

August 31, 1937

A meeting of the Board of Regents of the Morehead State Teachers College was held at the office of the President on Tuesday, August 31, 1937, at 1:00 P. M., pursuant to the following notice:

"State Superintendent, Harry W. Peters has directed me to call a meeting of the Board of Regents of the Morehead State Teachers College for Tuesday, afternoon, August 31, at one P. M., Central Standard time. The meeting will be held in the office of the President at Morehead."

Very sincerely,

(Signed) H. A. Babb
President."

The following regents were present:

Mrs. Allie W. Young
Judge W. A. Caskey
D. H. Putnam

Also, President H. A. Babb.

In the absence of Supt. H. W. Peters, Chairman, and at the request of Mrs. A. W. Young, Vice Chairman, D.H. Putnam, presided as Chairman of the meeting.

Minutes read and Approved. The minutes of the last previous meeting of the Board of Regents, held May 19, 1937, were read and on motion duly seconded and carried, were ordered approved.

Workships and NYA Allocations 1937-1938. President Babb reported a very large number of applications had been received by him for both workships and NYA assistance for the school year 1937-1938; that the National Youth Administration authorities had reduced the number of students to receive NYA assistance from 113, for the school year 1936-1937 to 35 for the school year 1937-1938; that the many meritorious cases to be considered made a difficult problem and that he was allocating the NYA assistance to those students who appeared to be most deserving and in need of assistance.

Street Paving Assessments Paid. The President reported that Street Paving Assessments had been paid as follows:

June 29, 1937, Arthur Hogge property	\$607.75
Chas. Keeton "	1,531.97
Total	<u>\$2,139.72</u>

That these assessments were liens on the respective properties at the time of the purchase of same by the College and had been assumed by the College as part of the purchase price.

Contract with Dr. G. C. Nickell. Contract of date May 19, 1937, between the College and Dr. G. C. Nickell, covering the services of Dr. Nickell, as School Physician for the period of the College Year, 1937-1938, and outlining his duties as such, was read. On motion of Judge Caskey, seconded by Mrs. Young, all voting aye, the contract was ordered approved.

Dwelling sold. President Babb stated, that pursuant to direction of the Board, the Cottage situated on the property east of the Breckinridge Training School, had been advertised by him for sale and sold at public auction to Lawrence Rickets for \$335.00. The cottage has now been torn down and removed from the property.

Financial Report. President Babb reported that the financial report for the Fiscal Year ending June 30, 1937, was not yet completed and would be presented at a later date.

Sale of Bishop Property. On motion of Judge Caskey, seconded by Mrs. Young, all voting aye, it was ordered that the dwelling situated on the lot directly across from the President's residence, and known as the Bishop property, be offered for sale at public auction, after advertisement by President Babb, the dwelling to be sold on the basis of being torn down and removed from the property. Terms - cash.

Purchase of Alcohol. On motion of Judge Caskey, seconded by Mrs. Young, all voting aye, the following resolution was adopted:

"Be it resolved that Dr. Wildred A. Welter, head of the Science Department of the Morehead State Teachers College, or Mr. William H. Vaughan, Dean of the Morehead State Teachers College, be empowered to execute and sign any and all documents or contracts with the United States Government in connection with the use of alcohol in the College for scientific purposes".

Acceptance of Men's Dormitory. The President presented the following letter from Joseph & Joseph, Architects, which was read:

Louisville, Ky.
August 30, 1937

President H. A. Babb
Board of Regents
Morehead State Teachers College
Morehead, Kentucky

Re:Docket Ky. 1060 R. Science Bldg.
Ky. 1192 R, Dormitory
Morehead, Kentucky

Dear President Babb:

Science Building, Docket Ky 1060 R, and Dormitory Docket Ky 1192 R, have been completed. We recommend that the Board accept these contracts.

After final grant is made, if it is deemed advisable, the final grant can be withheld from a few of the contractors, if necessary.

Very truly yours,

(Signed) Joseph & Joseph
 Alfred S. Joseph
 By: Alfred S. Joseph, Jr."

