Lyman	Assistant Professor of Entomology	300.00	
Clarence E. Taft	Assistant Professor	300.00	
Bertil G. Anderson	Assistant Professor	600.00	
L. R. Wilson	Lecturer	100.00	
W. C. Muenscher	Lecturer	100.00	
Edward N. Transeau	Lecturer	100.00	
Pearl C. Chandler	Librarian	600.00	
			\$ 22,904.00
Total for President's Division.....			\$241,394.00

ADMINISTRATIVE DIVISION

President's Office

Howard L. Bevis	President	\$ 15,000.00	and house
George W. Rightmire	President Emeritus	3,660.00	
William McPherson	President Emeritus	3,600.00	
J. L. Morrill	Vice President	9,000.00	
Katherine A. Vogel	Executive Clerk	3,072.00	
June D. Moore	Typist	1,692.00	
Naomi S. Waggy	Typist	1,692.00	
George W. Eckelberry	Director of Summer Quarter....	756.00	
			\$ 38,472.00

Business Office

Carl E. Steeb	Secretary of Board of Trustees and Business Manager.....	\$ 6,120.00	and house
Katharine C. Taylor	Chief Clerk (Office Assistant) ..	2,100.00	
Adah P. Riggin	Stenographer	1,512.00	

Purchasing Department

R. M. Royer	Purchasing Agent	4,812.00
George H. Siebert	Assistant Purchasing Agent (Bookstore Manager)	4,716.00
Mary E. Duffy	Stenographer	2,280.00
Katherine R. Mueller	Clerk	1,572.00
	Typist	972.00
	Typist	972.00

Accounting Department

Charles A. Kuntz	Comptroller	5,124.00	
Charley F. Miller	Assistant Comptroller	3,212.00	
George F. Fischer	University Accountant	2,496.00	
	Clerk	1,332.00	
Mary Kraus	Personnel Clerk (Auditor)	2,280.00	
Velma I. Pollock	Typist	1,092.00	
Floris D. Hane	Cashier (Typist)	2,340.00	
Marian Evans	Typist	1,632.00	
Dwight D. Guerin	Auditor (Inventory Clerk)	2,880.00	
	Assistant to Auditor	1,800.00	
Eileen M. Knipfer	Typist	1,212.00	
Anna L. O'Rourke	Stenographer	1,332.00	
Beulah T. Geib	Comptometer Operator	1,032.00	
Imogene Wilson	Comptometer Operator	972.00	
Helen Hedges	Typist	972.00	
Janet Foster	Typist	972.00	
Mildred Scott	Clerk	2,100.00	
Marjorie Kirkpatrick	Typist	1,152.00	
Mildred Trego	Typist	1,152.00	
Albert L. White	Inventory Clerk	1,872.00	
Samuel T. Price	Assistant Inventory Clerk	1,572.00	
Edna Fay	Clerk	1,272.00	
			\$ 65,856.00

Registrar's Office

Edith D. Cockins	Registrar, University Editor and Secretary of Faculty.....	\$ 5,208.00
Helen M. Clarke	Assistant Registrar	3,600.00
Ethyl Woodbury	Chief Schedule Clerk (Assistant to Registrar)	2,784.00
Bonnie Woodbury	Chief Transcript Clerk (Assistant to Registrar)	1,896.00
Ruth E. Agler	Assistant to Registrar	2,028.00
Josephine Richardson	Assistant to Registrar	1,716.00
Marguerite J. Fox	Assistant to Registrar	1,560.00

Mildred O. Williams	Assistant to Editor (Assistant to Registrar).....	1,560.00	
Dorothy C. Sinkey	Assistant to Editor (Assistant to Registrar).....	1,464.00	
Doris C. Swan	Assistant to Editor (Assistant to Registrar).....	1,332.00	
Marguerite Buchanan	Recorder (Assistant to Registrar).....	1,380.00	
Floy Core	Assistant to Registrar.....	1,380.00	
Dorotha Buckley	Assistant to Registrar.....	1,260.00	
Lucia Little Lee	Statistics Clerk (Assistant to Registrar).....	1,236.00	
Melba Griffin	Assistant to Registrar.....	1,092.00	
Frances Jean Coultrap	Assistant to Registrar.....	1,092.00	
Margaret Bazler	Assistant to Registrar.....	1,080.00	
Eleanor Bricker	Assistant to Registrar.....	1,032.00	
Lou Mesloh	Assistant to Registrar.....	1,032.00	
Kathryn Ferguson	Assistant to Registrar.....	1,032.00	
Helen Allison	Assistant to Registrar.....	1,032.00	
Cleo E. Patterson	Assistant to Registrar.....	1,032.00	
Dorothy McClelland	Assistant to Registrar.....	1,032.00	
Ethel V. Evans	Assistant to Registrar.....	1,032.00	
Mary N. Thomas	Assistant to Registrar.....	1,032.00	
Miriam Long	Stenographer	1,632.00	
			\$ 43,620.00
<i>Entrance Board</i>			
Bland L. Stradley	University Examiner	No salary	
Howard C. Ginn	Assistant University Examiner in charge	\$ 8,240.00	
Mary E. Morris	Assistant University Examiner (Clerk)	2,328.00	
Adeline Underwood	Clerk	1,896.00	
Leona Freshwater	Stenographer	1,212.00	
Marie Mincks Pfahl	Stenographer	1,092.00	
Ruth H. Adkins	Stenographer	1,044.00	
Pauline Wittwer	Stenographer	984.00	
Frances E. Naylor	Assistant	972.00	
	Clerks—part time	1,783.00	
			\$ 14,551.00
<i>Dean of Men</i>			
Joseph A. Park	Dean of Men.....	\$ 4,608.00	
Frederick Stecker	Assistant Dean of Men.....	2,760.00	
Arthur M. Wellington	Assistant Dean of Men and Di- rector, Men's Housing Bureau	2,172.00	
Mary E. Gates	Stenographer	1,092.00	
Catherine Dolby Skidmore	Auditor, Student Organizations.	864.00	
Delber Kinsel	Auditor of Fraternity Accounts and Assistant Dean of Men..	No salary	
Thomas Davis	Assistant Fraternity Auditor...	No salary	
Alma E. Stull	Sorority Auditor	No salary	
Leota Gibson	Stenographer	No salary	
Arlene Fouty	Stenographer	No salary	
			\$ 11,496.00
<i>Dean of Women</i>			
Esther Allen Gaw	Dean of Women.....	\$ 4,380.00	
Grace S. M. Zorbaugh	Associate Dean	3,624.00	
Miriam Lois Latta	Assistant to Dean.....	1,368.00	
Daisy Roskopf Denuene	Assistant to Dean.....	984.00	
Dorothy L. Downing	Stenographer	984.00	
			\$ 11,340.00
<i>Stores and Receiving</i>			
Fred E. Jones	Director	\$ 4,200.00	
Blanche Sullivan	Clerk	1,872.00	
Margaret R. Schureman	Clerk	1,392.00	
Nellie Dean	Typist	912.00	
Harry Sanders	Laborer	1,500.00	
Frank Langworthy	Laborer	1,356.00	
Irven C. Brown	Laborer	1,332.00	
Floyd Allen	Laborer	1,332.00	
George W. Hopper	Laborer	1,032.00	

Clarence Moore	Laborer	972.00	
	Laborer	906.00	
James T. Lawson	Checking Clerk (6 mos.)	906.00	
			\$ 17,712.00
Total for Administrative Division			\$203,047.00

GENERAL DIVISION

<i>Alumni Records</i>			
John B. Fullen	Director of Alumni Records....	No salary	
Betty B. Shepherd	Assistant to Director.....	\$ 1,512.00	
Elizabeth Harley	Assistant to Director.....	1,212.00	
Jane Little	Typist	972.00	
	Typist	972.00	
			\$ 4,668.00
<i>Industrial Research</i>			
Albert R. Olpin	Professor, Director of Industrial Research and Field Director of Engineering Experiment Sta- tion	\$ 6,504.00	
	Clerk	972.00	
			\$ 7,476.00
<i>Mailing Department</i>			
	Addressograph Operator	\$ 1,212.00	
	Clerk (6 months).....	1,164.00	
	Clerk	972.00	
Ernest Ford	Mail Carrier (Janitor).....	1,320.00	
G. J. Hoesch	Clerk (Janitor) (6 mos.).....	582.00	
			\$ 5,250.00
<i>News Bureau</i>			
Harold Schellenger	Director	\$ 3,684.00	
Josephine B. Reed	Clerk	1,452.00	
	Assistant	320.00	
			\$ 5,456.00
<i>Ohio Biological Survey</i>			
Elizabeth A. Davis	Office Assistant (part time)....	\$ 360.00	
	Assistant	600.00	
			\$ 960.00
<i>Telephone Exchange</i>			
Katherine Napier McKee	Telephone Operator	\$ 1,692.00	
Margaret M. O'Neill	Telephone Operator	1,032.00	
Anna Yokum	Telephone Operator	912.00	
	Telephone Operator	912.00	
	Telephone Operator (student) ..	300.00	
	Telephone Operator (student) ..	300.00	
			\$ 5,148.00
<i>Typewriter Repair Service</i>			
Volfred Rich	Mechanic (Typewriter Repair) \$	1,392.00	\$ 1,392.00
<i>University Health Service</i>			
William A. Humphrey	Assistant Physician	\$ 1,356.00	\$ 1,356.00
Total for General Division			\$ 31,706.00

PHYSICAL PLANT

<i>Superintendent's Office</i>			
Paul H. Elleman	Maintenance Engineer	\$ 4,608.00	and house
William C. McCracken	Chief Engineer	3,500.00	
Earl R. Cohee	Clerk	2,472.00	
Neville Babbert	Clerk	1,272.00	
Ruth Distelzweig	Stenographer	1,332.00	
Alice Glick	Stenographer	1,212.00	
			\$ 14,396.00
<i>Betterment of Buildings—Carpenters</i>			
Allen H. Sipple	Foreman (Carpenter)	\$ 2,412.00	
Carl Glade	Carpenter	1,992.00	
Lawrence Kurfiss	Carpenter	1,992.00	
John Scholten	Carpenter	1,992.00	
Fred Uhle	Carpenter	1,992.00	
Fred Moore	Carpenter's Helper	1,512.00	
			\$ 11,892.00

Betterment of Buildings—Painters

Max Lehman	Foreman (Painter)	\$ 2,472.00	
Earling C. Howard	Painter	1,872.00	
Otis Betts	Painter	1,872.00	
Herbert A. Jergens	Painter	1,872.00	
Albert H. Thoma	Painter	1,872.00	
L. A. Christian	Painter	1,812.00	
Arthur Lewis	Painter	1,752.00	
Laurence A. Jennings	Plasterer	1,872.00	
			\$ 15,896.00

Betterment of Buildings—Tinner's

Harry R. Johnson	Tinner	\$ 2,232.00	
John R. Combs	Tinner's Helper	1,572.00	
Leo N. Bevard	Tinner's Helper	1,212.00	
			\$ 5,016.00

General Utility Service

Charles Feil	Refrigeration Mechanic	\$ 2,412.00	
Harry Fisher	Utility Man	2,172.00	
William J. Murray	Auto Painter	1,992.00	
Charles Baker	Carpenter	1,992.00	
John G. Birle	Handyman	1,452.00	
			\$ 10,020.00

Light, Heat and Power—Generation

Glenn E. Haney	Superintendent of Power Plant	\$ 3,182.00	
William H. Case	Assistant Chief Engineer	2,292.00	
Ross Smeltzer	Maintenance Mechanic	2,172.00	
George Nye	Steamfitter—Boilerman	2,172.00	
Elmer E. Cavender	Electrician	2,172.00	
H. P. Cassidy	Boiler Repairman Helper	1,512.00	
Eugene L. Reeder	Clerk	1,212.00	
William Anderson	Craneman	1,932.00	
Thomas Findlay	Crane Helper	1,932.00	
Joseph Dill	Stationary Engineer	1,932.00	
Clarence Snider	Engineer	1,932.00	
Charles Dick	Engineer	1,932.00	
Joseph Temple	Engineer	1,932.00	
William P. Reed	Fireman	1,752.00	
Lester A. Hall	Fireman	1,752.00	
William D. Moody	Fireman	1,632.00	
J. L. Johnston	Pumpman	1,572.00	
LeRoy V. Roberts	Pumpman	1,392.00	
D. Winters	Fireman's Helper	1,356.00	
C. L. Mincer	Fireman's Helper	1,356.00	
Frank High	Fireman's Helper	1,356.00	
H. J. Roberson	Ashwheeler	1,356.00	
Domenico Bennedetto	Ashwheeler	1,356.00	
John Kelley	Ashwheeler	1,272.00	
Ralph R. Reese	Ashwheeler	1,272.00	
Charles Woodford	Laborer	1,692.00	
Norman Thompson	Laborer	1,356.00	
Ralph E. Walters	Laborer	1,356.00	
Oliver James	Laborer	1,272.00	
Otis D. Black	Student Chemist	432.00	
			\$ 49,248.00

Light, Heat and Power—Electricians

George Dillahunt	Foreman (Electrician)	\$ 2,592.00	
Glenn Stody	Electrician	1,932.00	
Etnair Lanning	Electrician	1,932.00	
Floyd Heischman	Electrician	1,932.00	
	Electrician	1,932.00	
	Electrician	1,932.00	
Myron M. Rankin	Electrician	1,836.00	and house
Clinton T. Fippin	Assistant Electrician	1,932.00	
Robert A. Nitsche	Electrician Apprentice	1,332.00	
Robert Murphy	Handyman	2,052.00	
			\$ 19,404.00

Light, Heat and Power—Machinists

William E. Eckenrode	Foreman Machinist	\$ 2,232.00	
Arthur Peglar	Mechanic	1,932.00	
Grover R. Murdock	Blacksmith	1,692.00	
John McCormick	Blacksmith's Helper	1,332.00	
Everett Salzgeber	Machinist Helper	1,212.00	
			\$ 8,400.00

Light, Heat and Power—Steamfitters and Plumbers

George E. Shepherd	Foreman (Steamfitter)	\$ 2,712.00	
John Schweizer	Night Troubleman	2,172.00	
Samuel R. Sher	Heat Regulating Man	1,932.00	
Henry C. Herdt	Steamfitter	2,412.00	
Michael J. Yeager	Steamfitter	1,872.00	
Felix Kearney	Steamfitter	1,932.00	
C. Knoblauch	Steamfitter's Helper	1,932.00	
Michael J. Devlin	Engineman—Power and Refrigeration	1,692.00	
Earl Anthony	Plumber	2,412.00	
Polk J. Tennant	Plumber	2,412.00	
Harry Berlin	Plumber	2,112.00	
E. E. Inseho	Plumber's Apprentice	1,932.00	and house
Arthur J. Schmidt	Plumber's Apprentice	1,932.00	
Ralph Bobb	Plumber's Assistant	1,752.00	
	Plumber's Helper	1,212.00	
	Fireman (7 mos.)	840.00	
	Fireman (5 mos.)	600.00	
			\$ 31,860.00

Police and Watchmen

William North	Day Policeman	\$ 1,752.00	
Hollis S. Brown	Night Policeman	1,512.00	
Charles G. Kalb	Policeman	1,512.00	
James Luther Beck	Policeman (Day)	1,452.00	
O. D. Conway	Night Supervisor	1,512.00	
Solomon D. Isenngale	Night Watchman	1,332.00	
Ellis Belcher	Night Watchman	1,332.00	
Lewis J. Dale	Night Watchman	1,332.00	
Milton C. Rainier	Night Watchman	1,332.00	
Frank Zollinger	Night Watchman	1,332.00	
Frank Deshler	Night Watchman	1,332.00	
Claude G. Ford	Night Watchman	1,272.00	
Floyd J. Dober	Night Watchman	1,272.00	
Thomas S. Woolley	Night Watchman	1,272.00	
Arthur J. Corcoran	Night Watchman	1,272.00	
	Night Watchman (3 mos.)	300.00	
			\$ 21,120.00

Roads and Grounds

Henry B. Sherman	Assistant Maintenance Engineer	\$ 2,772.00	
John E. Hussey	Landscape Gardener (part time)	1,800.00	
Robert Graham	Engineer's Helper	1,452.00	
Frank McDonald	Gardener	1,332.00	
William W. Bischoff	Laborer	1,692.00	
Luther F. Ealy	Laborer	1,452.00	
Lewis J. Feiber	Laborer	1,392.00	
Joseph McGuire	Laborer	1,392.00	
John Bugno	Laborer	1,332.00	
Felix Coletta	Laborer	1,332.00	
Paul Pinther	Laborer	1,332.00	
Thomas E. Froggatt	Laborer	1,332.00	
Adolf Singenstreu	Laborer	1,332.00	
John Wycuff	Laborer	1,332.00	
Paul H. Althoff	Laborer	1,332.00	
Albert B. McConaha	Laborer	1,272.00	
Val Boehm	Laborer (7 mos.)	630.00	
Isaac Harris	Laborer (7 mos.)	630.00	
			\$ 25,140.00

