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Minutes, July 17, 1935

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MINUTES OF THE MEETING
of the
BOARD OF TRUSTEES
of the
CONNECTICUT STATE COLLEGE
held at the College, July 17, 1935

Present:	Mr. Spencer	Mr. Fenton
	Mr. Alsop	Mr. Greene
	Mr. Buckley	Mr. Hollister
	Dr. Butterfield	Dr. McCracken
	Mrs. Dadourian	Mr. Longley

Mr. Spencer was appointed chairman in the absence of the vice-president.

1. IT WAS VOTED to approve the minutes of the meeting of the Board on June 10th.
2. IT WAS VOTED to approve the minutes of the meeting of the Executive Committee on June 19th.
3. IT WAS VOTED to approve the minutes of the meeting of the Executive Committee on July 2nd.

The president reported that he had appeared before the Board of Finance and Control to request \$6,021 to take care of the changes in the budget approved by the Executive Committee. The Board granted this request. They also approved his request to change the classification of two dairy hands to dairy-men.

The president reported that the budget had been set up in an entirely new form with the \$202,272 federal funds lumped as one item.

4. IT WAS VOTED that Dr. Wood represent the College at the annual meeting of the Gilbert and Bennett stockholders.
5. The provisions of H. R. #7160, a bill to provide additional monies for research, extension, and resident instruction, were explained by the president. The bill has been signed by President Roosevelt, but funds must be made available through the Deficiency Bill. The Experiment Station funds must be matched; the Extension and Resident Instruction funds do not have to be matched.
6. IT WAS VOTED to approve the appointment of L. F. Salisbury, Instructor in Chemistry, at a basic salary of \$2040, effective September 15, 1935.
7. IT WAS VOTED that all instructors except those advanced in rank be re-appointed for 1935-36.
8. IT WAS VOTED that Dr. E. Charlotte Rogers be re-appointed as Assistant Professor of Home Economics for one year only.
9. A letter from Professor I. G. Davis was read, requesting that the Faculty Committee of which he is chairman be allowed access to the letter which Captain Ritter sent to the Board on April 17th.

IT WAS VOTED that Mr. Davis' letter be acknowledged with the suggestion that the letter should properly be secured from Captain Ritter or that Captain Ritter should communicate with the Board that he has no objection to his letter being turned over to Mr. Davis by the Board.

10. IT WAS VOTED to proceed to the election of officers.

IT WAS VOTED that the secretary be instructed to cast one ballot for the re-election of Mr. Manchester as Vice-President and Mr. Greene as Secretary.

Members of the Executive Committee were elected as follows: Dr. Wood, Mr. Buckley, Mr. Hollister, Mr. Spencer, and Mr. Alsop.

11. The president suggested that the directors of the three divisions be asked to meet with the Board in order to discuss the recommended salary increases. Material was presented from the Extension Service, the Resident Instruction Division, and the Comptroller, supporting the recommended increases. It was the sense of the Board that since these requests had the approval of the president and since money is available in the contingent fund to take care of the increases, immediate action might be taken upon them without calling in Directors Ellis and Gentry. Since no material was presented from the Experiment Station, it was suggested that Director Slate appear before the Board.

IT WAS VOTED that the total net salary increases recommended by the Director of the Extension Service, the Director of the Division of Resident Instruction, and the Comptroller be approved, with the understanding that the increases are all within the bracket and that no deficiency appropriation will be necessitated thereby.

The following increases to become effective July 1, 1935, are approved by the above action:

	<u>Present Basic Salary</u>	<u>New Basic Salary</u>	<u>Net Salary</u>
Elizabeth Anderson, Secretary	\$1140	\$1200	\$1080
Robert C. Baldwin, Asst. Prof. Philosophy	2520	2640	2323
Barbara Beebe, Secretary	950	1020	918
Harwood S. Belding, Instructor Zoology	1800	1920	1690
P. Roy Brammell, Assoc. Prof. Education	3240	3360	2890
W. Harrison Carter, Asst. Prof. Economics	2640	2760	2429
Harriet Carvenansky, Secretary	1200	1260	1134
Marion Chapman, Secretary	900	960	883
Wendell B. Cook, Asst. Prof. Chemistry	2520	2640	2323
Frances Cutler, Secretary	1440	1500	1320
Dorothy Davis, Secretary	1350	1380	1242
Ester Dodge, Assistant Editor	2100	2220*	1954*
Donald O. Hammerberg, Asst. Prof. Economics	3000	3480	2993
Ruth Harris, Secretary	1800	1920	1690
James L. Hypes, Professor Sociology	4500	4800	4128
Margaret Ives, Secretary	1440	1500	1320
E. Lowell Kelly, Asst. Prof. Psychology	3000	3120	2683
Wendell H. Kinsey, Asst. Prof. Physics	2850	3000	2640
Doryce Kosmaler, Secretary	1200	1320	1188
Walter L. Kulp, Professor Bacteriology	4000	4320	3715
Albert I. Mann, Asst. Dairy Specialist	3360	3480	2993
Edith L. Mason, Home Dem. Agent Leader	3600	3840	3302
Emmeline Millard, Secretary	1260	1320	1188
Helen Moffitt, Secretary	1560	1620	1426
Edmund A. Moore, Professor History	3600	3840	3302
Muriel Naylor, Asst. Reference Librarian	1560	1620	1426

(*Miss Dodge's salary later changed to be on step. Cf. p. 875.)