ASJ.JR/B

On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, it was ordered that the new Men's Dormitory Building be formally accepted by the Board and it was ordered that the following Certificate of completion and Acceptance be duly executed:

"CERTIFICATE of COMPLETION and ACCEPTANCE.

Docket No. 1192-R (Ky)
 Type Dormitory
 Location Morehead, Ky.

We, the Board of Regents, the duly authorized representatives of the Morehead State Teachers College, do hereby certify that the work on Contract Docket No. 1192-R, (Ky.), covering the construction of a Dormitory Building located at Morehead, Rowan County, Kentucky, has been entirely completed, in accordance with all approved plans and specifications and contract documents. The entire docket is accepted this the 31st day of August, 1937".

Acceptance of Science Building. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, it was ordered that the Science Building be formally accepted by the Board, and it was ordered that the following Certificate of Completion and Acceptance be duly executed.

"CERTIFICATE of COMPLETION and ACCEPTANCE

Docket No. 1060-R (Ky.)
 Type Science Building
 Location Morehead, Ky.

We, the Board of Regents, the duly authorized representatives of the Morehead State Teachers College, do hereby certify that the work on Contract Docket No. 1060-R, (Ky.), covering the construction of a Science Building located at Morehead, Rowan County, Kentucky, has been entirely

completed, in accordance with all approved plans and specifications and contract documents. The entire docket is accepted this the 31st day of August, 1937".

Leave of Absence of Dr. A. Y. Lloyd: The President presented the following letter of Dr. A. Y. Lloyd which was read:

"June 14, 1937

President H. A. Babb
Morehead State Teachers College
Morehead, Kentucky

Dear President Babb:

Thank you for your letter of June 7th relative to my proposed extension of leave of absence.

If agreeable with you, I would like to be re-elected as Head of the Department of History and Political Science for the school year of September 1, 1937 to September 1, 1938, and to be granted a leave of absence without pay from the expiration of my present leave on June 1, 1937, until June 1, 1938.

Thanking you for your courtesy in this matter, I am

Sincerely yours,

(Signed) A. Y. Lloyd,
Director of Public Assistance".

AYL/VM

On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, it was ordered that a leave of absence, without pay, be granted to Dr. A. Y. Lloyd until June 1, 1938, as requested in his letter.

Dr. J. B. Holtzclaw elected Head of Department of History and Political Science. Upon motion of Mrs. Young, seconded by Judge Caskey, all voting aye, Dr. J. B. Holtzclaw was elected as Head of the Department of History and Political Science for a period of nine months, beginning September 1, 1937, at a monthly salary of \$225.00.

Teachers Breckinridge Training School. Miss Helen Board was recommended by President Babb for the position of First Grade Critic Teacher in the Breckinridge Training School. On motion of Judge Caskey, seconded by Mrs. Young, all voting aye, it was ordered that Miss Helen Board be elected to the above position an an annual salary of \$1,800.00, effective September 1, 1937, for the term of one year.

the term of one year.

President Babb recommended Miss Lutie D. Nickel for the position of sixth grade teacher in the Breckinridge Training School. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, it was ordered that Miss Nickell be elected to the above position for the period of one year, Beginning September 1, 1937, at an annual salary of \$1,800.00.

Leave of Absence to Lewis H. Horton. President Babb reported that Mr. Lewis H. Horton, Head of the Music Department, had made a request for a sabbatical leave of absence to attend Ohio State University, beginning September 1, 1937. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, a sabbatical leave of absence was granted to Lewis H. Horton, with half pay, beginning September 1, 1937.

Resignation of C. B. Lane as Full-time Auditor. President Babb reported that Mr. C. B. Lane had made request to be relieved from full-time duties as Auditor and Bookkeeper. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, it was ordered that, effective September 1, 1937, Mr. C. B. Lane be on a half-time basis as Auditor and Bookkeeper, his compensation to be fixed at \$100.00 per month; that the President confirm the new arrangement with Mr. Lane.