Roads and Grounds—Garage

Howard McDonald	Auto Mechanic	\$ 1,992.00	
Leo Moran	Assistant Auto Mechanic (Truck Driver)	1,452.00	
John Wilson Coe	Truck Driver	1,332.00	
J. McKinley Stewart	Laborer	1,572.00	
C. D. Lowry	Laborer	1,332.00	
			\$ 7,680.00

Janitor Service

Thurman W. Cann	Foreman of Janitors	\$ 1,812.00	
Nelson Weiler	Inspector of Janitors	1,392.00	
Edgar McGhee	Inspector of Janitors	1,392.00	
Cecil C. Dysart	Natatorium Orderly	1,512.00	
Jay J. Farrell	Handyman	1,572.00	
Lawrence B. Clay	Window Washer	1,392.00	

Earl LaValley	Window Washer	1,272.00
Irvin L. Walker	Floor Waxer	1,392.00
Herbert DeLong	Floor Waxer	1,212.00
Homer C. Batey	Towel Man	1,272.00
Earl M. Bilderback	Janitor	1,452.00
J. R. Butler	Janitor	1,452.00
John M. Conti	Janitor	1,452.00
C. M. Fealer	Janitor	1,452.00
Clifford Gabert	Janitor	1,452.00
Fred Henkel	Janitor	1,452.00
Fred Henning	Janitor	1,452.00
George Perkins	Janitor	1,452.00
Forrest Spencer	Janitor	1,452.00
William Todd	Janitor	1,452.00
Edward J. Tyne	Janitor	1,452.00
John M. Wallace	Janitor	1,452.00
Thad S. Blackwood	Janitor	1,392.00
Fred Cardosi	Janitor	1,392.00
John Conti	Janitor	1,392.00
F. B. Cross	Janitor	1,392.00
William Daehler	Janitor	1,392.00
Benjamin F. Davis	Janitor	1,392.00
J. E. Doebele	Janitor	1,392.00
August J. Frank	Janitor	1,392.00
Cary M. Huston	Janitor	1,392.00
Charles E. Klinck	Janitor	1,392.00
George N. Latremore	Janitor	1,392.00
Francy McGinnis	Janitor	1,392.00
Harry E. Munk	Janitor	1,392.00
Joseph M. Peyton	Janitor	1,392.00
Ray D. Stewart	Janitor	1,392.00
Frank J. Then	Janitor	1,392.00
Albert N. Tracy	Janitor	1,392.00
Louis E. Walters	Janitor	1,392.00
W. J. Whalen	Janitor	1,392.00
William H. Williams	Janitor	1,392.00
Willis Abbott	Janitor	1,332.00
Charles Bentz	Janitor	1,332.00
Pasquale Caldararo	Janitor	1,332.00
Domenico Capretta	Janitor	1,332.00
Joe Forchheski	Janitor	1,332.00
George R. Grover	Janitor	1,332.00
James E. Harrington	Janitor	1,332.00
Will G. Howard	Janitor	1,332.00
Robert E. Johnson	Janitor	1,332.00
Leonard F. Jordan	Janitor	1,332.00
Herman Kaufman	Janitor	1,332.00
Patrick J. Keenan	Janitor	1,332.00
Douglas B. Lindsley	Janitor	1,332.00
George W. Newman	Janitor	1,332.00
Joseph Schrader	Janitor	1,332.00
Oliver Smith	Janitor	1,332.00
John Tordiff	Janitor	1,332.00
William Wolfe	Janitor	1,332.00
Walter Bailey	Janitor	1,308.00
Lee Farrell Alkire	Janitor	1,272.00
William Cavanaugh	Janitor	1,272.00
Edward J. Long	Janitor	1,272.00
John B. Truitt	Janitor	1,272.00
Robert L. Albright	Janitor	1,212.00
Joe B. Altier	Janitor	1,212.00
Harry W. Baughman	Janitor	1,212.00
Charles Bell	Janitor	1,212.00
Hilas B. Boyer	Janitor	1,212.00
Charles O. Burnette	Janitor	1,212.00
Grover W. Childers	Janitor	1,212.00
Carl K. Conrad	Janitor	1,212.00
Leonard DeLong	Janitor	1,212.00
Edward H. Dixon	Janitor	1,212.00
William Fuller	Janitor	1,212.00
Joseph J. Green	Janitor	1,212.00
Lawrence J. Hahn	Janitor	1,212.00
Ray Harvey Hood	Janitor	1,212.00
Donald Hoskinson	Janitor	1,212.00
Saul W. James	Janitor	1,212.00

Robert H. Johnson	Janitor	1,212.00
Robert J. Lamb	Janitor	1,212.00
Melvin L. Moorehead	Janitor	1,212.00
Clinton Mulford	Janitor	1,212.00
Herman D. Palmer	Janitor	1,212.00
Homer J. Palmer	Janitor	1,212.00
Harry Reigel	Janitor	1,212.00
John P. Riffle	Janitor	1,212.00
Edwin M. Schwartz	Janitor	1,212.00
S. Sexton	Janitor	1,212.00
Charles P. Smith	Janitor	1,212.00
Merle E. Smith	Janitor	1,212.00
Philip Truax	Janitor	1,212.00
George Watkins	Janitor	1,212.00
James W. Weaver	Janitor	1,212.00
Frederick R. Welsh	Janitor	1,212.00
John W. Wilcoxon	Janitor	1,212.00
Oliver S. Witham	Janitor	1,212.00
LeRoy D. Wise	Janitor	1,212.00
Paul R. Wyman	Janitor	1,212.00
Monroe Walters	Janitor (10 mos.)	850.00
	Janitor	1,820.00
	Janitor	1,272.00
Grace N. Stewart	Janitress	972.00
Viola Parsley	Janitress	972.00
Mabel C. Berry	Janitress	972.00
Elizabeth Hollis	Janitress	972.00
Nellie Rhoades	Janitress	912.00
Alice Thompson	Janitress	912.00
Hettie Hampton	Janitress	912.00
Hattie Lake	Janitress	912.00
John Henry Franz	Elevator Operator	732.00
Ellsworth P. Swickard	Elevator Operator	732.00
M. F. Cooney	Janitor (retired)	860.00
		<hr/>
		\$146,390.00

Laundry

Joseph E. Fultz	Laundry Foreman	\$ 1,812.00
Harry C. Hoy	Laundrer	1,332.00
H. M. Billingsley	Laundry Truck Driver	1,332.00
Clara Reichelderfer	Laundress	936.00
Dora Henry	Laundress	936.00
Mayme Becker	Laundress	900.00
Stella Fitzsimmons	Laundress	900.00
Maude Livingston	Laundress	900.00
Rose Long	Laundress	900.00
Mildred Mercer	Laundress	900.00
Naomi Minturn	Laundress	900.00
Maudie Norris	Laundress	900.00
May Rees	Laundress	900.00
Inez Toy	Laundress	900.00
Elizabeth Westenhaver	Laundress	900.00
		<hr/>
		\$ 15,348.00

University Architect

H. Dwight Smith	Professor of Architecture	\$ 6,612.00
Harry F. Reichard	Associate University Architect (Chief Draftsman)	4,104.00
Marion A. Carter	Architectural Engineer	3,312.00
Robert D. Rush	Planning Officer	1,812.00
Elsie Edwards	Clerk	1,332.00
		<hr/>
		\$ 17,172.00

Total for Physical Plant..... \$898,482.00

ROTARY AND MISCELLANEOUS BUDGETS**F-9 Farm Marketing**

Arthur R. Mangus	Associate Professor	\$ 400.00
John H. Sitterley	Assistant Professor	1,224.00
Phil S. Eckert	Research Assistant	1,209.00
P. P. Wallrabenstein	Assistant	540.00
R. H. Blosser	Assistant	528.00
I. W. Moomaw	Research Assistant	270.00

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Robert C. Headington	Research Assistant	135.00	
	Graduate Assistant	450.00	
	Graduate Assistant	450.00	
Lucile Mays	Stenographer (part time).....	540.00	
Kathleen Cooney	Stenographer (part time).....	324.00	
			\$ 6,070.00
<i>F-9 Bureau of Special Education</i>			
Irene E. Kinley	Assistant to Director ($\frac{1}{2}$ salary—3 mos.; full salary—9 mos.).....	\$ 2,016.00	\$ 2,016.00
<i>College of Agriculture</i>			
<i>Administration</i>			
Ruth L. Smith	Stenographer	1,032.00	
Mary L. Walker	Stenographer (part time).....	600.00	
Flo Bailey	Stenographer (part time).....	540.00	
Rose Mary Rotondo	Stenographer (part time).....	480.00	
Barbara Armstrong	Stenographer (part time).....	120.00	
			\$ 2,772.00
<i>Animal Husbandry</i>			
Lawrence E. Kunkle	Instructor	\$ 1,296.00	
Charles G. Hunt	Graduate Assistant	450.00	
Sam L. Hansard	Graduate Assistant	450.00	
			\$ 2,196.00
<i>Dairy Technology</i>			
T. V. Armstrong	Instructor	\$ 2,100.00	
Walter Slatyer	Instructor (part time).....	1,080.00	
Raymond Alberta	Assistant	1,800.00	
John Whitworth	Graduate Assistant	450.00	
Corinne Linek	Clerk	1,162.00	
			\$ 6,582.00
<i>Dental Clinic</i>			
Dick P. Snyder	Professor	\$ 2,196.00	
Charles W. Strosnider	Associate Professor	4,296.00	
Carl O. Boucher	Associate Professor	2,160.00	
Wilbur L. Marshall	Assistant Professor	1,212.00	
Robert E. Wade	Assistant Professor	1,212.00	
Lyle S. Pettit	Assistant Professor	1,020.00	
Harry D. Spangenberg	Instructor	2,760.00	
Robert D. McFarland	Instructor	1,848.00	
Harold K. Crow	Instructor	1,020.00	
Robert M. Appleman	Instructor	800.00	
Howard Leeper	Instructor	600.00	
Robert Mayer	Instructor (9 mos.).....	675.00	
Carl Denn	Instructor (9 mos.).....	675.00	
Agnes Warner	Assistant	1,212.00	
Barbara Johnson	Technical Assistant	1,200.00	
Emma Smith	Technical Assistant	1,032.00	
Elma Willis	Technical Assistant	972.00	
Marianne Ide Clarke	Technical Assistant	972.00	
Phyllis Mae Mooney	Technical Assistant	912.00	
Benjamin Isham	Technical Assistant	792.00	
Robert T. Trippy	Demonstrating Assistant (9 mos.)	800.00	
Karl Becker	Intern	900.00	
James J. Hill	Intern	900.00	
Edna Wallace	Stenographer	1,212.00	
Mary Edith Luethi	Stenographer	1,212.00	
Retta May Washburn	Office Assistant	972.00	
			\$ 33,562.00
<i>Bureau of Educational Research</i>			
<i>Committee on Relation of Schools and Colleges—Progressive Education Association</i>			
Allen N. Zechiel	Research Associate and Assistant Professor of Education	\$ 4,500.00	
H. Harry Giles	Research Associate and Assistant Professor of Education	3,500.00	
Samuel P. McCutchen	Research Associate and Assistant Professor of Education	3,100.00	
			\$ 11,100.00

Radio Evaluation Study—General Education Board

Norman Woelfel	Assistant Professor and Research Associate	\$ 5,000.00
Alton O'Steen	Assistant Professor and Research Associate	4,200.00
Ronald R. Lowdermilk	Assistant Professor and Research Associate	4,200.00
John H. Rowland	Assistant Professor and Research Associate	4,000.00
Seerly Reid	Research Associate	3,000.00
Gerhart D. Wiebe	Research Associate	3,000.00
John R. Miles	Research Associate	3,000.00
Irving Robbins	Research Assistant	1,500.00
Alice Beighley	Statistician	2,000.00
Margarieta Ralls	Stenographer	2,000.00
Armada Ruffner	Stenographer	1,200.00
Bernice E. Williams	Stenographer	1,200.00
Ether Rodgers	Student Stenographer	600.00
Rosemary Gregory	Clerk (part time) (8 mos.)....	150.00

\$ 35,050.00

College of Education**Secondary School Workshop—Progressive Education Association**

Lloyd A. Cook	Associate Professor	\$ 900.00
A. N. Zechiel	Assistant Professor	500.00
C. B. Mendenhall	Instructor	500.00
Orin Graff	Instructor	300.00
Edward Liss	Consultant	300.00
Mildred O. Chaplin	Assistant	200.00
Charles Boye	Assistant	200.00

\$ 2,800.00

Home Economics Nursery

	Instructor (8 mos.).....	\$ 200.00
	Assistant (part time).....	450.00
Violet I. Martin	Assistant (part time) (8 mos.)	400.00
Marion L. Carr	Assistant (part time).....	250.00
Martha Rees	Assistant (part time).....	150.00

\$ 1,450.00

Optomety Clinic

S. M. Steele	Superintendent of Dispensary...\$	900.00
Edward Ewing	Student Assistant (8 mos.)....	320.00

\$ 1,220.00

Starling-Loving Hospital**Nursing Care**

		Code	
Lucille Moore	Telephone Operator	1	\$ 912.00
Jane Ackers	General Duty Nurse	3&4	912.00
Eunice Archibald	General Duty Nurse	3&4	912.00
Alma Arney	General Duty Nurse	3&4	912.00
Virginia Bagnell	General Duty Nurse	3&4	912.00
Juanita Beall	General Duty Nurse	3&4	912.00
Virginia McD. Bender	General Duty Nurse	3&4	912.00
Lela Beck	General Duty Nurse	3&4	912.00
Gertrude M. Bent	General Duty Nurse	3&4	912.00
Dorothy Bird	General Duty Nurse	3&4	912.00
Carmela Briton	General Duty Nurse	3&4	912.00
Cecelia O. Buterbaugh	General Duty Nurse	3&4	912.00
Leota Combs	General Duty Nurse	3&4	912.00
Inez Constant	General Duty Nurse	3&4	912.00
Mildred L. Conway	General Duty Nurse	3&4	912.00
Mary Cormany	General Duty Nurse	3&4	912.00
Estelle Dennison	General Duty Nurse	3&4	912.00
Virginia Ely	General Duty Nurse	3&4	912.00
Jeanne Engeroff	General Duty Nurse	3&4	912.00
Mildred Ewing	General Duty Nurse	3&4	912.00
Marian Haag	General Duty Nurse	3&4	912.00
Louise R. Horn	General Duty Nurse	3&4	912.00
Leona James	General Duty Nurse	3&4	912.00
Eva Llewellyn	General Duty Nurse	3&4	912.00
Angela Martin	General Duty Nurse	3&4	912.00
Elsie E. Minnich	General Duty Nurse	3&4	912.00
Verda B. Mock	General Duty Nurse	3&4	912.00
Mary K. Meyer	General Duty Nurse	3&4	912.00
Mary M. Roberts	General Duty Nurse	3&4	912.00
Wanda Robinson	General Duty Nurse	3&4	912.00
Florence Sackett	General Duty Nurse	3&4	912.00