	<u>Present Basic Salary</u>	<u>New Basic Salary</u>	<u>Net Salary</u>
Geraldine Novotny, Secretary	900	960	883
B. J. Oliver, Asst. Comptroller	4020	4200	3612
Mildred Peirce, Secretary	1200	1260	1134
Harold E. Pinchas, Asst. Prof. Ag. Engineering	2760	2880	2534
Hazel Reynolds, Secretary	1200	1260	1134
John Richardson, Colloge Store Clerk	1620	1680	1478
Andre Schenker, Asst. Prof. History	2400	2520	2218
C. H. W. Sedgewick, Asst. Prof. Mathematics	2400	2520	2218
Elinor Sherman, Secretary	1440	1500	1320
Walter Stemmons, Editor	4500	4800	4128
Mary Szall, Secretary	1200	1260	1134
Robert Warnock, Instructor English	2040	2160	1901
Dana Young, Asst. Prof. Engineering	2400 +	2760	2429
	\$225 for surveying	inc. surveying	

Director Slate then met with the Board to discuss the recommended increases in salary for members of the Experiment Station staff. The Board questioned several items which seemed to be somewhat out of line with the increases approved for the other divisions. Mr. Slate stated that he was not relying on the funds to be obtained under H. R. #7160 to meet these increases but had sufficient money in his present budget to take care of them. He discussed the cases where an increase greater than the customary one step was proposed.

IT WAS VOTED that Mr. Slate's budget be amended to change the new base of Miss Betty Porter's salary to \$1620, that the increases for the seven individuals already provided for in the recommendations of the other divisions (Misses Cutler and Dodge, Mrs. Corvonansky, Mrs. Turner, Messrs. Hammerberg, Hypes, and Stemmons) be as contained therein, and that the balance of the requests be as recommended by Mr. Slate, with the understanding that the increases are all within the bracket and that no deficiency appropriation will be necessitated thereby.

The following increases to become effective July 1, 1935, are approved by the above action:

	<u>Present Basic Salary</u>	<u>New Basic Salary</u>	<u>Net Salary</u>
Sophia Bornat, Secretary	1200	1260	1134
Benjamin A. Brown, Assoc. Prof. Agronomy	3600	3900	3354
Stanley E. Hartsell, Instructor An. Diseases	2400	2520	2218
Walter Landauer, Professor Genetics	4000	4500	3870
Rufus I. Mansoll, Instructor Agronomy	1920	2040	1795
Betty Porter, Secretary	1560	1620	1426
Leonard A. Saitor, Jr., Instructor Economics	1800	2400	2112
Mildred B. Smith, Statistician	1440	1500	1320
Nathan L. Whetton, Asst. Prof. Rural Sociology	2760	3600	3096

IT WAS VOTED to change Miss Esther Dodge's salary from \$2220 basic, as previously adopted, to \$2280 basic.

12. IT WAS VOTED to approve the appointment of John S. Todd, Graduate Assistant in Dairy Products Manufacturing, at a basic salary of \$800, effective September 1, 1935, as a replacement.

13. The president reported that in his conference with Dean Payne concerning approval of the College by the Association of American Universities, Dean Payne had indicated that the College must purchase more books and periodicals in order to conform to the standards set up by the Association. An order for periodicals has already been made.

IT WAS VOTED to approve an allotment of \$7000 from Special Capital Outlay for Equipment for new books for the library. ✓

14. IT WAS VOTED to appoint Mr. Fenton as a special committee on the new poultry plant to confer with Mr. Tonney and Professor Kirkpatrick and to go over the plans and estimates.
15. A further discussion of the letter sent out by Dr. Walter Landauer on April 24th dealing with the action of the Board on April 17th concerning Military Training was held. A copy of this letter had been sent to the president officially, and was presented by him to the Board, at the Board's request. It was decided that the president should confer with Dr. Landauer to request from him an explanation as to what group he represented in sending out the letter.
16. IT WAS VOTED that Mr. Longley be authorized to place the contract for coal at his discretion, price not to exceed \$6.44 net per ton placed in the College bunkers.
17. The president presented the following recommendation from the Committee on Scholastic Standing: "That mature persons be installed in each section of the men's dormitories, with a view to improving scholarship. The recommendation is presented again at this time because it is understood that there now are men available." After some discussion, the matter was laid on the table. During the discussion it was brought out that Professor C. G. Tilton had occupied a room at Hall Dormitory for which he was not charged rent because of his service in the supervision of students, and that Miss Gard had similar responsibilities in Holcomb Hall but had been paying rent for her room there.

IT WAS VOTED that Miss Nellie Gard shall not be charged room rent at the girls' dormitory in consideration of her service in the supervision of girls at the dormitory. ✓

18. IT WAS VOTED that, upon the recommendation of the president, the salary of C. B. Gentry, Director of Instruction, be placed at \$6000 basic, effective July 1, 1935.
19. IT WAS VOTED that the meeting adjourn to convene again in special session with the Faculty Committee on July 31st at 2:00 P.M. at the College.

A. F. Greene
Secretary