Herbert Hogan, Assistant Auditor and Bookkeeper. President Babb recommended as Assistant Auditor and Bookkeeper Mr. Herbert Hogan. On motion of Mrs. Young, seconded by Judge Caskey, Mr. Hogan was elected as Assistant Auditor and Bookkeeper, effective September 1, 1937, for a period of one year, at a monthly salary of \$125.00.

Wallace Keeton, Groundkeeper. President Babb reported that Wallace Keeton had been recommended by W. H. Rice, Chief Engineer, for the position of Groundkeeper. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, Wallace Keeton was employed for the position of Groundkeeper, effective September 1, 1937, at a monthly salary of \$80.00.

Gilbert Jones, Assistant at Power Plant and Assistant Electrician. The President reported that Gilbert Jones has been employed at the Power Plant on an hourly basis; that Mr. W. H. Rice, Chief Engineer, recommended that he be put on a monthly basis.

On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, Gilbert Jones was employed as Assistant at the Power House and as Assistant Electrician at a monthly salary of \$100.00, effective September 1st.

Workmen's Compensation Insurance. President Babb discussed the matter of Workmen's Compensation coverage on the faculty and employees of the College. The President was requested to secure an opinion from the Attorney General with respect to the responsibility of the College under the Kentucky Workmen's Compensation Act.

Commercial Department. The desirability of establishing a Commercial Department was presented and discussed by President Babb. The matter was passed for further consideration with the expression of opinion that, if it could be worked out, it would probably be desirable to start a Commercial Department at the College beginning with the second semester 1937-1938.

Telephone Service. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, President Babb and D. H. Putnam were appointed a Committee, with power to act, with respect to the installation of a private branch telephone exchange at the College.

Repairs to Administration Building. On motion of Judge Caskey, seconded by Mrs. Young, all voting aye, President Babb and Mr. Rice were appointed as a Committee to have repairs made to the Administration Building made necessary by the removal of the Science Equipment to the new Science Building.

Extension of City Limits. On motion of Mrs. Young, seconded by Judge Caskey, all voting aye, the President was directed to take all necessary steps to bring all of the College properties into the limits of the City of Morehead, it appearing at the present time that part of the Breckinridge Training School, the men's New Dormitory and the Jayne Memorial Stadium are all outside of the city limits of Morehead.

Budget 1937-1938. The President presented the following budget:

MOREHEAD STATE TEACHERS COLLEGE
BUDGET
1937-1938.

RECEIPTS:

State Appropriation	\$180,000.00
Art Fees	375.00
Certificate fees	400.00
Entrance fees	45,000.00
Manual training fees	175.00
Music fees	300.00
Physical Education fees (women)	450.00
Postoffice box rent	500.00
Tuition	700.00
Miscellaneous	1,000.00
Sale of water	1,200.00
Power Plant - water and electricity	15,000.00
	\$245,100.00

DISBURSEMENTS:

Administration

Salaries	\$17,750.00
Office salaries	2,200.00
Advertising	200.00

General Adm. expenses	1,000.00
Office supplies	500.00
Printing	1,600.00
Stationery	250.00
Postage	1,200.00
Telephone & telegrams	1,500.00
Travelling	3,500.00
	<u>\$29,720.00</u>

2. Instruction

Salaries - regular	\$119,855.00
Salaries - part time	3,000.00
Student help	500.00
	<u>\$123,355.00</u>

Supplies

Agriculture	100.00
Art	300.00
English	100.00
Home Economics	100.00
Manual Training	400.00
Mathematics & Physics	500.00
Music	500.00
Physical Education (women)	150.00
Chemistry	400.00
Training School	1,000.00
Biology	500.00
Debate & Oratorical teams	200.00
Geography	200.00
Miscellaneous	1,000.00
	<u>\$5,450.00</u>

3. Maintenance

Salaries	\$5,880.00
Buildings (Other than Dormitories)	1,000.00
Grounds	3,000.00
General	100.00
Total maintenance expense	<u>\$9,980.00</u>

4. OPERATION

Salaries	\$8,200.00
Buildings (Other than dormitories)	6,000.00
Electricity	3,720.00
Water	5,000.00
Coal	7,500.00
General	500.00
Total operation expense	<u>\$30,920.00</u>