Martha E. Shelley	General Duty Nurse	3&4	912.00	
Irene Swain	General Duty Nurse	3&4	912.00	
Alice Tracy	General Duty Nurse	3&4	912.00	
Hilda Unger	General Duty Nurse	3&4	912.00	
Ada E. Vance	General Duty Nurse	3&4	912.00	
Sara Van Houten	General Duty Nurse	3&4	912.00	
Marjorie Walley	General Duty Nurse	3&4	912.00	
Mary R. Williams	General Duty Nurse	3&4	912.00	
Winifred J. Wise	General Duty Nurse	3&4	912.00	
Julia Ake	Nurses Aide	3&4	516.00	
Hortense Chapman	Nurses Aide	3&4	516.00	
Hazel Dixon	Nurses Aide	3&4	516.00	
Geraldine G. Elliott	Nurses Aide	3&4	516.00	
Rosemary Faulkner	Nurses Aide	3&4	516.00	
Edna Mae Fleisher	Nurses Aide	3&4	516.00	
Louise E. Kiener	Nurses Aide	3&4	516.00	
Virginia Klein	Nurses Aide	3&4	516.00	
Stella Lee	Nurses Aide	3&4	516.00	
Thelma McCoy	Nurses Aide	3&4	516.00	
Priscilla Jane Ring	Nurses Aide	3&4	516.00	
Margaret B. Sautter	Nurses Aide	3&4	516.00	
Elizabeth Scranton	Nurses Aide	3&4	516.00	
Carolyn R. Shepard	Nurses Aide	3&4	516.00	
				\$ 44,616.00
<i>Veterinary Clinic</i>				
Edward T. Marsh	Assistant Professor		\$ 1,488.00	
John H. Knapp	Instructor		768.00	
Frances S. Haggard	Stenographer		1,832.00	
Ray B. Auburn	Assistant Groom		1,308.00	
				\$ 4,896.00
<i>Graduate School</i>				
Roma M. Hodgson	Editorial Assistant		\$ 1,812.00	\$ 1,812.00
<i>Library</i>				
Ralph Brehm	Bookbinder		\$ 2,316.00	
Rita Buxton	Accession Assistant		2,016.00	
	Library Assistant		912.00	
Gertrude Roehrer	Binderywoman (part salary)...		804.00	
				\$ 6,048.00
<i>Intramural Athletics—General Activities Fee Fund</i>				
<i>Physical Education for Men</i>				
Leo G. Staley	Associate Professor		\$ 4,092.00	
Willard P. Ashbrook	Associate Professor		612.00	
	Associate Professor		400.00	
	Assistant Professor		400.00	
	Assistant Professor		400.00	
Evelyn B. Hunter	Intramural Assistant		1,248.00	
Alex Pulsinelli	Caretaker—Tennis Courts		1,392.00	
				\$ 8,544.00
<i>Physical Education for Women</i>				
Dorothy Sumption	Associate Professor		\$ 2,772.00	
Henrietta Cherrington	Instructor		1,848.00	
Ann Paterson	Instructor (10 mos.)		1,392.00	
	Assistant Professor		850.00	
Martha P. Hughes	Stenographer		972.00	
Frank Vari	Caretaker—Women's Field		1,332.00	
Mary R. Moore	Maid—Women's Field House....		732.00	
				\$ 9,398.00
<i>Division of Conservation—Stone Laboratory</i>				
Milton B. Trautman	Research Biologist		\$ 2,508.00	
Kenneth H. Doan	Research Assistant		984.00	
Leonard J. Bodenlos	Assistant		984.00	
M. W. Sensius	Research Professor		600.00	
William C. Beaver	Research Professor		600.00	
Nelson Marshall	Research Assistant		150.00	
William A. McLane	Research Assistant		100.00	
				\$ 5,926.00
<i>Student Employment Office—General Activities Fee Fund</i>				
William S. Guthrie	Director of Student Employment and Assistant Dean of Men...\$		3,072.00	
Roberta R. Cullman	Stenographer		1,092.00	

Elizabeth J. Hogue	Clerk	972.00	
	Student Clerk (10 mos.).....	400.00	
			\$ 5,536.00
<i>University Health Service—General Activities Fee Fund</i>			
John W. Wilce	Director and Professor	\$ 5,124.00	
Morse F. Osborn	Associate Professor	4,176.00	
James A. Beer	Assistant Professor	3,204.00	
Shirley Armstrong	Assistant Professor	2,040.00	
Charlotte Winnemore	Assistant Professor	1,656.00	
James M. Foley	Instructor	\$ 8,504.00	
Theodore Allenbach	Associate Physician and Instructor in Medicine.....	2,676.00	
Ruth H. St. John	Physician, University School (10 mos.)	1,150.00	
Earl H. Baxter	Pediatric Consultant and Examiner (10 mos.).....	150.00	
Lucille Young	Nurse	1,956.00	
Eleanora Wilson	Assistant Nurse	1,212.00	
Margaret T. Merrill	Assistant Nurse	1,212.00	
Kathryn Wiedemer	Assistant Nurse (9 mos.).....	900.00	
Dorothea Richards	Technical Assistant	1,212.00	
Maude M. Eckhardt	Clerk	1,452.00	
Margaret Cahill	Stenographer	1,212.00	
Dora White	Stenographer	972.00	
			\$ 33,808.00
<i>Dean of Men's Office—General Activities Fee Fund</i>			
Wayne V. Harsha	Advisory Business Manager of Student Publication	\$ 300.00	\$ 300.00
<i>Student Dramatic Organizations—General Activities Fee Fund</i>			
Edward S. Drake	Business Manager	\$ 504.00	\$ 504.00
<i>Chimes—General Activities Fee Fund</i>			
Allen McManigal	Chimes Master (9 mos.).....	\$ 450.00	\$ 450.00
<i>News Bureau—General Activities Fee Fund</i>			
Lydia Esther Collicott	Information Clerk	\$ 1,212.00	\$ 1,212.00
<i>University Bookstore</i>			
George H. Siebert	Bookstore Manager	No salary	
Emerson B. Laird	Assistant Manager	\$ 2,712.00	
Marguerite Hoopingarner	Bookkeeper	1,812.00	
Walter C. Grauman	Stock Clerk	1,632.00	
Sigrid Gidlund	Typist	1,212.00	
Millicent Jackson	Stenographer	1,092.00	
Alice L. Booth	Clerk	1,092.00	
Audrey F. McCormick	Sales Clerk	1,092.00	
	Sales Clerk	1,032.00	
	Sales Clerk	912.00	
			\$ 12,588.00
<i>Photography</i>			
Francis W. Davis	Assistant Professor	No salary	
George S. Wolfram	Photographer	\$ 2,136.00	
Walter G. Wagner	Photographer	1,932.00	
Harry G. Binau	Assistant	1,092.00	
Nina Padovan Coccia	Stenographer	1,432.00	
			\$ 6,192.00
<i>University Print Shop</i>			
George H. Siebert	Manager	No salary	
George M. Ginn	Printer	\$ 3,612.00	
Richard A. Grimes	Bookkeeper	1,812.00	
Jeannette A. Reed	Proofreader	1,476.00	
Dale E. Lephart	Manager—Mailing Room	2,112.00	
Helen Neunherz	Clerk	1,092.00	
			\$ 10,104.00
<i>General Store</i>			
Fred E. Jones	Director	No salary	
Wilma L. Murtha	Stenographer	\$ 1,440.00	
Mary W. Henderson	Clerk	1,212.00	
Eather Hartnell	Clerk	972.00	
Eather A. Burkhead	Clerk	972.00	
Charles Pugh, Jr.	Laborer	1,572.00	

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Roy Burgett	Laborer	1,392.00
Ernest E. Simon	Laborer	1,332.00
Joseph Paquin	Laborer	1,272.00
Thomas M. Collins	Laborer	1,152.00
Arthur H. Mayer	Laborer	1,092.00
Hugh Price	Laborer	1,032.00
Robert Collier	Laborer	912.00

\$ 14,352.00

Laboratory Supply Store

Chester W. McClintock	Director (Storekeeper)	\$ 4,200.00
Frank D. Brill	Pharmacist	2,544.00
Lawrence S. Gormley	Pharmacist	2,544.00
Harold W. Miller	Pharmacist	2,412.00
Robert H. Bower	Pharmacist	2,328.00
Leslie W. Rees	Pharmacist	2,280.00
Fred L. Williams	Pharmacist	2,016.00
Lowell H. Ruff	Pharmacist	2,016.00
Donald C. Van Dyke	Pharmacist	1,920.00
Aden L. Duffee	Pharmacist	1,872.00
Edwin F. Hoffman	Pharmacist	1,812.00
Alfred W. Snider	Pharmacist	1,752.00
Barbee W. Durham	Pharmacist	1,632.00
George McClung, Jr.	Pharmacist	1,632.00
Percy Groome	Pharmacist	1,512.00
Elvin McGrady	Pharmacist	1,512.00
	Pharmacist	1,512.00
Richard McClarren	Pharmacist (part time) (9 mos.)	351.00
Russell B. Leonard	Glassblower	2,340.00
William E. Leonard	Glassblower's Helper	1,956.00
Henry L. Allison	Laborer	1,512.00
Raymond Roush	Laborer	1,332.00
Charles C. Lloydl	Laborer	1,308.00
Scott Dawson	Laborer	1,272.00
John E. Swain	Laborer	1,272.00
Joe Drake	Laborer	1,272.00
James A. Shockley	Laborer	1,212.00
Robert W. Warner	Laborer	1,212.00
Charles C. Richards	Laborer	972.00
	Laborer	972.00
Clyde Minto	Bookkeeper	2,804.00
Clara M. Fleischer	Clerk	1,500.00
Pauline Shank	Chief Clerk (Clerk)	1,212.00
Betty Oden	Clerk	1,008.00
Augusta Karp Reister	Clerk	912.00
Eleanor L. Grigsby	Clerk	912.00
Mary Eletha Steele	Clerk	912.00
Margaret Stabs	Clerk	912.00
Katherine Young	Typist	912.00
	Typist	912.00

\$ 68,975.00

*Laboratory Supply Store Pro Rata**Botany*

Eugene Bishop Wittlake	Technician	\$ 1,512.00	\$ 1,512.00
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Bacteriology

John Newbauer	Technical Assistant	\$ 360.00	
Charles W. Gehrke	Technical Assistant	315.00	\$ 675.00

Chemistry

Amos E. Luckhaupt	Lecture Assistant	\$ 2,400.00	
Glenn Breen	Storeroom Manager	1,608.00	
Harriet E. Proctor	Clerk	1,032.00	
Lillian Millious	Stenographer	972.00	
Gerard Lord	Assistant	960.00	
			\$ 6,972.00

English

Departmental Librarian	\$ 1,608.00	\$ 1,608.00
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History

Mary R. Self	Departmental Library Assistant	\$ 600.00	
Ruth Daugherty	Departmental Library Assistant	600.00	\$ 1,200.00

<i>Philosophy</i>				
Alvin F. Nelson	Graduate Assistant	\$ 450.00	\$	450.00
<i>Physics and Astronomy</i>				
Jeraldine W. Charles	Typist (part time).....	\$ 340.00	\$	340.00
<i>University School</i>				
	Instructor	\$ 432.00		
	Assistant to Observers.....	720.00		
	Assistant	450.00		
	Assistant	450.00		
	Assistant	200.00		
	Assistant	100.00		
	Assistant to Observers.....	50.00		
			\$	2,402.00
<i>Veterinary Medicine</i>				
Hugh B. McGlade	Technical Assistant	\$ 420.00	\$	420.00
<i>Physical Education</i>				
John M. Evans	Towel Man	\$ 1,512.00		
Joseph F. Luckhaupt	Laborer	1,272.00		
Louise Ortman	Maid	1,212.00		
Bonnie Jean Warner	Maid	912.00		
Michael J. Durkin	Nightwatchman (10 mos.)....	950.00		
R. A. Vilbrandt	Assistant Towel Man (9 mos.)..	675.00		
	Maid (9 mos.).....	900.00		
			\$	7,433.00
Total for Laboratory Supply Store Pro Rata.....			\$	23,012.00
<i>Baker Hall</i>				
<i>Administration</i>				
Lowell Wrigley	Superintendent	\$ 2,208.00		
Harvey M. Rice	Scholarship Supervisor	No salary		
	Clerk-Telephone Operator	972.00		
Agnes Calvert	Clerk-Telephone Operator	972.00		
Carl Brinck	Receiving and Stock Clerk.....	1,212.00		
			\$	5,864.00
<i>Dormitory</i>				
Julia M. Bradley	Housekeeper	\$ 1,020.00		
Leroy Mirise	Night Janitor	1,212.00		
	4 Janitors @ \$900 ea. (9 mos.)	3,600.00		
	16 Maids @ \$570 ea. (9½ mos.)	9,120.00		
			\$	14,952.00
<i>Proctors</i>				
	15 Proctors @ \$120 ea. (9 mos.)	\$ 1,800.00	\$	1,800.00
<i>Dining Room and Kitchen</i>				
	Dietitian (9½ mos.).....	\$ 1,425.00		
	Assistant Dietitian (9½ mos.)..	950.00		
	2 Graduate Assistants @ \$475 ea. (9½ mos.)	950.00		
	3 Cooks @ \$665 ea. (9½ mos.)..	1,995.00		
	2 Cooks @ \$585 ea. (9 mos.)...	1,170.00		
	2 Cooks @ \$540 ea. (9 mos.)...	1,080.00		
	Checker	540.00		
	2 Helpers @ \$540 ea. (9 mos.)..	1,080.00		
	4 Helpers @ \$450 ea. (9 mos.)..	1,800.00		
	2 Dishwashers @ \$585 ea. (9 mos.)	1,170.00		
	Pot and Pan Washer (9 mos.)..	630.00		
	2 Janitors @ \$720 ea. (9 mos.)..	1,440.00		
			\$	14,230.00
Total for Baker Hall.....			\$	36,346.00
<i>Neil Hall</i>				
<i>Administration</i>				
Emma E. Prout	Superintendent	1	\$1,272.00	
Carolyn Pollock	Head Resident	1	2,004.00	
Minnette Cattrell	Secretary-Bookkeeper	1	528.00	
Jane B. Salter	Assistant Chaperon	1	672.00	
			\$	4,476.00

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Dormitory

Edward Thompson	Janitor	\$1,200.00	
	Janitor	1 1,032.00	
Harry C. Dye	Night Man	972.00	
Cuba Wells	Maid	744.00	
Faye Green	Maid	720.00	
Nellie Hardy	Maid	720.00	
Lucille M. Givens	Maid	684.00	
			\$ 6,072.00

Dining Room and Kitchen

Kathryn Seymour	Dietitian	1 \$1,452.00	
Ruth Stewart	Cook (9 mos.)	630.00	
Blanche M. Jacoby	Cook (9 mos.)	540.00	
Georgia Harrison	Cook (9 mos.)	495.00	
	Cook (9 mos.)	405.00	
Joseph W. Turner	Kitchen Helper (9 mos.) ..	540.00	
James O. Garrett	Kitchen Helper (9 mos.) ..	495.00	
Lillian P. Brown	Maid (9 mos.)	486.00	
Elizabeth Burkhead	Maid (9 mos.)	486.00	
			\$ 5,529.00
Total for Neil Hall.....			\$ 16,077.00

*Residence Halls for Women**Administration*

Emma E. Prout	Superintendent	1 \$2,556.00	
Minnette Cattrell	Secretary-Bookkeeper	1 1,056.00	
Grace P. Weiss	Head Resident	1 2,004.00	
Edith Bullock	Chaperon	1 972.00	
Adelaide Leonard	Night Chaperon	1 792.00	
Lena M. Porter	Chaperon	1 672.00	
Jan A. Waid	Graduate Resident (9 mos.)	1 540.00	
	Graduate Resident (9 mos.)	1 540.00	
	Graduate Resident (9 mos.)	1 540.00	
			\$ 9,672.00

Dormitory

Katherine Hammell	Housekeeper	1 \$1,044.00	
Lucy Campbell	Housekeeper	1 612.00	
	Housekeeper	744.00	
Florence Trotter	Telephone Operator	1 552.00	
James Trotter	Janitor	1 852.00	
	2 Janitors @ \$900 ea. (9 mos.)	1,800.00	
Jesse Bull	Porter	1,605.00	
Isaiah Ragland	Porter	1,260.00	
Odell Harmon	Maid	780.00	
Mae Wagner	Maid	720.00	
	2 Maids @ \$540 ea. (9 mos.)	1,080.00	
	1 Maid (9 mos.)	270.00	
			\$ 11,322.00

Dining Room and Kitchen

Mary K. Alexander	Dietitian	1 \$1,812.00	
	3 Graduate Assistants @ \$450 ea. (9 mos.)	1,350.00	
Gustina Gwyn	Cook (9 mos.)	630.00	
	2 Cooks @ \$630 ea. (9 mos.)	1,260.00	
Myrtle Campbell	Baker (9 mos.)	630.00	
	Pot and Pan Washer (9 mos.)	585.00	
Piccola Keith	Maid (9 mos.)	477.00	
	Maid (9 mos.)	477.00	
	Helper (9 mos.)	450.00	
Elmer Parks	Janitor (9 mos.)	882.00	
	3 Janitors @ \$675 ea. (9 mos.)	2,025.00	
			\$ 10,578.00
Total for Residence Halls.....			\$ 31,572.00

Code: 1 Board and Room 2 Lunch 3 All Meals 4 Two Meals

Dormitories and Dining Halls—Pro Rata

June F. Kennedy	Director of Dining Halls.....	\$ 3,000.00	
Agnes Skinner Smith	Director of Dining Halls.....	3,000.00	
	Bookkeeper	1,856.00	
	Stenographer	1,032.00	
B. M. Bowman	Service Man	2,112.00	
	Buyer and Storekeeper.....	1,856.00	
			\$ 11,856.00

Pomerene Refectory

June F. Kennedy	Director of Dining Halls.....	No salary	
Agnes Skinner Smith	Director of Dining Halls.....	No salary	
Helen Fivaz	Assistant Kitchen Supervisor...\$	1,512.00	
Margaret L. Sullivan	Assistant Kitchen Supervisor...	1,212.00	
Lucille E. Wagner	Assistant Dining Room Supervisor	1,092.00	
Bertha L. Shotts	Dining Room Helper.....	720.00	
Martha S. Ebright	Bookkeeper	1,212.00	
Alice Noble	Cashier	852.00	
Marjorie Fuller	Cashier	792.00	
Hazel Bender	Counter Assistant	612.00	
Rose Gray	Cook	972.00	
Ethel Brown	Cook	972.00	
Helen Thels	Cook	912.00	
Anna Crockett	Cook	912.00	
Julia Jenkins	Cook	828.00	
Alma Vath	Cook	792.00	
Beulah Runyeon	Cook	732.00	
Martha Belle Williams	Cook (part time).....	612.00	
Emma Hoesch	Cook (part time).....	588.00	
Mary McCurdy	Cook (part time).....	540.00	
Edwin H. Burden	Kitchen Helper	792.00	
George W. Hope	Janitor	792.00	
Lawrence Kell	Janitor	792.00	
Alexander Trumbull	Janitor	852.00	
Mildred Hairston	Janitress	492.00	
Lucile Wright	Assistant (part time).....	600.00	
June F. Kennedy	Assistant Professor	400.00	
			\$ 20,584.00

University School Dining Hall

Alice M. Johnson	Dietitian and Instructor.....\$	1,200.00	
Josephine Cronin	Cook (9 mos.).....	540.00	
Nellie Gray	Cook (9 mos.).....	495.00	
Dora Radebaugh	Cook (9 mos.).....	495.00	
John Cute	Kitchen Helper (9 mos.).....	360.00	
			\$ 3,090.00

Journal of Higher Education

Florence Lord	Clerk	\$ 1,212.00	\$ 1,212.00
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Home Economics

Helena Stokes	Assistant (part time).....\$	600.00	\$ 600.00
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Upon motion of Mr. Atkinson, seconded by Mr. Rummell, the annual salary budget for the fiscal year beginning July 1, 1940, as presented by the President, was upon roll call unanimously approved.

