Attest:

President

Secretary

Bowling Green, Ohio
May 30, 1952

The Board of Trustees assembled at 3:30 p.m. in the Board Room, with the following members present:

Mr. T. Rodgers, President
Alva W. Bachman, Secretary
J. C. Donnell III, Treasurer
Carl H. Schenck

The minutes of the May 3, 1952, meeting were read and approved.

Members of the Board and the President of the University expressed gratification in the reappointment of Mr. James G. Donnell II, who had just been reappointed by Governor Lausche to a five-year term as a Board member.

Upon recommendation of the President, Mr. Schenck moved that the permanent rank and title of Professor Emeritus of English be conferred upon Dr. M. E. McCain at the time of her retirement in August, 1952, from the faculty of the University. The motion was seconded by Mr. Donnell and passed. Dr. McCain has served continuously as a member of the faculty since the institution was established in 1911 and is now serving as Chairman of the Department of English.

Mr. Bachman and President McDonald explained the background of the adoption by the Inter-University Council of the proposed Constitution and By-Laws of the Council. Following more than a year of careful study, the Inter-University Council gave final approval on May 7 to this document, which is in turn being referred to the Boards of Trustees of the six public institutions of higher learning in the State. It was agreed that action shall be taken by the Board on this matter at a later meeting, after the individual members have had an opportunity to study the provisions of the document.

Upon motion of Mr. Bachman, seconded by Mr. Donnell, the Board approved and confirmed the following contracts which had been awarded by the appropriate officials of the University and of the State of Ohio for improvements in the plant and grounds of the University:

1. Resurfacing of Bricker Airport Runways and Taxiways--Contract awarded to H & S, Inc., 121 North 7th Street, Tiffin, Ohio, in the amount of $35,001.82, the low bid for this work as received by Director S. O. Linzell of the Ohio Department of Public Works.

2. Resurfacing Certain Campus Drives--Contract awarded to Ohio Engineering Company, 105 Sixth Street, Lorain, Ohio, in the amount of $30,673.05, the low bid for this work as received by Director S. O. Linzell of the Ohio Department of Public Works.

3. Improving the Seven Cottages Known as Dormitories A--Contract awarded to L. H. Holmes, Bowling Green, Ohio, in the amount of $39,994.00, the low bid for this work, as recommended by Director S. O. Linzell and approved by the State Board of Control (only two bids having been received).

4. Painting Exterior of University Administration Building--Contract awarded to Lewis Co., Bowling Green, Ohio, in the amount of $4,325.00, the low bid for this work as received in the office of the University Business Manager (this being a local improvement).

After reviewing the history of the long and cordial relationship between the University and the Bowling Green City Schools for the providing of laboratory experience and student-teaching opportunities for students in the College of Education, the President recommended that the relationship be continued and expanded. It was pointed out that the facilities of the University itself are very meager and entirely inadequate for the providing of the necessary observation and student-teaching opportunities; that the availability of this service from the Bowling Green City Schools is highly advantageous to students who are preparing to teach, since it affords practical experience in an ongoing school situation for prospective teachers; that the Bowling Green City Schools have sought to build a competent faculty of teachers who are qualified not only to provide classroom instruction for pupils in the schools but also to supervise University students as critic teachers.

Upon motion of Mr. Schenck, seconded by Mr. Bachman, the Board voted unanimously that the President of the University be authorised, on behalf of the Board of Trustees, to enter into a contract with the Bowling Green City Schools in accordance with the following guiding principles, the President to have full authority to work out appropriate and necessary details to put the agreement into effect:

...
1. That the Bowling Green City Schools will serve as the laboratory school system for Bowling Green State University students who are planning to teach, the entire city school system being available for this purpose.

2. That the University will contribute $70,000.00 in the year 1952-53 to be used for salary purposes by the Bowling Green City Schools in addition to the regular salary money provided in the city school budget, for the purpose of enabling the City Schools to employ qualified critic teachers per with much higher levels of training and qualifications than could otherwise be employed in the City Schools.

3. That the University will have the option of making its $70,000.00 contribution for 1952-53 under either of the following procedures that the University shall choose—
   a. the payment of the full salaries of a number of City School teachers, to be certified to the University for this purpose by the Superintendent of the Bowling Green City Schools, the collective amount of their salaries plus payments into the retirement fund not to exceed $70,000.00 for the year;
   b. the payment in monthly installments of the sum of $70,000.00 by the University directly to the Bowling Green City Schools to be paid out as a part of the salary fund for the compensation of Bowling Green City teachers.

4. The Bowling Green City Schools will assume complete responsibility for the operation and direction of the elementary and secondary schools, including the elementary school on the campus and Ridge Street School as well as the other units in the City School system.

5. The space now used in the elementary school building on the campus, together with the maintenance costs as heretofore borne by the University, will be provided by the University to be used as a unit in the City school system.

6. The University and the Bowling Green City schools will jointly employ a person to serve as Director of Instruction in the Bowling Green City Schools and Coordinator of Student Teaching for the University, the salary for this person to be divided equally between the Bowling Green City Schools and the University. The University's portion of this salary will be over and beyond the $70,000.00 contribution.

7. All teachers employed in the Bowling Green City Schools will be subject to approval by the Dean of the University College of Education, thus insuring the employment of qualified critic teachers.

The President called attention to the fact that, whereas faculty members are eligible for tenure under a board policy adopted in 1944 and Civil Service employees are afforded security of position under the Civil Service laws of Ohio, several qualified and loyal administrative employees of the University are not at the present time eligible for continuing contracts providing security of employment. The President recommended that members of the board give careful consideration to this matter, with a view to developing a sound policy under which greater security of employment may be made available to these valuable members of the University staff. Members of the Board unanimously expressed approval of the proposal, and it was agreed that careful study should be given to the matter by members of the board and appropriate action be taken at a later meeting.