4a. Alterations on Buildings and Landscaping \$2,380.00

5. Auxiliary Agencies

Library Salaries		\$3,200.00
Student help		1,000.00
		<u>\$4,200.00</u>

6. FIXED CHARGES

Insurance		\$4,500.00
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7. Debt Service

Retirement of Bonds & Interest		<u>\$30,540.00</u>
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Total		<u>\$241,045.00</u>
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REVOLVING FUND AGENCIES

1. Cafeteria	\$50,000.00	
Salaries & Wages		\$5,740.00
Student help		5,550.00
Food Supplies		30,500.00
Other Supplies		1,500.00
Rent		1,200.00
Heat		480.00
Electric Service		2,000.00
Water		300.00
		<u>\$46,270.00</u>

REVOLVING FUND AGENCIES, CON'T.2. Allie Young Hall

Room rent and Cafeteria rent	\$7,500.00	
Salaries		\$1,890.00
Student help		440.00
Mainte- & Operation Salaries		550.00
Maintenance		400.00
Telephone		40.00
Cleaning Supplies		625.00
Electric Service		500.00
Water		700.00
Heat		1,700.00
Refunds		100.00
Nightwatchman		150.00
		<u>\$7,095.00</u>

3. FIELDS HALL

Room Rent	\$7,500.00	
Salaries		\$2,250.00
Student help		660.00
Maintenance & Operation Salaries		550.00
Maintenance		150.00
Cleaning Supplies		600.00
Electric Service		480.00
Water		700.00
Heat		2,100.--

REVOLVING FUND AGENCIES, CON'T.

Refunds	\$200.00	
Nightwatchman	150.00	
		<u>\$7,840.00</u>

4. THOMPSON HALL

Room rent		
Salaries		
Student help	\$440.00	
Maintenance & Operation Salaries	550.00	
Maintenance	100.00	
Telephone	40.00	
Cleaning Supplies	500.00	
Electric Service	400.00	
Water	400.00	
Heat	1,420.00	
Nightwatchman	150.00	
		<u>\$4,000.00</u>

5. MEN'S HALL

Room rent	\$6,500.00	
Salaries		
Student help	\$440.00	
Maintenance & Operation Salaries	550.00	
Maintenance		
Telephone	40100	
Cleaning Supplies	550.00	
Electric Service	400.00	
Water	400.00	
Heat	1,700.00	
Night Watchman	150.00	
		<u>\$4,230.00</u>

6. BOOKSTORE

Sales	\$8,000.00	
Salaries		\$1,300.00
Purchases		<u>6,700.00</u>
		\$8,000.00

7. EXTENSION

Income	\$8,500.00	
Salaries		\$1,200.00
Grading papers, supplies, study centers		<u>5,700.00</u>
		\$6,900.00

8. Trail Blazer

Advertising	\$2,000.00	
Student labor		220.00
Cost of publication		<u>1,500.00</u>
		\$1,720.00

8.	<u>ATHLETICS</u>		
	Income	\$5,000.00	
	Officials, equipment, travelling, etc.		\$5,000.00
9.	<u>LIBRARY</u>		
	Periodicals		\$450.00
	Supplies		50.00
	Books		2,500.00
	Fines	100.00	
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			\$3,000.00
10.	<u>HOSPITAL</u>		
	Salaries		\$3,300.00
	Supplies		500.00
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			\$3,800.00
11.	LYCEUM & CHAPEL		\$750.00
12.	SOCIAL ACTIVITIES		400.00
13.	COMMENCEMENT EXPENSE		150.00
14.	STUDENT DEPOSITS	\$4,000.00	4,000.00
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	TOTAL	\$344,200.00	\$344,200.00

The budget was passed for further study by the members of the Board.

Names of New Buildings. There was some discussion with respect to names for the new Science Building and the new Men's Dormitory; also the Gymnasium and Auditorium Building. This was passed until the next meeting of the Board.

On motion duly seconded and carried, the meeting adjourned.

Mrs. Allie W. Lang.
Vice Chairman

Donald A. Putnam
Secretary