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The President presented the annual salary budget for the Agricultural Extension Service, covering the fiscal year beginning July 1, 1940:

AGRICULTURAL EXTENSION SERVICE

SOURCES OF INCOME

1940-1941

State Appropriation	\$ 217,070.00
Smith-Lever Funds	172,972.88
Capper-Ketcham Funds	89,797.02
Bankhead-Jones Funds	384,816.01
Soil Conservation Service Cooperating.....	2,500.00
Clark-McNary Funds	1,620.00
Institute Funds from Counties.....	15,400.00
	\$ 834,175.91
County Agents Funds from Counties.....	211,830.00
Grand Total	\$1,046,005.91

SALARY BUDGET

Administration

H. C. Ramsower	Director (Professor)	\$ 6,108.00	
George B. Crane	Secretary and Assistant Director (Associate Professor)	4,500.00	
Tessa Webb	Assistant	1,932.00	
Julia Whitmer	Stenographer	1,212.00	
Marcell Martin	Stenographer	1,212.00	
Earl G. Bell	Laborer	1,392.00	
Francis M. Cligrow	Multilith Operator	1,392.00	
			\$ 17,748.00

*Agricultural Publication**Editorial Service*

James E. McClintock	Agricultural Editor (Professor) \$	4,602.00
Gerald E. Ferris	Assistant Agricultural Editor (Assistant Professor)	3,174.00
A. J. Patch	Assistant Agricultural Editor (Assistant Professor)	3,684.00
Ethel Cadley	Instructor	2,868.00
Chauncey E. Wilson	Assistant Professor	3,174.00
Dorothy Sheridan	Stenographer	1,162.00
Reva Lipson	Typist	1,162.00
Martha L. Borrer	Stenographer	1,032.00

Printing and Distribution

Emerson Frederick	Assistant	\$ 1,632.00
David S. Gordon	Laborer	1,392.00

Correspondence Courses

Edith Bauer	Stenographer	\$ 1,332.00	
			\$ 25,194.00

County Agent Work

William W. Brownfield	District Supervisor (Professor) \$	4,398.00
Otto C. Croy	District Supervisor (Associate Professor)	4,296.00
George R. Eastwood	District Supervisor (Professor)	4,398.00
Burrell B. Spohn	Supervisor of Projects and Programs (Professor)	4,602.00
Mary Satterfield	Stenographer	972.00
Susanne Macino	Stenographer	1,212.00

County Agricultural Agents

		<i>County</i>	
		4 Agricultural Agents in	
	Training	\$ 7,800.00	
Volney G. Applegate	Instructor Harrison	2,868.00	
David B. Bailey	Instructor Warren	2,460.00	
Lyman F. Baker	Instructor Madison	2,766.00	
William S. Barnhart	Instructor Muskingum	3,888.00	
Roy E. Battles	Instructor Clermont	2,766.00	
Francis I. Bell	Instructor Williams	3,378.00	
Carl R. Bibbee	Instructor Hamilton	3,786.00	
Carl S. Bittner	Instructor Ottawa	3,276.00	
Forest K. Blair	Instructor Pickaway	3,378.00	
Charles E. Blakeslee	Instructor Meigs	2,562.00	
Walter L. Bluck	Instructor Clinton	3,378.00	
E. Howard Bond	Instructor Henry	3,378.00	
Boyce E. Bradford	Instructor Hardin	2,766.00	
Clarence D. Brown	Instructor Auglaize	2,868.00	
George L. Brown	Instructor Noble	2,868.00	
Lawrence G. Brubaker	Instructor Union	2,766.00	
Wilbur H. Bruner	Instructor Preble	2,868.00	
Virgil D. Burriss	Instructor Medina	3,276.00	
G. Harold Chambers	Instructor Coshocton	3,072.00	
Russell R. Clymer	Instructor Defiance	2,766.00	
Hugh M. Colville	Instructor Carroll	2,664.00	
W. Henri Coulson	Instructor Monroe	3,276.00	
Lester A. Cronin	Instructor Tuscarawas	2,664.00	
Clifford R. Crum	Instructor Wyandot	2,766.00	
O. L. Cunningham	Instructor Montgomery	3,888.00	
Paul M. Cunningham	Instructor Delaware	2,562.00	
Elwood Davis	Instructor Morrow	2,766.00	
Dalton D. Dowds	Instructor Champaign	3,378.00	
Ernest A. Drake	Instructor Greene	3,072.00	
Ralph Dush	Instructor Putnam	2,460.00	

George A. Dustman	Instructor	(6 mos.) Wayne ..	1,638.00
George G. Everhart	Instructor	Knox	3,276.00
Wilbur H. Ford	Instructor	Highland	3,276.00
Donald C. Foster	Instructor	Paulding	2,460.00
Leo V. Gaffn	Instructor	Washington	2,460.00
George B. Ganyard	Instructor	Richland	2,970.00
Albert M. Griffin, Jr.	Instructor	Summit	2,766.00
Paul E. Haag	Instructor	Adams	2,970.00
Charles Haas	Instructor	Geauga	2,562.00
Forest G. Hall	Instructor	Hancock	3,888.00
Frank G. Haskins	Instructor	Lake	3,174.00
James C. Hedge	Instructor	Mahoning	3,378.00
Floyd Henderson	Instructor	Jackson	2,868.00
Martin L. Howell	Instructor	Seneca	3,276.00
James F. Hum	Instructor	Morgan	2,460.00
Gerald H. Huffman	Instructor	Butler	2,562.00
Claude I. Hummel	Instructor	Lorain	2,868.00
Guy A. Hummon	Instructor	Huron	3,276.00
Thomas H. Johnson	Instructor	Perry	3,174.00
Fred R. Keeler	Instructor	Ross	3,276.00
Orman R. Keyser	Instructor	Stark	3,378.00
George W. Kreitler	Instructor	Licking	3,684.00
Robert W. Lang	Instructor	Belmont	3,276.00
Floyd I. Lower	Instructor	Columbiana	3,888.00
Alonzo W. Marion	Instructor	Mercer	3,174.00
Richard O. McFerren	Instructor	Pike	2,460.00
Charles D. McGrew	Instructor	Trumbull	2,582.00
Shippely N. McIntosh	Instructor	Holmes	3,072.00
Dwight P. Miller	Instructor	Darke	3,378.00
Russell Miller	Instructor	Crawford	2,868.00
Arthur R. Milner	Instructor	Ashtabula	3,276.00
William W. Montgomery	Instructor	Fayette	3,174.00
Ralph W. Munger	Instructor	Shelby	3,276.00
Maurice K. Myers	Instructor	Erie	2,562.00
Ransom S. Oetzel	Instructor	Van Wert	2,562.00
Stanley Porteus	Instructor	Lawrence	2,970.00
Homer Porteus	Instructor	Marion	2,562.00
George H. Pulliam	Instructor	Brown	2,562.00
Bashford W. Reading	Instructor	Sandusky	3,276.00
Clarence E. Rowland	Instructor	Clark	4,296.00
Everett G. Royer	Instructor	Gallia	2,460.00
Otto D. Sands	Instructor	Miami	3,378.00
Norman H. Shilliday	Instructor	Ashland	3,174.00
Arthur H. Smith	Instructor	Guernsey	3,480.00
		(Acting Agent)	
James R. Smoot	Instructor	Hocking	2,664.00
Eugene L. Sparrow	Instructor	Fulton	2,460.00
Cyrus B. Stewart	Instructor	Wood	2,868.00
Francis P. Taylor	Instructor	Jefferson	3,276.00
Harold F. Thayer	Instructor	Fairfield	3,276.00
Roger M. Thomas	Instructor	Portage	3,480.00
Harold S. Ward	Instructor	Cuyahoga	3,888.00
James H. Warner	Instructor	Allen	2,766.00
Jesse E. Whonsetler	Instructor	Franklin	3,786.00
Elmore O. Williams	Instructor	Lucas	3,582.00
George E. Wood	Instructor	Scioto	2,664.00
Melvin R. Wright	Instructor	Athens	3,276.00
Walter W. Wyckoff	Instructor	(6 mos.) Guernsey.	1,638.00

Assistant County Agricultural Agents

Norman Arnold	Instructor	Franklin	2,358.00
William Bembow	Instructor	Muskingum	2,460.00
Lawrence A. Best	Instructor	Fairfield	2,052.00
Forrest A. Brown	Instructor	Tuscarawas	2,052.00
Huber E. Denlinger	Instructor	Darke	2,562.00
Palmer Jones	Instructor	Licking	2,052.00
Donald Rehl	Instructor	Ross	2,052.00
Scott Rigdon, Jr.	Instructor	Belmont	2,052.00
George Schmidt	Instructor	Trumbull	2,562.00
John D. Strausbaugh	Instructor	Columbiana	2,052.00
Eldon F. Studebaker	Instructor	Lucas	2,154.00

 \$316,686.00

Land Use Planning

Guy Dowdy	Assistant in Land Use and State Agent, Agricultural Conservation Program (Assistant Professor)	\$ 3,990.00	
Wesley Green	Assistant in Land Use (Instructor) (6 mos.)	1,434.00	
Aimee Obaugh	Assistant	1,212.00	
			\$ 6,636.00

4-H Club Work

William H. Palmer	State Leader, Boys' and Girls' Club Work (Professor)	\$ 4,602.00	
Hiram W. Harshfield	Assistant State Leader, Boys' and Girls' Club Work (Assistant Professor)	3,684.00	
Hulda Horst	Assistant State Leader, Boys' and Girls' Club Work (Associate Professor)	3,480.00	
Chester C. Lang	Assistant State Leader, Boys' and Girls' Club Work (Associate Professor)	4,092.00	
Eva M. Kinsey	Assistant State Leader, Boys' and Girls' Club Work (Assistant Professor)	3,072.00	
Dorothy Gibson	Assistant	1,572.00	
			\$ 20,502.00

County Club Agents

	<i>County</i>		
Kenneth Battles	Instructor Ashtabula	\$ 2,868.00	
Clinton C. Caldwell	Instructor Hamilton	3,174.00	
Chester N. McGrew	Instructor Medina	1,848.00	
Harley C. Renollet	Instructor Montgomery	2,664.00	
Gabriel Simon	Instructor Cuyahoga	2,460.00	
			\$ 13,014.00

Home Demonstration Work

Minnie Price	State Leader, Home Demonstration Work (Professor)	\$ 4,296.00
Nellie Watts	Assistant State Leader, Home Demonstration Work (Associate Professor)	3,072.00
Dorothy Hammans	Assistant State Leader, Home Demonstration Work (Assistant Professor)	3,072.00
	2 Home Demonstration Agents ..	3,600.00
	4 Home Demonstration Agents in Training	7,200.00
Thelma Stewart	Stenographer	1,332.00

Home Demonstration Agents

	<i>County</i>		
Addis Barthelmeh	Instructor Stark	\$ 2,640.00	
Virginia Bear	Instructor Franklin	2,664.00	
Elizabeth Beckwith	Instructor Ashland	1,848.00	
Ruth S. Bennington	Instructor Hocking	1,950.00	
Sanna Black	Instructor Muskingum	2,766.00	
Ruth R. Bloom	Instructor Greene	2,460.00	
Jane Blosser	Instructor Summit	1,848.00	
Jessie Bourne	Instructor Auglaize	2,052.00	
Helen Brown	Instructor Trumbull	2,640.00	
Frances E. Brundige	Instructor Holmes	1,950.00	
Margaret L. Burkley	Instructor Wayne	1,848.00	
Mary F. Claytor	Instructor Washington	2,460.00	
Louise M. Converse	Instructor Jefferson	1,848.00	
Iris Craig	Instructor Butler	2,052.00	
Margaret Cram	Instructor Perry	2,154.00	
Imogene Dean	Instructor Geauga	2,052.00	
Frances Eckert	Instructor Lorain	1,950.00	
Mabel Fernald	Instructor Huron	2,460.00	
Leta Gigax	Instructor Marion	2,052.00	
Velma Golding	Instructor Portage	1,950.00	
Mary A. Gordon	Instructor Darke	2,052.00	
Elizabeth Graddy	Instructor Warren	2,460.00	
Harriet Green	Instructor Coshocton	2,154.00	
Rossie Greer	Instructor Lake	2,640.00	
Georga B. Herman	Instructor Montgomery	2,460.00	
Geneva Humphreys	Instructor Meigs	1,950.00	

B. Louise Hirsch	Instructor	Noble	1,848.00	
Ruth E. Knoch	Instructor	Morgan	1,950.00	
Dorothea Kurtz	Instructor	Fulton	1,950.00	
Pauline Lehman	Instructor	Henry	2,052.00	
Ava S. Lime	Instructor	Tuscarawas	2,052.00	
Dorcas Marsh	Instructor	Harrison	2,052.00	
Florence McBride	Instructor	Mahoning	2,562.00	
Dolores McCarty	Instructor	Williams	1,950.00	
Marian McElhaney	Instructor	Licking	2,154.00	
Pauline Mills	Instructor	Champaign	2,052.00	
Clara Belle Motter	Instructor	Gallia	1,848.00	
Velma Paisley	Instructor	Miami	2,052.00	
Amy Parker	Instructor	Ashtabula	2,460.00	
Erma M. Ramseyer	Instructor	Columbiana	1,848.00	
Rosemary K. Roberts	Instructor	Lucas	1,848.00	
Doris Snook	Instructor	Seneca	2,052.00	
Dorothy Stamback	Instructor	Scioto	2,154.00	
Katherine Tingley	Instructor	Preble	2,460.00	
Margaret Ulmer	Instructor	Sandusky	2,052.00	
Grace Wagner	Instructor	Wood	2,562.00	
Fanchon Warfield	Instructor	Guernsey	2,358.00	
Odean Waugh	Instructor	Van Wert	2,052.00	
Mabel Westervelt	Instructor	Fairfield	2,358.00	
Eleanor Whitney	Instructor	Belmont	2,256.00	
Eva M. Williamson	Instructor	Jackson	2,052.00	
Mary E. Wiseman	Instructor	Crawford	1,950.00	
				\$184,916.00
Home Economics				
<i>Clothing</i>				
Edna Callahan	Associate Professor		\$ 3,582.00	
Edith Berry	Assistant Professor		2,919.00	\$ 6,501.00
Home Management				
Thelma Beall	Assistant Professor		\$ 3,276.00	
Katherine Ditslear	Stenographer		972.00	\$ 4,248.00
Nutrition				
Alma Garvin	Associate Professor		\$ 3,378.00	
Christine Carlson	Assistant Professor		2,460.00	\$ 5,838.00
Child Development				
Mary Gerlaugh	Associate Professor		\$ 3,072.00	\$ 3,072.00
Home Furnishings				
Anne Biebricher	Associate Professor		\$ 3,378.00	
Alice McKinney	Assistant Professor		2,562.00	\$ 5,940.00
Agronomy				
Earl Jones	Associate Professor		\$ 4,092.00	
John A. Slipher	Professor		5,112.00	
David R. Dodd	Professor (part time)		3,732.00	
David F. Beard	Assistant Professor		2,970.00	
Frederick J. Salter	Assistant Professor (¾ time)		2,520.00	
Roger P. Humbert	Graduate Assistant (part time)		600.00	
Jean W. Lambert	Graduate Assistant		600.00	
Raub H. Simon	Assistant (part time)		860.00	
Gertrude Dietsch	Assistant		1,212.00	
Evelyn Ball	Stenographer		1,212.00	
Mary Garvin	Stenographer		1,032.00	
Bertha Fischer	Stenographer (½ time)		510.00	\$ 28,952.00
Soil Conservation				
Everett P. Reed	Assistant Professor		\$ 4,092.00	\$ 4,092.00
Horticulture				
<i>Fruit Growing</i>				
Frank H. Beach	Professor		\$ 4,500.00	
Cecelia Lauferweiler	Stenographer (¾ time)		852.00	\$ 5,352.00