In the meantime, the President of the University was requested to secure information regarding the handling of this matter by other universities and to submit a recommendation to the Board of Trustees for consideration and action.

Mr. Schawyn moved, Mr. Donnell seconded the motion, and the Board voted to establish the following student fees in the courses indicated:

Guidance and Research 111 - Improvement of Reading - $1.00 Lab. fee
Art 361 - Jewelry Design - $5.00
Health and Physical Education 362 - Driver Training - $3.00

Mr. Schawyn moved, Mr. Bachman seconded the motion, and the Board voted that appointments, resignations, and other payroll changes as reported by the President be confirmed and entered in the minutes, as follows:

FACULTY AND ADMINISTRATIVE:

Appointments:
Ralph N. Geer, Director of Admissions, effective June 1, 1952 (salary to go to $6500.00, effective September 1, 1952).
Kay Whittaker, Assistant Dean of Men, effective June 1, 1952, $4500.00 per year, plus living quarters on the campus.
Verne A. Walter, Intern Instructor in Psychology, effective September 1, 1952, $3000.00 for the academic year 1952-53.
Mary Jane Gustin, Assistant in University News Bureau, eight weeks beginning July 1, 1952, $125.00 per week.
Edna Fiscus, Physical Therapist, Cerebral Palsy Clinic, June 15 through August 15, 1952; $60.00 per hour.
Beverly Schardt, Student Assistant, Department of Psychology, 1952 Summer Session and vacation period, $50.00 per hour.
Barbara Anne Shillor, Student Assistant, Foreign Language Department, First Semester, 1952-53, $200.00.
R. Danima Hall, Student Assistant, Psychology Department, $250.00 for academic year 1952-53.
Claire Anderson, Student Assistant, Psychology Department, $150.00 for the academic year 1952-53.
George Seppie, Student Assistant, Psychology Department, $200.00 for the academic year 1952-53.
Jane Baehler, Student Assistant, Psychology Department, $200.00 for the academic year 1952-53.
Nancy Drive, Student Assistant, Psychology Department, $200.00 for the academic year 1952-53.

Resignations:
Resignations (Continued):
A. Bruce Graham, Associate Professor of Speech, effective August 1, 1952.
Lois Anne MacDonald, Occupational Therapist, C. P. Center, effective June 2, 1952.
Herbert J. Opdyke, Assistant Professor of Speech, effective May 30, 1952.
Kenneth Schauweker, Instructor in Graphic Arts, effective May 30, 1952.
Earl C. Hackbarth, Associate Professor of Psychology, effective May 30, 1952.

Leaves of Absence:
Oldrich Jicha, Assistant Professor of Business Administration, for the year 1952-53.
Paul M. Jones, Director of the News Bureau, for the month of July, 1952.

1952 Summer Session Appointments Not Previously Confirmed:
Mrs. Mary Ann Hodge Blalock, Graduate Assistant, Cerebral Palsy Center, $150.00.
George Konold, Student Assistant, Summer Speech Clinic (to be paid from money provided by Wood County Society for Crippled Children).

CIVIL SERVICE
Appointments:
Rosemary Hennings, Clerk Stenographer I, $150.00 per month, effective May 1, 1952.
George Schebel, Groundskeeper, $125.00 per month, effective May 1, 1952.
George A. Algier, Custodial Worker I, $176.00 per month, effective May 1, 1952.
Clarence Lohmert, Maintenance Repairman I, $200.00 per month, effective May 1, 1952.
Jane Kryder, Clerk Typist I, $115.00 per month, effective May 1, 1952.

Leave of Absence:
James Masser, effective May 1, 1952, for one month

Resignations:
Nancy Wherry, effective May 10, 1952
Carmen Groff, effective April 15, 1952
Rosemary Sayre, effective April 1, 1952.
Helen B. Green, effective May 16, 1952.

Increases in Salary and Changes in Classification:
Hedra Swope, from position of Clerk Stenographer I at a salary of $150.00 per month to Clerk Stenographer II at $185.00 per month, effective May 1, 1952.
Dorothy Woodward, from Clerk Typist I at a salary of $115.00 per month to Clerk Stenographer I at $160.00 per month, effective May 16, 1952.

Purchase of a residence on North College Drive from Arlo D. Boggs was reported by President McDonald, the consideration having been $9600. This purchase was made from the funds of the University Housing Commission, and the property was deeded to the Housing Commission, a subsidiary agency of the university under State Law.

Attest:
E. T. Rodgers
Secretary
Bowling Green, Ohio
June 14, 1952

The Board of Trustees assembled at 1:30 p.m. in the Board Room, with the following members present:
E. T. Rodgers, President
Alva M. Bachman, Secretary
Carl H. Schwyn

The minutes of the May 30, 1952, meeting were read and approved.

Mr. Bachman moved that the Business Manager be authorized to enter into an agreement with the Northern Ohio Telephone Company to put the proposed new telephone conduit along the west side of Ridge Street underground just inside the campus, making use of the University tunnels wherever feasible; that the University pay not to exceed $1,000 of the extra cost involved in putting the line underground. Mr. Schwyn seconded the motion, and it was passed.

On motion of Mr. Schwyn, seconded by Mr. Bachman, the Board voted that the following payroll changes as reported by the President be confirmed and entered in the minutes of the meeting:

FACULTY AND ADMINISTRATIVE:

New Employees:
Mrs. Ruby Bower, Assistant in Department of Health and Physical Education, $1500.00 for academic year 1952-53;
Carol Frank, Occupational Therapist, Cerebral Palsy Clinic, June 8 to August 1, 1952; $551.32 for the period.