<i>Vegetable Gardening</i>			
Earl B. Tussing	Assistant Professor	\$ 3,684.00	
Joseph H. Boyd	Assistant Professor	3,684.00	
I. C. Hoffman	Instructor (part time).....	800.00	
Kathryn Stegmilller	Stenographer (¾ time).....	852.00	
			\$ 9,020.00
<i>Farm Forestry</i>			
Forest W. Dean	Assistant Professor	\$ 3,480.00	
Mary Wilkinson	Stenographer (part time).....	180.00	
			\$ 3,660.00
<i>Floriculture</i>			
Victor Ries	Assistant Professor	\$ 3,582.00	
Gustav H. Poesch	Assistant Professor (½ time) ..	1,530.00	
Lewis C. Chadwick	Associate Professor (¼ time) ..	816.00	
Thelma Davis	Stenographer (½ time).....	480.00	
			\$ 6,408.00
<i>Rural Economics</i>			
<i>Farm Management</i>			
Lyle H. Barnes	Assistant Professor	\$ 3,684.00	
Floyd S. DeLashmutt	Assistant Professor	3,684.00	
Guy W. Miller	Associate Professor	4,296.00	
Virgil R. Wertz	Professor (¾ time).....	3,276.00	
Ernest Heiby	Assistant	1,212.00	
Margaret McDonald	Assistant	1,392.00	
Richard Baker	Assistant	1,212.00	
Virginia Baker	Stenographer	1,212.00	
			\$ 19,968.00
<i>Farm Marketing</i>			
Herbert H. Varney	Assistant Professor	\$ 3,888.00	
Bert A. Wallace	Associate Professor	3,888.00	
Charles W. Hammans	Associate Professor (6 mos.)...	1,944.00	
Rose Forquer	Stenographer	1,152.00	
			\$ 10,872.00
<i>Rural Sociology</i>			
R. Bruce Tom	Assistant Professor	\$ 3,582.00	
Warren Schmidt	Assistant	1,812.00	
			\$ 5,394.00
<i>Entomology</i>			
Thaddeus H. Parks	Professor	\$ 4,500.00	
Winston E. Dunham	Assistant Professor (½ time) ..	1,542.00	
Margie Jones	Stenographer	1,332.00	
			\$ 7,374.00
<i>Plant Pathology</i>			
Clyde C. Allison	Associate Professor	\$ 3,888.00	\$ 3,888.00
<i>Agricultural Engineering</i>			
Roderick D. Barden	Associate Professor	\$ 3,888.00	
I. P. Blausier	Associate Professor	4,092.00	
Virgil Overholt	Professor (¾ time).....	3,510.00	
George R. Shier	Instructor (½ time).....	1,542.00	
Eleanor Beall	Stenographer	1,032.00	
Thelma Shafer	Stenographer (½ time).....	480.00	
			\$ 14,544.00
<i>Animal Husbandry</i>			
Lawrence K. Bear	Assistant Professor	\$ 3,480.00	
Howard Davison	Assistant Professor	3,276.00	
Leo P. McCann	Professor	4,500.00	
Helen Krebs	Stenographer	1,212.00	
Mary Koerner	Student Clerk (½ time).....	480.00	
			\$ 12,948.00
<i>Dairy Husbandry</i>			
Charles L. Blackman	Professor	\$ 4,092.00	
Ivan McKellip	Professor	3,888.00	
Cecil Allen	Clerk (6 mos.).....	606.00	
			\$ 8,586.00
<i>Poultry Husbandry</i>			
Raymond E. Cray	Associate Professor	\$ 3,888.00	
Clarence M. Ferguson	Associate Professor	3,888.00	
Mary Barger	Clerk	972.00	
Georgianna Hedges	Stenographer	1,152.00	
Mary Liberatore	Stenographer	912.00	
			\$ 10,812.00

Dairy Technology

Frances Dunlap	Clerk	\$ 972.00	
Barbara Armstrong	Stenographer (part time).....	360.00	
			\$ 1,332.00

Farmers' Institutes

Jacob P. Schmidt	Professor of Rural Sociology and Supervisor of Farmers' Institutes	\$ 4,398.00	
Margaret Huffman	Secretary of Farmers' Institutes (Assistant)	1,512.00	
			\$ 5,910.00

Total for Agricultural Extension..... \$714,407.00

Explanation of Projects:

Project No. 1 —Administration	\$ 34,473.00
Project No. 1A—Agricultural Publications—Editorial Service	21,436.00
Project No. 1B—Agricultural Publications—Printing and Distribution	18,024.00
Project No. 1C—Agricultural Publications—Correspondence Courses	3,834.00
Project No. 2 —County Agent Work.....	508,257.00
Project No. 2A—Land Use Planning.....	11,836.00
Project No. 3 —4-H Club Work.....	41,446.00
Project No. 4 —Home Demonstration Work.....	169,296.00
Project No. 4A—Clothing	7,901.00
Project No. 4B—Home Management	4,948.00
Project No. 4C—Nutrition	7,238.00
Project No. 4D—Child Development	3,772.00
Project No. 4E—Home Furnishings	7,340.00
Project No. 5 —Agronomy	26,752.00
Project No. 5A—Soil Conservation	4,792.00
Project No. 6A—Horticulture—Fruit Growing	6,052.00
Project No. 6B—Horticulture—Vegetable Gardening	10,420.00
Project No. 6C—Horticulture—Farm Forestry	4,360.00
Project No. 6D—Horticulture—Floriculture	7,694.91
Project No. 7A—Rural Economics—Farm Management	23,568.00
Project No. 7B—Rural Economics—Farm Marketing	14,866.00
Project No. 7C—Rural Economics—Rural Sociology	8,637.00
Project No. 8A—Entomology	8,164.00
Project No. 8B—Plant Pathology	5,648.00
Project No. 9 —Agricultural Engineering	17,969.00
Project No. 10 —Animal Husbandry	15,348.00
Project No. 10A—Dairy Husbandry	10,692.00
Project No. 11 —Poultry Husbandry	12,612.00
Project No. 12 —Dairy Technology	2,312.00
Project No. 13 —Farmers' Institutes	22,337.00
Project No. 14 —Farmers' Week	2,000.00

Total for all Projects.....\$1,044,024.91

Reserve fund for transfers

\$1,046,005.91

SUMMARY STATEMENT
1940-1941

Income

Total receipts from State, Federal and County funds.....\$1,046,005.91

Expenditures

TOTAL BY PROJECTS
INCLUDING SALARIES, EQUIPMENT, TRAVEL AND SUPPLIES

Project No.	Smith-Lever Federal	State	Capper-Ketcham	Capper-Ketcham Offsetting	Not Offsetting State	County	Clark-McNary Offset	Clark-McNary	Soil Conservation
1	\$ 22,276.00	\$ 7,500.00	\$	\$	\$ 4,697.00	\$	\$	\$	
1A	14,386.00	5,868.00			1,232.00				
1B	12,727.98		872.02		4,424.00				
1C					3,834.00				
2	265,694.00	43,731.00	19,074.00	19,797.02	1,638.00	158,322.98			
2A	10,046.00				1,790.00				
3	29,667.00	4,321.88			4,377.12	3,080.00			
4	71,479.00	45,444.00	19,851.00		1,892.00	30,630.00			
4A	4,319.00	3,582.00							
4B	4,948.00								
4C	3,860.00	3,378.00							
4D	3,772.00								
4E	3,962.00	3,378.00							
5	19,640.00	4,092.00			3,020.00				
5A	700.00	1,592.00							2500
6A	6,052.00								
6B	6,736.00	3,684.00							
6C	940.00				180.00		1620	1620	
6D	2,996.91				4,698.00				
7A	15,896.00	7,572.00			100.00				
7B	10,978.00				3,888.00				
7C	4,705.00				3,932.00				
8A	3,664.00	4,500.00							
8B	5,648.00								
9	10,017.00	7,602.00			350.00				
10	7,222.00	7,776.00			350.00				
10A	5,774.00	4,092.00			826.00				
11	7,752.00	4,860.00							
12					2,312.00				
13					6,937.00	15,400.00			
14					2,000.00				
	1,981.00*								
	\$557,788.89	\$162,972.88	\$ 89,797.02	\$ 19,797.02	\$ 52,477.12	\$207,432.98	\$1620	\$1620	\$2500

* Reserve Fund

Total for all Projects.....\$1,046,005.91

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B-27-40

Upon motion of Mr. Thompson, seconded by Mr. Atkinson, the annual budget for the Agricultural Extension Service, as presented by the President for the fiscal year beginning July 1, 1940, was upon roll call unanimously approved.

* * * * *

The Secretary now presented the actions of the University Cabinet and report of the Maintenance Engineer relative to bids received on May 16, 1940 for the Fly Ash Collector for No. 8 Boiler in the Power Plant, and contract awarded thereon:

CABINET MINUTES

May 16, 1940.

The Cabinet met in the office of the Secretary at 2:00 P. M.

Present: Messrs. Bevis, Elleman, Smith, and Steeb.

* * * * *

The Cabinet, acting under instructions received from the Board of Trustees at its meeting on May 2, 1940 met for the purpose of opening and reading in public the bids received by 2 o'clock this day for the Fly Ash Collector for No. 8 Boiler in the Power Plant, as per advertisement. The following bids were received, read, and tabulated:

Fly Ash Collector for No. 8 Boiler

<i>Bidder</i>	<i>Base Bid</i>	<i>Bond</i>	<i>Alt. "A" (add)</i>	<i>Alt. "B" (deduct)</i>
Robert S. Leiby.....	\$ 8,900.00	\$ 9,375.00	\$475.00	\$385.00
Buell Engineering Company, Inc.	10,000.00	15,000.00	750.00	—
American Blower Corporation	8,720.00	9,170.00	450.00	400.00

Explanation of Alternates:

"A"—If contractor makes field acceptance test, add —

"B"—If present cyclone separator is used as storage bin, deduct —.

Upon motion, the above bids were turned over to the Maintenance Engineer for inspection and report back to the Cabinet.

CABINET MINUTES

May 23, 1940.

The Cabinet met in the office of the Secretary at 9:00 A. M.

Present: Messrs. Bevis, Elleman, and Steeb.

* * * * *

The Cabinet met to receive the report of the Maintenance Engineer on the bids received May 16, 1940 for the Fly Ash Collector for No. 8 Boiler in the Power Plant.

May 22, 1940.

University Cabinet
Ohio State University
Gentlemen:

Consideration and study of the bids received May 16th for a Fly Ash Collector for No. 8 Boiler show that the low bid

of the American Blower Corporation complies with all requirements and is below the Engineer's estimate.

I therefore recommend that the contract be awarded to the American Blower Corporation at their bid of \$8,720 and that Alternate "A" of \$450 be accepted, making their total contract price \$9,170.

The Engineer's estimate is \$12,600.

Respectfully submitted,

(Signed) PAUL H. ELLEMAN,
Maintenance Engineer.

Upon motion of Mr. Elleman, seconded by Mr. Bevis, the above recommendation of the Maintenance Engineer was approved, and the Maintenance Engineer was directed to advise the Director of Public Works of the recommendation for award of this contract to the American Blower Corporation for the total amount of \$9,170.

Upon motion of Dr. Altmaier, seconded by Mr. Atkinson, the above recommendations of the Maintenance Engineer and actions of the Cabinet were upon roll call unanimously approved, and the proceedings ordered made a part of the record of this meeting.

* * * * *

The Secretary presented the drawings, specifications, bill of materials, estimated cost, and form of proposal for a Forced Draft, Multiple Retort, Underfeed Stoker for No. 2 Boiler in the Power Plant, as prepared by the Maintenance Engineer; estimated cost, \$17,500.00.

Upon motion of Mr. Thompson, seconded by Mr. Dargusch, the Board by unanimous vote approved the above drawings, specifications, bill of materials, estimated cost and form of proposal, and directed the Secretary to present same to the State Director of Public Works for approval and if approved by him, to advertise for bids in accordance with law.

* * * * *

Upon motion of Mr. Atkinson, seconded by Mr. Rummell, a Dental Certificate was by unanimous vote authorized for Earl G. Swan who received the degree of Doctor of Dental Surgery on May 20, 1908 from Starling-Ohio Medical College.

* * * * *

The following resolution presented by Mr. Rummell and seconded by Mr. Thompson was upon roll call approved by unanimous vote:

WHEREAS, the estimate of the cost of the Men's Dormitory, OH-1990-F, Ohio State University, needs to be revised to agree with the actual costs as now determined by the final PWA audit;

NOW, THEREFORE, Be and It Is Hereby Resolved by the Board of Trustees, Ohio State University,

- (1) That the estimate of the cost of the foregoing project be revised as follows:

<i>Item</i>	<i>Latest Approved Estimate</i>		<i>This Change</i>	<i>Newly Revised Estimate</i>
1. Preliminary expense.....	\$ 400.00	less \$	148.32	\$ 251.68
2. Lands, Rights-of-Way				
3. Construction cost.....	839,100.00	less	12,702.51	826,397.49
4. Engineering	20,000.00	add	4,467.91	24,467.91
5. Legal and Overhead	500.00	less	27.97	472.03
6. Interest during Construction	10,000.00	less	5,537.49	4,462.51
7. Miscellaneous		add	262.28	262.28
	<u>\$870,000.00</u>	less \$	<u>13,686.10</u>	<u>\$856,313.90</u>
Eligible for grant (45% of \$855,325.30).....				\$384,896.39
Owner's funds				500,000.00
				<u>\$884,896.39</u>

- (2) That the said Board of Trustees hereby acknowledges that the project has been constructed and funds therefor have been expended on the basis of the revised items of estimated cost appearing above.

* * * * *

The following resolution presented by Mr. Rummell and seconded by Mr. Thompson was upon roll call approved by unanimous vote:

WHEREAS, the estimate of the cost of the Women's Dormitories, OH-2095-F, Ohio State University, needs to be revised to agree with the actual costs as now determined by the final PWA audit;

NOW, THEREFORE, Be and It Is Hereby Resolved by the Board of Trustees, Ohio State University,

- (1) That the estimate of the cost of the foregoing project be revised as follows:

<i>Item</i>	<i>Latest Approved Estimate</i>		<i>This Change</i>	<i>Newly Revised Estimate</i>
1. Preliminary expense.....	\$ 300.00	less \$	85.38	\$ 214.62
2. Lands, Rights-of-Way				
3. Construction cost.....	498,900.00	less	23,390.50	475,509.50
4. Engineering	15,000.00	less	1,042.62	13,957.38
5. Legal and Overhead	300.00	less	17.73	282.27
6. Interest during Construction	7,500.00	less	4,209.98	3,290.02
7. Miscellaneous		add	1,265.10	1,265.10
	<u>\$522,000.00</u>	less \$	<u>27,481.11</u>	<u>\$494,518.89</u>
Eligible for grant (45% of \$492,274.66).....				\$221,523.60
Owner's funds				310,451.33
				<u>\$531,974.93</u>

- (2) That the said Board of Trustees hereby acknowledges that the project has been constructed and funds therefor have been expended on the basis of the revised items of estimated cost appearing above.

* * * * *

The following resolution presented by Mr. Rummell and seconded by Mr. Thompson was upon roll call approved by unanimous vote:

WHEREAS, the estimate of the cost of the Addition to Journalism Building, OH-1986-F, Ohio State University, needs to be revised to agree with the actual costs as now determined by the final PWA audit;

NOW, THEREFORE, Be and It Is Hereby Resolved by the Board of Trustees, Ohio State University,

- (1) That the estimate of the cost of the foregoing project be revised as follows:

Item	Latest Approved Estimate	This Change	Newly Revised Estimate
1. Preliminary expense.....\$	add \$ 43.66	\$ 43.66
2. Lands, Rights-of-Way
3. Construction cost.....	140,454.00	less 2,172.50	138,281.50
4. Engineering'	5,000.00	add 980.95	5,980.95
5. Legal and Overhead	add 32.20	32.20
6. Interest during Construction
7. Miscellaneous
	\$145,454.00	less \$ 1,115.69	\$144,338.31
Eligible for grant (45% of \$144,338.31).....			\$ 64,952.24
Owner's funds			83,678.95
			\$148,631.19

- (2) That the said Board of Trustees hereby acknowledges that the project has been constructed and funds therefor have been expended on the basis of the revised items of estimated cost appearing above.

* * * * *

The Secretary called the attention of the Board to Section 10 of the Indentures of Pledge made as of November 1, 1938 by and between the Board of Trustees of the Ohio State University and the Retirement Board of the State Teachers Retirement System, securing the payment of bonds for the purpose of constructing, equipping and furnishing the proposed Men's and Women's Dormitories. Section 10 of these Indentures of Pledge provides for the maintenance of insurance, as follows:

Section 10. *Maintenance of Insurance.* The Board will at all times keep and maintain, at its own expense, all the dormitories, other facilities and equipment from time to time comprising the properties from which the pledged revenues are derived, insured, for the full insurable value thereof, with insurers acceptable to the Retirement Board of the State Teachers Retirement System, its successors and assigns, against loss or damage by fire, explosion, tornado and against loss or damage due to decrease in use and occupancy resulting from the happening of any of said casualties, in a minimum amount of the full insurable value of such property.

The policies of insurance required by the foregoing provisions of this section shall provide for the payment of any claim thereunder to the Retirement Board of the State Teachers Retirement System, its successors and assigns, and to the Board of Trustees as their respective interests may appear. By the terms of such policies, the sole right to collect and receipt for all claims thereunder shall be vested in the Retirement Board of the State Teachers Retirement System, its successors and assigns, as long as any of the bonds are outstanding and until this indenture is canceled and discharged.

From time to time as any insurance is procured, originals or duplicate originals of the policies therefor will be delivered to and held by the Retirement Board of the State Teachers Retirement System, its successors and assigns. The Retirement Board of the State Teachers Retirement System, its

successors and assigns, shall not be responsible for the collection of any moneys payable under such policies nor for the failure of the Board to procure or renew insurance, nor shall the Retirement Board of the State Teachers Retirement System, its successors and assigns, be under any duty with respect to the form of such policies. The Board will duly pay all premiums on such policies.

The Secretary stated that the construction of these dormitories is now practically completed and that it is therefore necessary to arrange for the insurance as called for in the above section. In the preparation of the insurance forms and in determining the amounts and rates, the Business Office has had the benefit of the valuable services of Mr. H. L. Newton, of the Atkinson-Dauksch Insurance Agencies, which services were rendered gratuitously. The forms as prepared and the amounts, etc., have been approved by the Ohio Inspection Bureau, and the insurance valuation resulted as follows:

	Insurance Valuation		Total
	Building	Equipment	
Baker Hall	\$ 701,785.89	\$ 78,181.79	\$ 779,867.18
Women's Dormitories	270,240.14	28,663.69	298,903.83
Refectory	95,039.22	26,189.77	121,228.99
Totals	\$1,067,014.75	\$132,985.25	\$1,200,000.00

In accordance with the provisions of Section 10, the names of the following fire insurance companies were submitted to the State Teachers Retirement System and were duly approved on May 25, 1940:

The Camden Fire Insurance Company of New Jersey
 The Pittsburgh Underwriters Fire Insurance Company
 The Agricultural Fire Insurance Company of Watertown, New York
 The First American Fire Insurance Company
 The Ohio Farmers Fire Insurance Company

The Secretary recommended that the total insurance amounting to \$1,200,000 be divided so that one-fifth of this amount or \$240,000, be carried by each of the companies named above, and that the policies be issued as follows: one for one year, one for two years, one for three years, one for four years, and one for five years in order that after the first year one policy will fall due each year. This will make the total annual premium on these policies approximately \$1,046.40.

The Secretary stated further that for the business interruption (use and occupancy) insurance called for in Section 10, the estimated annual income from the dormitories and the Refectory will be approximately \$235,550, on which the annual premium will be approximately \$157.76.

The Secretary recommended that this insurance be placed with the following companies which have been approved by the State Teachers Retirement System:

Bankers and Shippers Insurance Company, New York
 American Equitable Assurance Company, New York
 Buckeye Union Fire Insurance Company, Columbus, Ohio

Upon motion of Mr. Thompson, seconded by Mr. Rummell, the Board by unanimous vote approved the above recommendations of the Secretary and directed him for and on behalf of the Board to complete the arrangements for the above called-for insurance.

* * * * *

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The President presented the following resolution which was, upon motion of Mr. Thompson, seconded by Mr. Rummell, unanimously approved:

WHEREAS, it has been proposed that there be established under the auspices of and for the benefit of thirteen Midwestern universities (namely, University of Indiana, Iowa State College, Michigan State College, Northwestern University, Ohio State University, Purdue University, State University of Iowa, University of Chicago, University of Illinois, University of Kentucky, University of Michigan, University of Minnesota, University of Wisconsin) a storage and distribution center for little used library books, and

WHEREAS, the location, participation, basis of financing, and type of organization of the proposed storage center are to be determined, and

WHEREAS, funds must be sought to study this project from persons or corporations who may wish to know the attitude of the governing boards concerning it;

Now, THEREFORE, Be It Resolved that this Board endorse in principle the proposal to establish such a storage center, and that it hereby indicate its willingness to participate in such an enterprise insofar as it is legally permitted so to do, on the understanding that no present financial commitments are incurred by this action.

* * * * *

Thereupon the Board adjourned to meet on Monday, June 10, 1940, 9:30 A. M., at the University.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

THE OHIO STATE UNIVERSITY

OFFICIAL PROCEEDINGS OF THE SEVEN HUNDRED AND TWENTY-EIGHTH MEETING OF THE BOARD OF TRUSTEES

Columbus, Ohio, June 10, 1940.

The Board of Trustees met at the University at 9:30 A. M.

Present: M. Edith Campbell, Chairman, Dr. C. J. Altmaier,
Herbert S. Atkinson, Carlton S. Dargusch, Leo L. Rummell, Dr.
Burrell Russell, and Lockwood Thompson.

* * * * * *

The minutes of the last meeting were approved.

* * * * * *

President Bevis presented the following recommendations:

Resignations

That the following resignations be accepted, and the balance cancelled in accordance with the general rule:

Name	Title	Date Effective	Annual Rate
<i>College of Agriculture</i>			
<i>Animal Husbandry—Rotary No. 7250</i>			
Charles G. Hunt	Graduate Assistant	Oct. 1, 1940	\$ 450.00
<i>Animal Husbandry—Employees</i>			
Wayne Bauer	Student Laborer	July 1, 1940	240.00
George Zeis	Student Laborer	July 1, 1940	240.00
Paul Boerger	Student Laborer	May 31, 1940	240.00
Chester Boyer	Student Laborer	May 31, 1940	240.00
Kenneth Elliott	Student Laborer	May 31, 1940	240.00
Edwin Hofstetter	Student Laborer	May 31, 1940	240.00
Kenneth Lloyd	Student Laborer	May 31, 1940	240.00
Lyman Schnell	Student Laborer	May 31, 1940	240.00
Warren Weininger	Student Laborer	May 31, 1940	240.00
Charles Whitney	Student Laborer	May 31, 1940	240.00
<i>F-9 Farm Marketing</i>			
Robert C. Headington	Research Assistant	Oct. 1, 1940	135.00
<i>Poultry Husbandry</i>			
Richard A. Gordon	Laborer	July 1, 1940	1,392.00
<i>College of Arts and Sciences</i>			
<i>Bacteriology</i>			
Sol Haberman	Graduate Assistant	June 17, 1940	150.00
<i>English</i>			
Emerson C. Shuck	Graduate Assistant	Oct. 1, 1940	450.00
<i>Geology</i>			
Charles W. Hutton	Graduate Assistant	Oct. 1, 1940	450.00
Frederick H. Kate	Graduate Assistant	Oct. 1, 1940	450.00
<i>College of Commerce and Administration</i>			
<i>Bureau of Business Research</i>			
Philip H. Burris	Research Assistant	May 31, 1940	1,000.00

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<i>Economics</i>			
Gordon McKinley	Graduate Assistant	Oct. 1, 1940	450.00
<i>College of Education Administration</i>			
Eileen Perrin	Stenographer	June 15, 1940	972.00
<i>Fine Arts</i>			
Theodore Groce Evans	Assistant	Oct. 1, 1940	702.00
<i>Psychology</i>			
Thomas E. Cook	Graduate Assistant	Oct. 1, 1940	450.00
<i>Workshop on Secondary School Curriculum</i>			
Cancel position of	Professor	June 17, 1940	500.00
Cancel position of	Instructor	June 17, 1940	400.00
Cancel position of	Instructor	June 17, 1940	400.00
<i>College of Engineering</i>			
<i>Engineering Experiment Station</i>			
Joseph H. Chilcote	Research Fellow	May 31, 1940	1,800.00
Howard J. Orlowaki	Research Fellow	June 15, 1940	1,200.00
<i>College of Medicine</i>			
<i>Anatomy</i>			
Milton Berman	Assistant (part time)	May 31, 1940	800.00
<i>Medicine</i>			
Alfred W. Bosworth	Assistant Professor (Biochemical Research)	July 1, 1940	No salary
<i>Starling-Loving Hospital—Rotary No. 7727</i>			
<i>Nursing Care</i>			
Juanita Beall	General Duty Nurse	July 1, 1940	912.00
<i>College of Pharmacy</i>			
Harry P. Ulicny	Instructor	Sept. 30, 1940	1,548.00
William S. Stevens	Assistant Professor	June 30, 1940	2,964.00
<i>Graduate School</i>			
Judson J. Beougher	Research Fellow	May 31, 1940	180.00
Harold A. Farrell	Scholar	Oct. 1, 1940	300.00
<i>President's Division</i>			
<i>Military Science</i>			
Martin H. Burckes	Assistant Professor	Sept. 1, 1940	240.00
Lyle E. Seeman	Assistant Professor	Sept. 1, 1940	240.00
Harold A. Kurstedt	Assistant Professor	Sept. 1, 1940	240.00
<i>Franz Theodore Stone Laboratory</i>			
William S. McArtor	Stenographer—male (part time)	July 1, 1940	1,092.00
<i>Physical Plant Division</i>			
<i>Police and Watchmen</i>			
Lewis J. Dale	Nightwatchman	July 1, 1940	1,332.00
<i>Laboratory Supply Store</i>			
Katherine Young	Typist	July 1, 1940	912.00
*	*	*	*

Appointments

That the following appointments be approved and the necessary amount appropriated to meet the salaries in accordance with the general rule:

Name	Title	Effective	Quarters	Annual Rate
<i>College of Agriculture</i>				
<i>Animal Husbandry—Employes</i>				
Robert Class	Student Laborer	July 1, 1940		\$ 860.00
Elmer C. Eichhorn	Student Laborer	July 1, 1940		860.00
Richard Hall	Student Laborer	July 1, 1940		860.00

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Robert Mootz	Student Laborer	July 1, 1940		860.00
John R. Shoup	Student Laborer	July 1, 1940		860.00
<i>Farm Operations</i>				
Charles Walter	Laborer	July 1, 1940		1,212.00
Fred Graham	Student Laborer	June 15, 1940 for 2 weeks		44.00 period
James Kendall	Student Laborer	June 15, 1940 for 2 weeks		44.00 period
Jim Kinney	Student Laborer	June 15, 1940 for 2 weeks		44.00 period
Leslie McCombs	Student Laborer	June 15, 1940 for 2 weeks		44.00 period
Harry Wolfe	Student Laborer	June 15, 1940 for 2 weeks		44.00 period
Fred Graham	Student Laborer	July 1, 1940 for 1 month		80.00 period
James Kendall	Student Laborer	July 1, 1940 for 3 months		240.00 period
Jim Kinney	Student Laborer	July 1, 1940 for 3 months		240.00 period
Leslie McCombs	Student Laborer	July 1, 1940 for 3 months		240.00 period
<i>School of Home Economics</i>				
Gertrude L. Butler	Instructor	June 17, 1940 Su.		450.00 period
Nelle R. Morris	Assistant (part time)	June 17, 1940 Su.		150.00 period
<i>Poultry Husbandry</i>				
Earl E. Hall	Laborer	July 1, 1940		1,392.00
<i>Rural Economics—F's Farm Marketing</i>				
John D. Thewlis	Research Assistant	July 1, 1940 (12 months)		720.00
<i>Zoology and Entomology</i>				
Norman A. Preble	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
Dorothy V. Clum	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
David T. Rees	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
Arthur N. Gorelick	Graduate Assistant	June 17, 1940 1st term, Su.		75.00 period
<i>Classical Languages</i>				
William R. Jones	Instructor	Oct. 1, 1940	Au.Wi.Sp.	1,848.00
<i>English</i>				
Margret Trotter	Assistant	Oct. 1, 1940	Au.Wi.Sp.	954.00
Karl E. Zink	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>Geology</i>				
Edgar E. Rehn	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
Robert G. Shreffler	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>German</i>				
Henry J. Groen	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>History</i>				
Neal Southard	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>Mathematics</i>				
Maxwell O. Reade	Instructor	Oct. 1, 1940	Au.Wi.Sp.	1,848.00
William J. Schart	Instructor	Oct. 1, 1940	Au.Wi.Sp.	1,848.00
Robert M. Adams	Assistant	Oct. 1, 1940	Au.Wi.Sp.	600.00
<i>College of Commerce and Administration</i>				
<i>Bureau of Business Research</i>				
Dorothy Payne	Research Assistant	Sept. 1 to Dec. 31, 1940		500.00 period
<i>Economics</i>				
John H. Reedy	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
Arthur Lowery	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
George Stepanovich	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00

*College of Dentistry**Dental Clinic—Rotary No. 7160*

C. W. Strosnider	Associate Professor	June 15 to Sept. 30, 1940	600.00 period
C. O. Boucher	Associate Professor	June 15 to Sept. 30, 1940	400.00 period
H. S. Shumway	Assistant Professor	June 15 to Sept. 30, 1940	400.00 period
L. S. Pettit	Assistant Professor	June 15 to Sept. 30, 1940	400.00 period
Robert E. Wade	Assistant Professor	June 15 to Sept. 30, 1940	400.00 period
H. K. Crow	Instructor	June 15 to Sept. 30, 1940	400.00 period
H. D. Spangenberg	Instructor (Special contracts)	June 15 to Sept. 30, 1940	400.00 period

*College of Education**Administration*

Wanda L. Martin	Stenographer	June 16, 1940	972.00
Oliverose Bazler	Student Assistant	June 17, 1940 Su.	95.00 period
*Laurentine B. Collins	Assistant Professor	June 17, 1940 1st term, Su.	750.00 period

*(Salary to be paid from P.E.A. funds for Secondary School Workshop—
Rotary No. 7696)

Bureau of Educational Research

(To be named later)	Assistant	June 15, 1940 for 8 months	270.00 period
Ruth Chambers	Library Assistant	June 17, 1940 Su.	112.00 period
Juanita Folden	Library Assistant	June 17, 1940 Su.	112.00 period
Cora Day	Library Assistant	June 17, 1940 Su.	112.00 period
Virginia Rhodes	Library Assistant	June 17, 1940 Su.	112.00 period

Education

Earl G. Lockhart	Professor (part time)	June 17, 1940 1st term, Su.	300.00 period
James B. Burr	Assistant Professor	June 17, 1940 1st term Su.	550.00 period
Fred C. Slager	Assistant Professor	June 17, 1940 Su.	400.00 period
Lowry W. Harding	Assistant	Oct. 1, 1940 Au.Wi.Sp.	954.00
John A. Whitesel	Assistant	June 17, 1940 Su.	800.00 period
Lowry W. Harding	Assistant	June 17, 1940 Su.	267.00 period
W. L. Sprouse	Instructor	July 25, 1940 2nd term, Su.	250.00 period
Robert W. Haws	Assistant	June 17, 1940 Su.	100.00 period
Marian Vories	Assistant	June 17, 1940 1st term, Su.	75.00 period
O. H. P. Snyder	Assistant	June 17, 1940 1st term, Su.	75.00 period
Joseph F. Frasch	Assistant	June 17, 1940 1st term, Su.	75.00 period
Lawrence Q. Overholt	Graduate Assistant	Oct. 1, 1940 Au.Wi.Sp.	450.00
(To be named later)	Graduate Assistant	Oct. 1, 1940 Au.Wi.Sp.	450.00
(To be named later)	Graduate Assistant	Oct. 1, 1940 Au. Sp.	800.00 period
Franklin V. Lehn	Graduate Assistant	June 17, 1940 Su.	150.00 period
Herman L. Frick	Graduate Assistant	June 17, 1940 Su.	150.00 period
W. R. Flesher	Graduate Assistant	June 17, 1940 Su.	150.00 period
John Ramseyer	Graduate Assistant	June 17, 1940 Su.	150.00 period
Kenneth B. Henderson	Graduate Assistant	June 17, 1940 Su.	150.00 period
James C. Bower	Graduate Assistant	June 17, 1940 Su.	150.00 period

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Hannah Polster	Graduate Assistant	Oct. 1, 1940	Au.	150.00 period
Oliverose Bazler	Student Assistant	June 17, 1940	1st term, Su.	50.00 period
Robert Black	Student Assistant	June 17, 1940	1st term, Su.	50.00 period
<i>Fine Arts</i>				
Thomas W. Lowe	Assistant	Oct. 1, 1940	Au.Wi.Sp.	702.00
<i>Psychology</i>				
George W. Kisker	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
William E. Hall	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
William E. Hall	Graduate Assistant	June 17, 1940	Su.	150.00 period
<i>College of Engineering</i>				
<i>Electrical Engineering</i>				
John B. Heffelfinger	Graduate Assistant	June 17, 1940	Su.	150.00 period
Walter K. Halstead	Graduate Assistant	June 17, 1940	Su.	150.00 period
<i>Engineering Drawing</i>				
Harold E. Kohler	Student Assistant	Oct. 1, 1940	Au.Wi.Sp.	300.00
<i>College of Medicine</i>				
<i>Administration</i>				
Howard J. Scott	Comly-Coleman Scholar	Oct. 1, 1940	Au.Wi.Sp.	300.00
(Salary to be paid from the Comly-Coleman Scholarship Fund as follows: \$100 on September 30, 1940, December 31, 1940, and March 31, 1941)				
<i>Anatomy</i>				
Robert J. Priest	Assistant (part time)	June 1 to Sept. 30, 1940		100.00 period
<i>Physiology</i>				
Douglas E. Smith	Graduate Assistant	Oct. 1, 1940	Au.Wi.Sp.	450.00
<i>Surgical Research</i>				
Frederick G. Smith	Assistant in Research Surgery	July 1, 1940	(12 months)	No salary
<i>Starling-Loving Hospital</i>				
<i>Nursing Care</i>				
Philip Culver Kelsey	Orderly	May 16, 1940	Code (3&4)	696.00
<i>St. Francis Hospital</i>				
James H. Boyer	Intern	July 1, 1940	(12 months)	125.00
<i>College of Pharmacy</i>				
Ole Gisvold	Professor	Sept. 1, 1940	Au.Wi.Sp.	4,308.00
Earl P. Guth	Assistant Professor	Sept. 1, 1940	Au.Wi.Sp.	2,808.00
<i>Graduate School</i>				
Margaret Dora Heise	Wallace and Tiernan Products Inc. Fellow	July 1, 1940	for 14 months	1,050.00 period
(Salary to be paid from the Wallace and Tiernan Products Inc. Fund)				
Sylvia Lipson	Alberta Garber Scott Fellow	Oct. 1, 1940	Au.Wi.Sp.	550.66
(Salary to be paid from interest on the Alberta Garber Scott Fund)				
Bertram Vogel	Scholar	Oct. 1, 1940	Au.Wi.Sp.	300.00
<i>President's Division</i>				
<i>Broadcasting Station</i>				
Robert B. Jacques	Assistant Operator	June 17 to Sept. 17, 1940		330.00 period
<i>Library</i>				
Ralph Robertson	Library Assistant	May 1 to June 30, 1940		152.00 period
*Ralph Robertson	Library Assistant	July 1, 1940		912.00
*(Salary to be paid from Rotary No. 7401)				

*Physical Education for Men**Intramural Athletics*

*Bernard F. Mooney	Assistant Professor	June 17, 1940	1st term, Su.	400.00 period
*Richard C. Larkins	Assistant Professor	July 25, 1940	2nd term, Su.	400.00 period
*Leo G. Staley	Associate Professor	July 25, 1940	2nd term, Su.	400.00 period

*(Special contracts) (Salaries to be paid from General Activities Fee Fund)

Physical Education for Women

Jennette Stein	Assistant Professor (Special contract)	June 17, 1940	1st term, Su.	300.00 period
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Intramural Athletics

*Evelyn Rupert	Assistant Professor	July 25, 1940	2nd term, Su.	300.00 period
Ann Paterson	Instructor	June 17, 1940	1st term, Su.	300.00 period

*(Special contract) (Salaries to be paid from General Activities Fee Fund)

*Administrative Division**Business Office**Purchasing Department*

Mary A. Wheat	Typist	June 1, 1940		972.00
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Dean of Women's Office

Jane Littleton	Stenographer	Aug. 1, 1940	for 1 month	90.00 period
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*Physical Plant Division**Superintendent's Office*

Janice Beatley	Stenographer	June 3, 1940		1,212.00
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Janitor Service

William D. Davis	Janitor	July 1, 1940		1,212.00
Kenneth F. Ostermeyer	Janitor	July 1, 1940		1,212.00

*Baker Hall**Dormitories and Dining Halls—Rotary No. 8400*

B. M. Bowman	Service Man	June 1, 1940	for 1 month	176.00 period
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Changes in Title

That the following changes in title be approved:

Name	Title—From	To	Effective
<i>College of Education</i>			
<i>Education</i>			
Archibald W. Anderson	Instructor	Assistant Professor	Su. Qr. only
<i>College of Veterinary Medicine</i>			
John W. Mills	Instructor (Veterinary Pathology)	Assistant Professor	Oct. 1, 1940
Theodore C. Fitzgerald	Instructor (Veterinary Anatomy)	Assistant Professor	July 1, 1940
John H. Knapp	Instructor (Veterinary Surgery and Clinics)	Assistant Professor	July 1, 1940
Fred J. Kingma	Assistant (Veterinary Physiology and Pharmacology)	Instructor	July 1, 1940

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Changes in Salary

That the following changes in salary be approved:

Name	Title	Effective	Annual Rate From	To
<i>College of Agriculture</i>				
<i>Animal Husbandry—Employees</i>				
Robert Bay	Student Laborer	June 1, 1940	\$ 240.00	\$ 360.00
Robert Class	Student Laborer	June 1, 1940	240.00	360.00

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Francis Westrick	Student Laborer	June 1, 1940	240.00	360.00
Thomas Williams	Student Laborer	June 1, 1940	240.00	360.00
<i>Farm Operations</i>				
A. C. Rhoten	Laborer	July 1, 1940	800.00	1,212.00
Kenneth Vaught	Laborer	July 1, 1940	for 8 mo. 1,212.00 and house	for 12 mo. 1,272.00 and house
<i>College of Arts and Sciences</i>				
<i>Bacteriology</i>				
Helen I. Knott	Graduate Assistant	June 17, 1940	75.00	150.00
<i>College of Education</i>				
<i>Administration</i>				
Ruth Beattie	Assistant	Su. Qr. only	190.00	95.00
*Edward Liss	Consultant	1st term, Su.	(full time) 800.00	(part time) 400.00
			period	period
<i>Education</i>				
Archibald W. Anderson	Assistant Professor	Su. Qr.	500.00	600.00
			period	period
<i>College of Veterinary Medicine</i>				
Hugh B. McGlade	Technical Assistant	July 1, 1940	420.00	528.00
			(Salary paid from Laboratory Supply Store Pro Rata Fund)	
<i>Physical Plant Division</i>				
<i>Superintendent's Office</i>				
Alice Glick	Stenographer	July 1, 1940	1,212.00	1,832.00
<i>University Health Service</i>				
Theodore Allenbach	Associate Physician and Instructor in Medicine	July 1, 1940	2,676.00	3,156.00
* * *				

Changes in Quarters of Service

That the following changes in quarters of service be approved:

Name	Title	From	To
<i>College of Agriculture</i>			
<i>Zoology and Entomology</i>			
		1940-1941	
Donald W. Dunham	Assistant	Au. Wi. Sp.	Su. Au. Wi.
<i>College of Arts and Sciences</i>			
<i>Chemistry</i>			
W. Conard Fernelius	Associate Professor	Au. Wi. Sp.	Su. Au. Wi.
<i>Speech</i>			
		1939-1940	
Eugene Bahn	Assistant Professor	Su. Au. Wi.	Su. Au. Wi. Sp.
William M. Timmons	Assistant Professor	Au. Wi. Sp.	(Su. '40) Au. Wi.
<i>College of Medicine</i>			
<i>Physiology</i>			
		1940-1941	
Frederick Shelden	Instructor	Au. Wi. Sp. (eff. 10-1-40)	Su. Au. Wi. (eff. 7-1-40)
<i>College of Veterinary Medicine</i>			
<i>Veterinary Surgery and Clinics</i>			
Edward T. Marsh	Assistant Professor	12 months, eff. 9-1-40	12 months, eff. 8-15-40
<i>Veterinary Clinic—Rotary 7890</i>			
Edward T. Marsh	Assistant Professor	12 months, eff. 7-1-40	12 months, eff. 8-15-40
<i>President's Division</i>			
<i>Library</i>			
E. Christine Hawkinson	Cataloguer	8 months, eff. 11-1-40	8 months, eff. 7-1-40
* * *			

The following miscellaneous recommendations be approved:

That the vacation credit in the amount of \$1,080 in the account of John P. Gillin, Assistant Professor in the Department of Sociology, be paid to him as salary during the months of October, November, December of 1940 and January of 1941.

That F. Webster McBryde, Instructor in the Department of Geography, receive salary in the amount of \$193 per month for August and September of 1940, to compensate him for services rendered during the Winter and Spring Quarters 1940.

That Mary E. Gates, Stenographer in the Dean of Men's Office, be granted a leave of absence, without salary, effective August 1, 1940 for one month.

That the following gifts be accepted and the appreciation of the Board of Trustees be appropriately expressed:

\$1,400 from Wallace and Tiernan Products, Incorporated of Belleville, New Jersey, for the establishment of a fellowship in the Department of Bacteriology for the study of the action of disinfectants on bacterial enzymes. This fellowship carries a stipend of \$100 a month for 14 months, beginning July 1, 1940; of this amount \$75 will be paid to the Fellow to be appointed upon the recommendation of the Department of Bacteriology, the Dean of the College of Arts and Sciences, and the Dean of the Graduate School, and the balance of \$25 a month shall be available for expenses in connection with research conducted under the fellowship;

\$3,340 from the National Foundation for Infantile Paralysis, Incorporated, 120 Broadway, New York City, for further support of research on poliomyelitis by the Department of Bacteriology. It is understood and agreed that this grant will finance the research project for one year beginning July 1, 1940, upon the condition that the sum of \$60 per month will be paid in support of a fellowship in the Department of Bacteriology and that the balances of the monies available will be spent for animals and supplies;

\$600 from the American Chemical Paint Company for a graduate assistantship in the Division of Floriculture;

Six hundred and eighty volumes of works in the fields of English and European History from the personal library of Wilbur H. Siebert, Emeritus Professor in the Department of History, for presentation to the University Library.

That the following research agreement hitherto entered into between the Ohio State University and the Ohio State University Research Foundation, setting up the following project, be reported to the Board of Trustees for information and record:

Procter and Gamble Company, Ivorydale, Ohio—Investigation of the separation of fatty acids of fish oils by low temperature crystallization (to be known as the Procter and Gamble Fellowship in Physiological Chemistry).

That the Athletic salary budget for the year 1940-1941, herewith presented, be approved:

Name	Title	Effective	Quarters	Annual Rate
<i>Athletics</i>				
<i>Games and Sports</i>				
Francis A. Schmidt	Professor and Director of Football	July 1, 1940	Au.Wi.Sp.	\$8,100.00
Ernest R. Godfrey	Associate Professor and Assistant Football Coach	July 1, 1940	Au.Wi.Sp.	6,612.00
Harold G. Olsen	Professor, Director of Basketball and Assistant Athletic Director	July 1, 1940	Au.Wi.Sp.	6,120.00
Lawrence N. Snyder	Professor and Track Coach	July 1, 1940	Au.Wi.Sp.	5,280.00
F. R. Castleman	Professor and Director of Track	July 1, 1940	Au.Wi.Sp.	768.00
Michael Peppe	Assistant Professor and Swimming Coach	July 1, 1940	Au.Wi.Sp.	1,224.00
Frederick C. Mackey	Assistant Professor and Freshman Football Coach	July 1, 1940	Au.Wi.Sp.	8,996.00
Bernard F. Mooney	Assistant Professor and Wrestling Coach	July 1, 1940	Au.Wi.Sp.	1,224.00
Walter E. Duffee	Associate Professor and Team Physician	July 1, 1940	Au.Wi.Sp.	2,040.00
Tucker P. Smith	Trainer	July 1, 1940 (12 months)		3,684.00
John E. Blickle	Instructor and Assistant Coach	July 1, 1940	Au.Wi.Sp.	3,096.00
Sidney Gillman	Instructor and Assistant Football Coach	July 1, 1940	Au.Wi.Sp.	3,072.00
Robert H. Kepler	Instructor, Golf	July 1, 1940	Au.Wi.Sp.	3,192.00
Herman L. Wirthwein	Instructor and Tennis Coach	July 1, 1940	Au.Wi.Sp.	1,020.00
Frank A. Riebel	Instructor and Fencing Coach	July 1, 1940	Au.Wi.Sp.	300.00
Carl J. Wirthwein	Instructor, Freshman Coach, Swimming and Tennis	July 1, 1940	Au.Wi.Sp.	782.00
William D. Heintz	Assistant Track Coach	Sept. 1, 1940 (10 months)		750.00 period
Gomer T. Jones	Instructor and Assistant Football Coach	July 1, 1940	Au.Wi.Sp.	1,800.00
Wayne B. Wright	Assistant Baseball Coach	Sept. 1, 1940 (10 months)		300.00 period
Galvin L. Walker	Assistant	Sept. 1, 1940 (10 months)		750.00 period
Ernest Biggs	Assistant	Sept. 1, 1940 (10 months)		900.00 period
James R. Hull	Assistant	July 1, 1940 (12 months)		1,392.00
Charles W. Harley	Honorarium	July 1, 1940		600.00
H. C. Fowler	Polo Coach	Oct. 1, 1940	Au.Wi.Sp.	100.00
(To be named later)	Rifle Coach			100.00
(To be named later)	Assistant Wrestling Coach			300.00
(To be named later)	Pistol Coach			100.00
(To be named later)	Assistant Coaching			1,000.00
Total—Games and Sports.....				\$58,552.00
<i>Administration and General</i>				
L. W. St. John	Professor and Director of Athletics	July 1, 1940 (12 months)		4,000.00
Oscar L. Thomas	Assistant to Director and Manager, Football Program	July 1, 1940 (12 months)		8,876.00
Mildred H. Finch	Office Manager	July 1, 1940 (12 months)		2,160.00
Caroline F. Dudley	Secretary	July 1, 1940 (12 months)		1,608.00
M. Helen Pugh	Requisition Clerk	July 1, 1940 (12 months)		1,572.00
Dorothy Fogie	Stenographer	July 1, 1940 (12 months)		1,092.00
Marie J. Manning	Stenographer (part time)	July 1, 1940 (12 months)		480.00
Helen Lum	Stenographer	July 1, 1940 (12 months)		1,152.00
James L. Renick	Director, Athletic News Service	July 1, 1940 (12 months)		3,600.00
Henry D. Taylor	Director, Ticket Sales	July 1, 1940 (12 months)		4,608.00
Charles King	Clerk	Sept. 1, 1940 (4 months)		600.00 period
John E. Pryor	Auditor	July 1, 1940 (12 months)		3,696.00

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Wilda Loudenslager	Assistant Director of Ticket Sales	July 1, 1940 (12 months)	1,992.00
Tony Aquila	Groundkeeper	July 1, 1940 (12 months)	2,952.00
Salvatore Leone	Assistant Groundkeeper	July 1, 1940 (12 months)	1,392.00
Angelo Cervi	Carpenter	July 1, 1940 (12 months)	1,692.00
Albert Macioce	Truck Driver	July 1, 1940 (12 months)	1,612.00
James Doon	Janitor	July 1, 1940 (12 months)	1,272.00
Ralph Guarasci	Mechanic	July 1, 1940 (12 months)	1,272.00
Homer T. Ellis	Custodian of Equipment	July 1, 1940 (12 months)	1,212.00
Helen Billingsley	Ticket Clerk	July 1, 1940 (12 months)	1,032.00
(To be named later)	Graduate Assistant in Physical Education		Au.Wi.Sp. 450.00

Total—Administration and General.....\$43,222.00

Golf Course

John S. McCoy	Superintendent of Golf Course	July 1, 1940 (12 months)	3,684.00
Park Holcomb	Caretaker, Golf Club	July 1, 1940 (12 months)	1,212.00 and house
Besse L. Weed	Manager, Lunch Room, Club House	{ July 1 to Oct. 31, 1940 { Mar. 1 to June 30, 1941	640.00 period
Charles S. Chubb	Manager, Club House	July 1, 1940 (12 months)	2,460.00
Richard Evans	Bus Driver and Caddy Master	July 1, 1940 (12 months)	1,452.00

Total—Golf Course\$ 9,448.00

Upon motion of Mr. Rummell, seconded by Mr. Atkinson, the above recommendations of the President were upon roll call unanimously approved.

* * * * *

The Board now considered the Rules and Regulations of the Four Quarter Plan which were adopted in 1924, and after some discussion, the President was requested, upon motion of Mr. Dargusch, seconded by Mr. Thompson, to prepare and present to the Board for its consideration a revision or clarification of the rule which has to do with payments for extra vacation credit.

* * * * *

Upon motion of Mr. Atkinson, seconded by Mr. Thompson, the Board by unanimous vote adopted the following resolutions in recognition of those members of the teaching staff who are retiring, under the rules, as of September 1, 1940:

WHEREAS, five members of the Ohio State University faculty are retiring from active duty on September 1, 1940, with the well-merited rank of emeritus professors, and

WHEREAS, in their periods of University service ranging from twenty-six to forty-one years they have given unselfishly and devotedly of their time and energy in the classroom and in the laboratory, in important committee responsibilities, and in other areas of the institution's activities and relationships;

Now, THEREFORE, Be It Resolved that this Board express the gratitude and appreciation of the Ohio State University to the following five members of the faculty who are soon to relinquish the responsibilities of active membership on the staff:

Dr. William E. Henderson, Professor of Chemistry, who has distinguished himself in his professional field as a teacher

and as an author; who has served since 1899 as a member of the faculty in the Department of Chemistry, with added responsibilities in the years 1921 to 1927 as Dean of the College of Arts, Philosophy, and Science, and more recently as a member of the Faculty Committee to advise with the Board of Trustees on University affairs.

Dr. George M. Bolling, Professor of Classical Languages, a member of our faculty since 1914, whose contributions to the field of linguistics as teacher, author, and editor have won the respect of colleagues both here and abroad.

Dr. James E. Hagerty, Professor of Social Administration, who has made far-reaching contributions toward the expansion of University services through his leadership in the fields of economics, sociology, and social administration, and as first Dean of the College of Commerce and Journalism, a position in which he served from 1916 to 1926; combining in the period of his University affiliation from 1901 to date, his interests on the campus with those of welfare organizations in the field.

Dr. Edwin F. Coddington, Professor of Geodetic Engineering; an alumnus of our own University who returned to the faculty of his alma mater in 1902 and has served it continuously and with devotion since that time, in the Departments of Mathematics, Mechanics and Civil Engineering, as well as on the staff of the Engineering Experiment Station; for five years, 1915 to 1920, he was Acting Dean of the College of Engineering.

Professor Alonzo H. Tuttle, Professor of Law, and a graduate of our College of Law, whose service on the University faculty dates back to 1900 when he accepted an appointment in the Department of American History and Political Science; since 1907 he has been a Professor of Law, having additional responsibilities from 1926 to 1928 as Acting Dean of the College of Law; a distinguished teacher who also has served the community in various capacities, including membership in the Ohio Senate.

* * * * *

Vice President Morrill, Chairman of the committee appointed by the Board to study relations of the University Broadcasting Station (WOSU) with Station WKBN, Youngstown, and the Federal Communications Commission, reported that:

(1) Pursuant to informal instructions from the Board, the University had presented a request for \$3,930 to the State Emergency Board for funds to cover the possible purchase of a new transmitter. This request was denied.

(2) Pursuant to further informal instructions, Mr. Morrill and the committee had sought to secure these funds from Station WKBN and this Station had informally agreed to make a gift of \$2,000 additional to its earlier commitment of \$12,000, toward the purchase of such transmitter.

(3) Apparently the only source of an additional \$1,930 required to purchase the transmitter is from present equipment appropriations of the University or by a transfer of this

amount, by the State Emergency Board, from present University balances.

Mr. Morrill asked for the advice of the Board.

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Chairman was authorized to appoint a committee of three members of the Board to continue the negotiations with Station WKBN. The Chairman appointed Mr. Atkinson, Chairman, Dr. Russell and Dr. Altmaier.

* * * * *

The Board now proceeded to the election of officers for the fiscal year beginning July 1, 1940.

Upon motion of Dr. Russell, seconded by Mr. Rummell, Mr. Herbert S. Atkinson, was by unanimous vote elected Chairman of the Board.

Upon motion of Mr. Atkinson, seconded by Mr. Rummell, Mr. Lockwood Thompson was by unanimous vote elected Vice-Chairman of the Board.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, Mr. Carl E. Steeb was by unanimous vote elected Secretary of the Board.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, Mr. Charles F. Kettering was by unanimous vote elected Treasurer of the Board.

* * * * *

The Chairman stated there is an earnest desire that the new Women's Dormitory be designated by name, and that many persons had recommended to her the name "Canfield Hall" honoring the memory of the late Dr. and Mrs. James H. Canfield, and at the same time giving recognition to their illustrious daughter, Dorothy Canfield Fisher, who was graduated from the Ohio State University as of the class of 1899. Dr. Canfield served as President of this University from July 1, 1895 until June 30, 1899.

Upon motion of Dr. Russell, seconded by Dr. Altmaier, the Board by unanimous vote officially named the new Women's Dormitory "Canfield Hall."

* * * * *

The Secretary presented the following letter from The W. H. Spohn Plumbing Company:

June 6, 1940.

Mr. C. E. Steeb, Business Manager
Ohio State University
Columbus, Ohio

Dear Mr. Steeb:

The W. H. Spohn Plumbing Company entered into contract March 14, 1939, with the Board of Trustees of Ohio State University for certain heating and ventilating work to be done on the Women's Dormitories at Ohio State University, Columbus, Ohio.

On April 10, 1939, the W. H. Spohn Plumbing Company entered into a contract with the Board of Trustees of Ohio State University for certain plumbing work to be done on the Men's Dormitory at Ohio State University.

Under Article No. 33 of the specifications, captioned

assignment, the Spohn Plumbing Company now requests permission of the Board of Trustees of Ohio State University to assign to the United States Fidelity and Guaranty Company all money now being held by the Board of Trustees of Ohio State University under the above contracts, which are now due or shall, in the future, become due and payable to The W. H. Spohn Plumbing Company. The W. H. Spohn Plumbing Company requests that the Board of Trustees, after having consented to this assignment, pay into the hands of the United States Fidelity and Guaranty Company all sums now due or which shall become due under the above mentioned contracts.

Very truly yours,

(Signed) THE W. H. SPOHN PLUMBING COMPANY
By W. H. Spohn, *President*.

The Secretary reported that the above letter was discussed with the Attorney General and that he recommended that the Board of Trustees give consent, as requested by the W. H. Spohn Plumbing Company.

Upon motion of Mr. Atkinson, seconded by Dr. Russell, the Board by unanimous vote adopted the following resolution:

That the Board of Trustees give consent to The W. H. Spohn Plumbing Company to assign any and all moneys due it from Ohio State University on account of Contract No. 5, dated March 14, 1939, for Heating and Ventilating, Women's Dormitories, and Contract No. 6, dated April 10, 1939, for Plumbing, Men's Dormitory, Ohio State University, to the United States Fidelity and Guaranty Company, upon the conditions that no such moneys be released until

- (a) the Architect certifies that all work required by the said contracts has been fully completed;
- (b) the satisfactory evidence is furnished the University that all outstanding claims on the Spohn Company on account of the contracts have been satisfied or waived; and
- (c) the surety releases the University from all obligations and claims on account of said contracts.

* * * * *

The Secretary presented the following letter from the University Architect:

June 7, 1940.

Mr. Carl E. Steeb, Business Manager
Ohio State University

Re: Women's Dormitories

Dear Sir:

I wish to certify that all work required by the contract with E. Elford and Son for the general construction of the Women's Dormitories, dated March 14, 1939, has been fully completed, and I recommend that it be accepted and the final payment of \$31,907.88 be made on account of that contract.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

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Upon motion of Dr. Altmaier, seconded by Dr. Russell, the Board by unanimous vote approved the recommendations of the University Architect, accepted as completed the contract of E. Elford and Son on the Women's Dormitories, and authorized the Secretary to pay to E. Elford and Son the final estimate on this contract, in the amount of \$31,907.88.

* * * * *

The Secretary now presented the following communication from the University Architect:

June 7, 1940.

Mr. Carl E. Steeb, Business Manager
Ohio State University

Re: Men's Dormitory

Dear Sir:

With reference to delivery of the voucher to E. Elford and Son for final payment on account of the contract for general construction of the Men's Dormitory, dated April 10, 1939, I wish to report as follows:

(1) PWA form I-23, made out on May 17, upon which the estimate of payment is made, was for the entire amount of \$92,965.38, due on the completed contract, (including the retained 10%). This was done at the suggestion of the PWA Resident Engineer Inspector in order to file all papers prior to closing the local PWA office even though there still remained a large number of minor items to be completed and adjusted.

(2) In order not to hold the entire amount of the final estimate until the Architect can certify to full completion and adjustment of all items, I recommend that the final check be released and that E. Elford and Son file a certified check in the sum of \$7,500 to be held by the University until the University Architect certifies to full completion and adjustment of the items listed herewith.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Upon motion of Mr. Thompson, seconded by Mr. Rummell, the Board by unanimous vote approved the above recommendations of the University Architect, and authorized the Secretary to pay to E. Elford and Son the final estimate on this contract, in the amount of \$92,695.38, provided that E. Elford and Son file a certified check made payable to The Ohio State University in the sum of \$7,500, to be held by the University until the University Architect certifies to the full completion and adjustment of such minor items as are yet to be completed.

* * * * *

The Secretary read the following letter from the University Architect:

June 8, 1940.

Mr. Carl E. Steeb, Secretary
Board of Trustees
Ohio State University

Re: Men's Dormitory
PWA Docket OH-1990-F

Dear Sir:

In order to complete the records on the Men's Dormitory, PWA Project OH-1990-F, I hereby certify that the work on Contract No. 1, Excavation, was fully completed on January 20, 1939, and on Contract No. 2, Tunnel, was completed on March 28, 1939.

I, therefore, recommend that the Board of Trustees of Ohio State University be requested to authorize you to issue a certificate of completion and acceptance in the form recommended by the Resident Engineer Inspector.

Yours very truly,

(Signed) HOWARD DWIGHT SMITH,
University Architect.

Mr. Rummell offered the following resolution and moved its adoption.

WHEREAS, The University Architect has certified that the work on Contract No. 1, Excavation, Men's Dormitory (PWA Docket No. OH-1990-F) was fully completed on January 20, 1939 and that the work on Contract No. 2, Tunnel, Men's Dormitory (PWA Docket No. OH-1990-F) was fully completed on March 28, 1939;

NOW, THEREFORE, Be It Resolved that the Secretary of this Board of Trustees be and he is hereby authorized to execute certificates of completion and acceptance of the work required by the above contracts under the said docket.

Dr. Russell seconded the above motion which was upon roll call unanimously adopted.

* * * * *

The Secretary read the following letter from the University Architect:

June 8, 1940.

Mr. Carl E. Steeb, Secretary
Board of Trustees
Ohio State University

Re: Women's Dormitories
PWA Docket OH-2095-F

Dear Sir:

In order to complete the records on the Women's Dormitories, PWA Project OH-2095-F, I hereby certify that the work on Contract No. 1, Excavation, was fully completed January 30, 1939, and on Contract No. 2, Tunnel, was completed on March 30, 1939.

I, therefore, recommend that the Board of Trustees of Ohio State University be requested to authorize you to issue

a certificate of completion and acceptance in the form recommended by the Resident Engineer Inspector.

Yours very truly,
(Signed) HOWARD DWIGHT SMITH,
University Architect.

Mr. Rummell offered the following resolution and moved its adoption:

WHEREAS, The University Architect has certified that the work on Contract No. 1, Excavation, Women's Dormitories (PWA Project No. OH-2095-F) was fully completed on January 30, 1939 and that the work on Contract No. 2, Tunnel, Women's Dormitories (PWA Docket No. OH-2095-F) was fully completed on March 30, 1939;

NOW, THEREFORE, Be It Resolved that the Secretary of this Board of Trustees be and he is hereby authorized to execute certificates of completion and acceptance of the work required by the above contracts under the said docket.

Dr. Russell seconded the above motion which was upon roll call unanimously adopted.

* * * * *

The Secretary now read the following letter from the University Architect:

June 8, 1940.

Mr. Carl E. Steeb, Secretary
Board of Trustees
Ohio State University

Re: Faculty Assembly Unit
PWA Docket OH-2158-F

Dear Sir:

In order to complete the records on the Faculty Assembly Unit, PWA Project OH-2158-F, I hereby certify that the work on Contract No. 1, Excavation, was fully completed on April 1, 1939.

I, therefore, recommend that the Board of Trustees of Ohio State University be requested to authorize you to issue a certificate of completion and acceptance in the form recommended by the Resident Engineer Inspector.

Yours very truly,
(Signed) HOWARD DWIGHT SMITH,
University Architect.

Mr. Rummell offered the following resolution and moved its adoption:

WHEREAS, The University Architect has certified that the work on Contract No. 1, Excavation, Faculty Assembly Unit (PWA Docket No. OH-2158-F), was fully completed on April 1, 1939;

NOW, THEREFORE, Be It Resolved that the Secretary of this Board of Trustees be and he is hereby authorized to execute a certificate of completion and acceptance of the work required by the above contract under the said docket.

Dr. Russell seconded the above motion which was upon roll call unanimously adopted.

* * * * *

The Secretary reported to the Board that bids for the Remodeling of the Administration Building will be received on June 26, 1940 at 2:00 P. M.

Upon motion of Dr. Russell, seconded by Mr. Rummell, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the University Architect's estimate, to recommend to the Director of Public Works the award of contract to the lowest and best bidder. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary reported to the Board that bids covering the Forced Draft, Multiple Retort, Underfeed Stoker for No. 2 Boiler in the Power Plant will be received on July 8, 1940, at 2:00 P. M.

Upon motion of Mr. Thompson, seconded by Mr. Atkinson, the Cabinet was authorized and directed, for and on behalf of the Board of Trustees, to open and read in public any bids that may be presented, and if any bids are received below the Maintenance Engineer's estimate, to recommend to the Director of Public Works the award of contract to the lowest and best bidder. All actions of the Cabinet on this matter are to be reported to the Board of Trustees at a later meeting.

* * * * *

The Secretary now presented plans and specifications as prepared by the University Architect for the Remodeling of the Dining Room, etc. of the Ohio Union building. These plans have been approved by the Board of Overseers of Ohio Union, and the authority of the Board of Trustees is now requested for the Board of Overseers to proceed with the award of contracts for such improvements. The expense of such remodeling, estimated at \$15,000, will be paid from Ohio Union funds.

Upon motion of Mr. Dargusch, seconded by Mr. Thompson, the plans and specifications as prepared by the University Architect for the Remodeling of the Ohio Union building were unanimously approved, and the Board of Overseers was authorized to award contracts for this work with the understanding that the cost of said improvements will be paid from Ohio Union funds.

* * * * *

Thereupon the Board adjourned to meet on July 25, 26 and 27, 1940 at Gibraltar Island.

Attest:

(Signed) CARL E. STEEB,
Secretary.

(Signed) M. EDITH CAMPBELL,
Chairman.

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